

LUBECK PUBLIC SERVICE DISTRICT

AUGUST 22, 2002

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

ATTENDING: James Smith, Lee Johnson, David Steele, James Cox, Phil Postlewait,
 Charles Flinn

| NO. OF CUSTOMERS: | Section | | Sewer | Water |
|-------------------|------------------------------|--|-------|-------|
| | 1 Lake Washington Road | | 321 | 486 |
| | 2 Lubeck | | 331 | 418 |
| | 3 Riverhill - Blenn. Heights | | 237 | 385 |
| | 4 DuPont Road | | 228 | 300 |
| | 5 Larkmead Road | | 117 | 335 |
| | 6 LMH - Homewood Road | | 0 | 269 |
| | 7 Washington Bottom | | 299 | 362 |
| | 8 New England Ridge | | 184 | 315 |
| | 9 Lubeck South | | 217 | 322 |
| | 10 Larkmead Area - Marrtown | | 31 | 307 |
| | 11 Route 68 South - Hopewell | | 0 | 191 |
| | 12 Mitchell's | | 35 | 74 |
| | Total Customers | | 2000 | 3,764 |

TREASURER'S REPORT:

| | |
|--|--------------|
| Revenue Fund - United National Bank | \$27.60 |
| Operations & Maintenance Fund - Wesbanco | \$4,929.35 |
| Prudential Securities Sewer Fund | \$0.00 |
| Prudential Securities Water Fund | \$0.00 |
| Series 1999 Sewerage Bonds Account | \$31,353.04 |
| WesBanco Trust Fund | \$398,755.03 |

| | |
|---|-------------|
| Transfer From Revenue to Operation & Maintenance Checking Account | \$43,700.00 |
| Transfer From Water Revenue to WesBanco Investment Account | \$8,116.78 |
| Transfer From Revenue to Prudential Securities - Water Tap Account | \$0.00 |
| Transfer From Revenue to Sewer Reserve Account | \$0.00 |
| Transfer From Revenue to Vehicle Account | \$0.00 |
| Transfer From Water Revenue to Sewer Projection Construction | \$0.00 |
| Transfer From Investment Account to Operation & Maintenance Account | \$10,000.00 |

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

| | |
|---|-------------|
| Transfer From Revenue to Operation & Maintenance Checking | \$12,000.00 |
| Transfer From Revenue to WesBanco Tax Account | \$4,764.58 |
| Transfer From Revenue to Operation & Maintenance Checking | \$0.00 |

BUSINESS: Prayer by Jim Smith.

- A) Moved by Dave Steele, seconded by Lee Johnson that the minutes of the Board meeting of August 8, 2002 be approved. Passed unanimously.

EXISTING PACKAGE PLANT DEMOLITION & LINE REHABILITATION:

- A) Ron continues to work on running and maintenance of the Hyview Terrace plant.

- B) We still cannot seem to get to the demolition of the ponds due to leaks now. There has been some concern over the West Niles virus at the abandoned sewer ponds. We have ordered material to apply on the ponds to kill mosquitoes.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been done in the District:

- A) Installed 2 water taps since the last Board meeting. There are 6 water taps to be installed. This gives us 43 water taps for 2002. The District has installed 1 sewer tap since the last Board meeting. There is 1 sewer tap to be installed. This gives us 8 sewer taps for 2002.

- B) Repaired multiple line leaks.

- C) Repairing yards from leaks, taps, and sewer line installations.

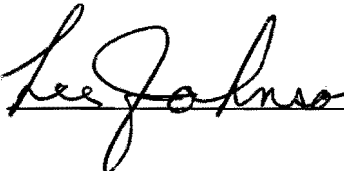
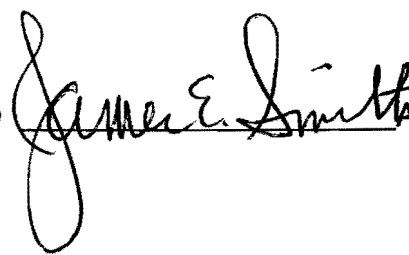
- D) Completed work orders, spotted lines, set meters.

