

# LUBECK PUBLIC SERVICE DISTRICT

JUNE 8, 2000

James E. Smith, Chairman  
David Steele, Secretary  
Lee Johnson, Treasurer

ATTENDING: Jim Smith, Lee Johnson, Dave Steele, Brian Arthur, Jim Cox, Rick Burka,  
Ray Bradley

NO. OF CUSTOMERS:	Section		
	1 Lake Washington Road		490
	2 Lubeck		408
	3 Riverhill - Blenn. Heights		386
	4 DuPont Road		296
	5 Larkmead Road		310
	6 LMH - Homewood Road		246
	7 Washington Bottom		360
	8 New England Ridge		305
	9 Lubeck South		314
	10 Larkmead Area - Marrtown		310
	11 Route 68 South - Hopewell		182
	12 Mitchell's		67
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	Total Customers		3,674

## TREASURER'S REPORT:

Revenue Fund - United National Bank	\$4,526.47
Operations & Maintenance Fund - Wesbanco	\$8,901.15
Security Deposits - One Valley Bank	\$0.00
Operation & Maintenance Reserve - One Valley Bank	\$1,906.63
Construction Reserve - One Valley Bank	\$3,971.02
Water Reserve Fund - One Valley Bank	\$18,664.68
Water Project Construction Fund - One Valley Bank	\$2,575.73
Sewer Reserve Certificate of Deposit - United National Bank	\$6,835.25
Sewer Project Construction Fund - United National Bank	\$12,713.30
Sewer Operation & Maintenance Reserve - United National Bank	\$1,206.42
Special Sewer Construction - Larkmead - United National Bank	\$55.88
Revenue Fund - Wesbanco	\$1,374.92
Hopewell Project Construction Account - United National Bank	\$0.00
Hopewell Reserve Fund - United National Bank	\$0.00
Sewer Reserve Fund - United National Bank	\$7,306.59
Hopewell Savings (Tap Fees) - United National Bank	\$21,967.68
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$51,485.91
Series 1999 Sewerage Bonds Account	\$60,572.85
Hopewell Debt Service Reserve	\$1,902.70
Hopewell O&M Reserve Account	\$3,195.51
Transfer From Revenue to Operation & Maintenance Checking Account	\$69,000.00
Transfer From Water Revenue to Water Reserve Account	\$2,106.60
Transfer From Revenue to RUS O&M Reserve Account	\$455.67
Transfer From Revenue to RUS Debt Service Reserve Account	\$271.33
Transfer From Water Project Construction Fund to O&M Checking	\$0.00
Transfer From Revenue to Sewer Project Construction Fund	\$0.00
Transfer From Revenue to Sewer Reserve Account	\$486.54

The following transfers were made to cover payroll since the last Board meeting:

Transfer From Revenue to Operation & Maintenance Checking	\$16,000.00
Transfer From Revenue to Operation & Maintenance Checking	\$0.00
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

**BUSINESS: Prayer by Brian Arthur.**

- A) Moved by Lee Johnson, seconded by Dave Steele that the minutes of the Board meeting of May 25, 2000 meeting be approved. Passed unanimously.

**SEWER PROJECT:**

- A) The District has the Substantial Completion paper work for Contract 98-8, Pipe Plus, Inc. that needs to be signed by the District. Moved by Dave Steele, seconded by Lee Johnson that Jim Smith, Chairman be authorized to sign the Substantial Completion for Contract 98-8. Passed unanimously.
- B) The District needs to authorize the signing of signature card for an account for the sewer tap fees that are being paid. Moved by Lee Johnson, seconded by Dave Steele that the District open a Valley Investment CD Business account for the sewer tap fees to be placed in at One Valley Bank. Passed unanimously.
- C) The District now has all of our package treatment plants tied into the system with the exception of Bethel II, Somer Villa and Hyview Terrace. As you know we will not be tying Hyview into the plant anyway.
- D) Marbo has gotten the bore under Route 68 at the light. They are trying to get everything ready to start boring under Island View Drive now.
- E) The District has started tying the people of Washington Bottom on to the system. A question has come up about the District supplying someone on the weekends to do inspection of the services. To date we have not done that. We have required that if someone installed their line over the weekend that they leave the line exposed until Monday. It was agreed by the Board that if anyone wants weekend inspection that they will have to pay the overtime rate of the men for a minimum two hour call out. The cost is to be paid in advance and should it take longer than two hours then they would be billed for any extra time.
- F) The District received our portable generator yesterday. It is in the garage.
- G) The District has received our copy of the letter responding to Holley Brothers claim for additional compensation. Basically it states that we do not have enough information to evaluate the claim and requested that they supply us with additional information so we can review the claim properly.

