

LUBECK PUBLIC SERVICE DISTRICT

JANUARY 11, 2001

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

ATTENDING: James Smith, Lee Johnson, David Steele, James Cox, Brian Arthur,
Phil Postlewait, Rick Sprouse

NO. OF CUSTOMERS:	Section		Water
	1	Lake Washington Road	490
	2	Lubeck	413
	3	Riverhill - Blenn. Heights	384
	4	DuPont Road	296
	5	Larkmead Road	310
	6	LMH - Homewood Road	258
	7	Washington Bottom	356
	8	New England Ridge	311
	9	Lubeck South	311
	10	Larkmead Area - Marrtown	300
	11	Route 68 South - Hopewell	194
	12	Mitchell's	69
		Total Customers	3,692

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$76,590.03
Operations & Maintenance Fund - Wesbanco	\$18,254.53
Vehicle Reserve Account - One Valley Bank	\$15,252.97
Operation & Maintenance Reserve - One Valley Bank	\$1,912.09
Construction Reserve - One Valley Bank	\$4,030.61
Water Reserve Fund - One Valley Bank	\$37,154.66
Water Project Construction Fund - One Valley Bank	\$42,600.93
Sewer Reserve Certificate of Deposit - United National Bank	\$0.00
Sewer Project Construction Fund - United National Bank	\$23,461.22
Sewer Operation & Maintenance Reserve - United National Bank	\$1,222.60
Special Sewer Construction - Larkmead - United National Bank	\$56.16
Revenue Fund - Wesbanco	\$0.00
Hopewell Project Construction Account - United National Bank	\$0.00
Hopewell Reserve Fund - United National Bank	\$0.00
Sewer Reserve Fund - United National Bank	\$23,923.00
Hopewell Savings (Tap Fees) - United National Bank	\$22,296.12
Prudential Securities Sewer Fund	\$122,554.00
Prudential Securities Water Fund	\$53,484.91
Series 1999 Sewerage Bonds Account	\$266,944.27
Hopewell Debt Service Reserve	\$3,877.73
Hopewell O&M Reserve Account	\$6,444.03

Transfer From Revenue to Operation & Maintenance Checking Account	\$75,000.00
Transfer From Water Revenue to Water Reserve Account	\$2,166.40
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 Revenue to Water Projection Construction	\$10,000.00
Transfer From Revenue to Prudential Securities - Sewer Tap Account	\$4,000.00
Transfer From Revenue to Sewer Reserve Account	\$1,906.79
Transfer From Revenue to Vehicle Account	\$2,077.31
Transfer From Water Revenue to Sewer Projection Construction	\$2,000.00

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

Transfer From Revenue to Operation & Maintenance Checking	\$17,000.00
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

BUSINESS: Prayer by Jim Smith.

FIRST ORDER OF BUSINESS:

A) Election of officers:

Moved by Lee Johnson, seconded by Dave Steele that the officers for 2001 be the same as 2000. That being Jim Smith - Chairman, Lee Johnson - Treasurer, and David Steele - Secretary. Passed unanimously.

B) Moved by Dave Steele, seconded by Lee Johnson that the minutes of the Board meeting of December 14, 2000 be approved. Passed unanimously.

SEWER PROJECT:

A) Jim has gotten quotes for roll up garage doors to put on each end of the loading bay at the wastewater plant. The following quotes were received:

Overhead Door:	\$4,800 - 2 Doors,	\$1,171 - 2 Operators
Stepp & Son:	\$4,820 - 2 Doors,	\$ 950 - 2 Operators
Greenlees Co.:	\$6,850 - 2 Doors,	\$1,824 - 2 Operators

In discussion with Mr. Gant of Overhead Door he stated that if the doors are ordered with automatic openers that they are not then suited to be used without an automatic opener. Therefore, Jim is requesting that the District order the doors alone from Overhead Door and see how much of a need there is for an automatic opener before deciding on this part. Moved by Lee Johnson, seconded by Dave Steele that the District order the 2 roll up doors from Overhead Door Company. Passed unanimously.

B) The District is about to get the last signatures on the private easements for the Wellesley area. There is a possibility that one of the easements may not get signed by both parties due to difficulties. Jim would like to get permission to turn the system over upon the signing of the last two easements less the above mentioned one.