GENERAL BUSINESS:

- A) The District has received a request from the Parkersburg Utility Board (PUB) asking if it would be agreeable for the PUB to install a sanitary sewer system in the Marrtown area. Jim stated that he did not see any problem with this but would check with the Board. Fred Rader of the Regional Council attended our county PSD meeting yesterday and was asking about how possible funding for the project might be accomplished. The PUB has put together a windshield estimate of \$1.25 million. It is possible that the Regional Council may be back to us with a different proposal if Small Cities Block Grant is the only way to fund this project. It was moved by Lee Johnson, seconded by Dave Steele that if Parkersburg Utility Board can fund this project without the involvement of Lubeck PSD, then they are free to do so. This does not,

however, set a precedent for allowing Parkersburg to come into our District. Passed unanimously.

- B) The District has received a Letter from Richard Hayhurst stating that the Melvin Brown case is being dismissed.
- C) The District has received the answer to the Whited case at the Public Service Commission (PSC) from Richard Hayhurst. We must now wait on the PSC to make their move.
- D) 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.
- E) Jim received a copy of the new rule for Storm Water Management in the State of West Virginia. It is Bill No. 4619, passed on March 9, 2002. This rule has the Public Service Districts responsible for Storm Water Management within their boundaries.
- F) Jim thanked everyone for their thoughts, prayers, and flowers during his mother-in-laws illness and death.
- G) Jim gave Charles Flinn a cost estimate for a proposed water line extension to his home off Middle Fork of Lee Creek. This cannot be done until the water tank is built at the head of Middle fork. Jim is to give Dave Steele a cost estimate for a hauling tap like the one located here at the office.
- H) Jim mentioned that the District is interviewing for a secretary, accounts payable, payroll, etc. person. Julia will be retiring next July and we want to get someone in so we can do some cross training before she leaves.
- I) Meeting adjourned.

 APPROVED  ATTESTED

DATE: 08/22/02
 TIME: 9:13 AM

LUBECK PUBLIC SRVC DSTR
 Accounts Payable
 Check Register

CASH ACCOUNT: 1 113150

| -CHECK- | | -VENDOR- | | INVOICE | DISCOUNT | | |
|---------|----------|----------|---------------------------|---------------------|----------|---------------------|----------|
| NUMBER | DATE | ID | NAME | NUMBER | DATE | AMOUNT PAID | |
| 5441 | 08/22/02 | AMERIC | AMERICAN MEDICAL SECURITY | 4700-003434 | 08/09/02 | 528.69 | |
| 5442 | 08/22/02 | AUTOZO | AZ COMMERCIAL | 1104731564 | 08/12/02 | 203.86 | |
| | | | | 1104732352 | 08/13/02 | 5.00- | |
| | | | | 1104732402 | 08/13/02 | 55.00- | |
| | | | | 6035303000260905 | 08/05/02 | 16.91 | |
| | | | | | | Total Check Amount: | 160.77 |
| 5443 | 08/22/02 | AVAYA | AVAYA, INC. | 2714249382 | 08/06/02 | 84.34 | |
| 5444 | 08/22/02 | B&W | BURGESS & NIPLE, LIMITED | 02PA1297 | 07/10/02 | 1,000.00 | |
| | | | | 02PA1350 | 08/16/02 | 1,000.00 | |
| | | | | | | Total Check Amount: | 2,000.00 |
| 5445 | 08/22/02 | BLACKR | BLACK ROCK TEST LABS | 1293-1294 | 12/27/00 | 240.00 | |
| 5446 | 08/22/02 | BROWNJ | JOSEPH M. BROWN | 8/9/02 | 08/09/02 | 225.00 | |
| 5447 | 08/22/02 | CHUCKS | CHUCK'S TRUCK SERVICE | SERVICE DUMP TRUCK | 07/09/02 | 195.03 | |
| 5448 | 08/22/02 | CITGO | CITGO PETROLEUM CORP. | 0131451312 | 07/31/02 | 643.34 | |
| 5449 | 08/22/02 | CUTNRN | CUT N RUN | 519 | 08/22/02 | 1,163.00 | |
| 5450 | 08/22/02 | L. TIR | LUBECK TIRE SERVICE | 4367 | 08/08/02 | 17.95 | |
| | | | | 4368 | 08/13/02 | 17.95 | |
| | | | | 4369 | 08/14/02 | 17.95 | |
| | | | | | | Total Check Amount: | 53.85 |
| 5451 | 08/22/02 | LOVE'S | LOVE'S BUSINESS ACCOUNT | 821 3049 102180 1 | 08/02/02 | 16.90 | |
| 5452 | 08/22/02 | M TECH | M TECH COMPANY | 32268 | 08/07/02 | 107.00 | |
| 5453 | 08/22/02 | MEDIC | MEDICAL BENEFITS CO. | 49 10075 | 08/13/02 | 5,757.58 | |
| 5454 | 08/22/02 | NETLIF | NETLIFE | 7502878 | 08/22/02 | 59.58 | |
| 5455 | 08/22/02 | MIDWPP | MIDWEST PIPE & SUPPLY | 028185 | 08/06/02 | 49.15 | |
| 5456 | 08/22/02 | MILLER | MILLER COMMUNICATIONS | 78085 | 08/05/02 | 75.00 | |
| 5457 | 08/22/02 | MONONG | ALLEGHENY POWER | 3 60 09 888 00025 1 | 08/15/02 | 10,116.19 | |
| 5458 | 08/22/02 | MSUTIL | MISS UTILITY OF WV, INC. | 1355 | 07/31/02 | 37.00 | |