- H) The District is scheduled to go to court on October 24, 2000 for one of the remaining 3 easements. Discussion was held concerning the options available.
- I) Ray Bradley came down to discuss the problems he was having with Holley Brothers. He has some cracks in the new concrete that they poured. He also has a tree that the foreman of the pipe laying crew said they would have the clean up crew cut down. Lee has told him that they are not going to cut it down.

**SEWER PLANT SAMPLING & PHYSICAL CONDITION:**

- A) Ron continues to work on maintenance of the few plants that are left and continues to use the Driamad unit for sludge removal.

**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been going on in the District:

- A) Installed 6 water taps since the last Board meeting. There are 7 water tap to be installed. This gives us 44 water taps for 2000. We also have 1 sewer tap to install.
- B) Repaired main line leak on 1st Street and a service line leak in Hyview Terrace.
- C) Completed work orders, spotted lines, set meters.

It was reported what Rod and Bill have been working on:

A) May Water Pumped to System:	28,064,000 Gallons
Homewood Booster Station:	198,000 Gallons
New England Booster Station:	1,763,900 Gallons
High Water Usage and Day:	1,170,000 on 05/05
Low Water Usage and Day:	525,000 on 05/06

**GENERAL BUSINESS:**

- A) The District has a problem with our Long Term Disability policy. It was set up by our agent as being a program that the District was paying for and therefore it was taxable to the user. The District had set the program up in office as one that was taken out of the employees pay and therefore it would not be taxable to the user. The problem is to convert from taxable to non taxable there is a difference in the percentage of benefit. Ours was set up as 67% but the non taxable can only be set up for 60%. Therefore, there is a loss of income to Harold Smith if it is converted. Rick Burka was here to explain what can be done. It was moved by Lee Johnson, seconded by Dave

Steele that the District move from the 67% taxable policy to a 60% non taxable policy and that the District will pay Harold Smith \$100 per month until he turns 65 or until he should pass away, whichever should occur first. This is not to be interpreted as setting a precedent for anyone in the future. Passed unanimously.

- B) Jim has a question on the payment of health insurance for Harold Smith. Jim remembers that the District agreed to pay 2/3 of the monthly health premium for John Epling until he qualifies for disability, turns 65 or dies, whichever comes first. Harold Smith has now come to me asking if the District is going to pay 2/3 of his health premium? Jim does not remember agreeing to do anything like that. He has qualified for disability and the cost of his plan is only \$267.06 which is a little less than what the Eplings are paying as their 1/3. Phil and Jim have talked and the only thing we see that the District might be responsible for is to continue to pay his entire premium for the total of 10 months which represents the 10 years service. It was agreed that the District is only responsible for the payment of his health premiums for the 10 month period from the end of his employment with the District.
- C) Moved by Dave Steele, seconded by Lee Johnson that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.
- D) Moved by Lee Johnson, seconded by Dave Steele that Jim Cox be appointed as Voting Delegate to the West Virginia Rural Water Association meeting to be held at Canaan Valley Lodge on September 11, 2000. Brian Arthur is hereby appointed as the Alternate Delegate. Passed unanimously.
- E) It was reported that WTAP was coming down tomorrow morning to interview us about the wastewater project.
- F) Meeting adjourned.

 APPROVED  ATTESTED