C) Reported that depositions will begin on January 17, 2001 for the Citgo suit.

EXISTING SEWER PLANT DEMOLITION, ETC.:

A) 1. The District has been in various conversations with Shamrock concerning the sewerage spill below Lubeck Hills. Shamrock is asking that the District to pay one-half of the money spent to date for the clean up. Based upon an invoice that he gave us this would be \$7,866. This is 50% of a \$19,665 bill less the 20% markup that he had put on the bill. Various discussion was held about the various

parties responsibilities. The Board does not agree to pay any of this cost. They feel that had they talked to Cindy, as directed by Jim, and/or used enough water that this would not have happened.

2. The District also received in today's mail an invoice for \$14,000 for work completed between the dates of 11/16 and 11/29/00. Jim had talked with Shamrock about the fact that we had run into different circumstances with this plant closure due to Lubeck Hills Residents Association putting a weight limit on the roadway. They had to reduce the size of their equipment to do the job, etc. Jim had told Shamrock that he felt that the District would probably approve a change in his price to the level billed. However, this invoice states that it is for a specified period of time. Our agreement was that this cost would be for the entire closure. The Board agrees that we not make payment until the job is complete.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what the field has been doing in the District:

- A) Installed 4 water taps since the last Board meeting. There are 2 water taps to be installed. This gives us 103 water taps for 2000 and 3 for 2001. The District has installed 0 sewer taps since the last Board meeting. There are 2 sewer taps to be installed. This gives us 13 sewer taps for 2000 and 0 for 2001.
- B) Repaired 3 service line breaks.
- C) Checked for leaks.
- D) Did Turn offs.
- E) Completed work orders, spotted lines, set meters.

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

December Water Pumped to System:	23,787,000 Gallons
Homewood Booster Station:	221,000 Gallons
New England Booster Station:	1,603,000 Gallons
High Water Usage and Day:	937,000 on 12/10
Low Water Usage and Day:	518,000 on 12/15

Experienced 25,000 gallons in overflows.

GENERAL BUSINESS:

- A) 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.

- B) The District has received a letter from the Attorney who is representing the District in the case before the Public Service Commission (PSC) in reference to a water line break along Route 95. She states that she feels that the PSC will dismiss the complaint.
- C) Reported that the District had talked to a party who was interested in a piece of property that would produce between 20 and 80,000 gallon per day sewerage flow and may need some pretreatment. Will keep you updated if we hear from him again.
- D) Jim Called Mr. Tebay in response to his conversation with Jim Smith today at the Court House and explained to him the difference between Municipalities and Public Service Districts (PSD) in relationship to the fact that PSDs have a Legislated right to collect from property owners whose tenants leave and do not pay their bill. He stated that he did not feel that the District has 60 days to notify him. He feels that 10 days after the bill goes delinquent the District needs to notify him. He also stated that he is going to send me a letter stating that if a tenant of his is 10 days delinquent that the District is to shut off their water service. Jim stated to Mr. Tebay that the District would have to have our attorney respond to his letter with one stating that the District cannot by law do what he is asking. Mr. Tebay will probably then respond with another letter stating that he does not care what the law states he wants us to disconnect water. Discussion was held.
- E) Report to the Board that Mr. Minnite does not have a problem giving the District an easement on across his property so long as the location can be negotiable. Jim agreed to that and sent him a letter so stating.
- F) Moved by Dave Steele, seconded by Lee Johnson that the District accept the November 2000 financial statement as prepared by Philip R. Postlewait, Jr., CPA. Passed unanimously.
- G) Moved by Dave Steele, seconded by Lee Johnson that the increase in wages as discussed by the Board be approved. Passed unanimously.
- H) Discussion on fee increase for Mr. Postlewait in the sewer department to equal the fee for the water department which Jim recommends be increased by \$100 to a level of \$1,100 per month. Moved by Lee Johnson, seconded by Dave Steele that as of January 1, 2001 that Mr. Postlewait's fee be increased to \$1,100 for water and \$1,100 for sewer for a total of \$2,200 per month. Passed unanimously.
- I) Meeting Adjourned.

Lee Johnson APPROVED Dave Steele ATTESTED