DATE: 08/22/02
 TIME: 9:13 AM

LUBECK PUBLIC SRVC DSTR
 Accounts Payable
 Check Register

CASH ACCOUNT: 1 113150

| CHECK NUMBER | DATE | ID | VENDOR NAME | INVOICE NUMBER | INVOICE DATE | AMOUNT | DISCOUNT AMOUNT | AMOUNT PAID |
|---------------------|----------|----|-----------------------------------|---------------------|--------------|-----------|-----------------|-------------|
| 5459 | 08/22/02 | | NORTHW NORTHWESTERN LANDFILL, INC | 611468 | 08/08/02 | 365.02 | 0.00 | 365.02 |
| 5460 | 08/22/02 | | PAVEME JOHN P. DESMOND | 498 | 08/02/02 | 3,657.50 | 0.00 | 3,657.50 |
| 5461 | 08/22/02 | | PETTY LUBECK PUBLIC SERVICE DIS | INV.#6 THRU INV.#10 | 08/22/02 | 65.00 | 0.00 | 65.00 |
| 5462 | 08/22/02 | | PKOFFI PARKERSBURG OFFICE SUPPLY | 445845-0 | 08/06/02 | 30.00 | 0.00 | 30.00 |
| | | | | 445974-0 | 08/09/02 | 22.95 | 0.00 | 22.95 |
| Total Check Amount: | | | | | | | | 52.95 |
| 5463 | 08/22/02 | | PKSEWR PARKERSBURG SANITARY BD | PKSBG. SEWER 7/2002 | 07/25/02 | 11,655.94 | 0.00 | 11,655.94 |
| 5464 | 08/22/02 | | RACO RACO MANUFACTURING | 50021 | 07/24/02 | 425.00 | 0.00 | 425.00 |
| 5465 | 08/22/02 | | SANS SAN'S CLUB | 49 0939 108861 4 | 08/08/02 | 102.51 | 0.00 | 102.51 |
| 5466 | 08/22/02 | | USFILS US FILTER/DAVIS PROD | 8811448 | 08/08/02 | 1,677.00 | 0.00 | 1,677.00 |
| 5467 | 08/22/02 | | WAWORK WATER WORKS & INDUSTRIAL | 319407 | 07/26/02 | 847.42 | 0.00 | 847.42 |
| | | | | 319462 | 08/01/02 | 50.00- | 0.00 | 50.00- |
| Total Check Amount: | | | | | | | | 797.42 |
| 5468 | 08/22/02 | | WESBAN WESBANCO BANK, INC. | 000314939453 | 08/08/02 | 1,241.26 | 0.00 | 1,241.26 |
| 5469 | 08/22/02 | | WVPEIA WVPEIA | 0221603228 | 08/04/02 | 1,635.00 | 0.00 | 1,635.00 |
| 5470 | 08/22/02 | | WVWAT WV WATER & WASTE SUPPLY | 37344724-01 | 07/30/02 | 280.00 | 0.00 | 280.00 |
| | | | | 37406047-01 | 07/30/02 | 154.00 | 0.00 | 154.00 |
| | | | | 37446096-01 | 07/19/02 | 492.50 | 0.00 | 492.50 |
| | | | | 37456701-01 | 07/19/02 | 85.00 | 0.00 | 85.00 |
| | | | | 37477513-01 | 07/19/02 | 98.55 | 0.00 | 98.55 |
| | | | | 37477513-02 | 08/05/02 | 32.85 | 0.00 | 32.85 |
| | | | | 37497090-01 | 07/26/02 | 54.00 | 0.00 | 54.00 |
| | | | | 37517109-01 | 07/26/02 | 28.50 | 0.00 | 28.50 |
| | | | | 37521977-01 | 07/31/02 | 800.30 | 0.00 | 800.30 |
| | | | | 37532239-01 | 08/05/02 | 9.80 | 0.00 | 9.80 |
| | | | | 37537827-01 | 08/05/02 | 1,218.00 | 0.00 | 1,218.00 |
| | | | | 37537859-01 | 08/05/02 | 7,000.00 | 0.00 | 7,000.00 |
| | | | | 37537866-01 | 08/05/02 | 300.00 | 0.00 | 300.00 |
| | | | | 37565990-01 | 08/07/02 | 275.00 | 0.00 | 275.00 |
| | | | | 37566102-01 | 08/07/02 | 120.00 | 0.00 | 120.00 |
| | | | | 37566208-01 | 08/12/02 | 250.00 | 0.00 | 250.00 |
| | | | | 37579060-01 | 08/12/02 | 72.00 | 0.00 | 72.00 |
| | | | | 37581389-01 | 08/12/02 | 38.50 | 0.00 | 38.50 |
| | | | | 37582830-01 | 08/12/02 | 316.00 | 0.00 | 316.00 |
| Total Check Amount: | | | | | | | | 11,625.00 |

DATE: 08/22/02
TIME: 9:13 AM

LUBECK PUBLIC SRVC DSTR
Accounts Payable
Check Register

PAGE 3

CASH ACCOUNT: 1 113150

| CHECK NUMBER | DATE | ID | VENDOR NAME | INVOICE NUMBER | INVOICE DATE | AMOUNT | DISCOUNT AMOUNT | AMOUNT PAID |
|-----------------|----------|----|------------------|-------------------|-----------------|--------|--------------------|-------------|
| 5471 | 08/22/02 | | ZZIPNT ZZZIP.NET | 1722 | 08/14/02 | 350.00 | 0.00 | 350.00 |
| | | | | 1727 | 08/15/02 | 215.00 | 0.00 | 215.00 |
| | | | | 1735 | 08/19/02 | 230.00 | 0.00 | 230.00 |
| | | | | 1740 | 08/20/02 | 100.00 | 0.00 | 100.00 |
| | | | | INTERNET SERVICES | 08/14/02 | 65.00 | 0.00 | 65.00 |

Total Check Amount: 960.00

Number Of Checks Written: 31 Totals: 55,772.02 0.00 55,772.02

End of Check Register ***

DATE: 08/22/02
TIME: 10:09 AM

LUBECK PUBLIC SRVC DSTR
Accounts Payable
Check Register

PAGE 1

CASH ACCOUNT: 1 113150

| -CHECK- | | VENDOR | | INVOICE | | DISCOUNT | |
|---------|----------|--------|-------|----------------------|----------|----------|-------------|
| NUMBER | DATE | ID | NAME | NUMBER | DATE | AMOUNT | AMOUNT PAID |
| 5472 | 08/22/02 | WVRWA | WVRWA | GIBBS-REGIST. CAANAN | 08/22/02 | 110.00 | 110.00 |

End of Check Register ***