

LUBECK PUBLIC SERVICE DISTRICT

SEPTEMBER 12, 2002

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

ATTENDING: James Smith, Lee Johnson, David Steele, James Cox, Charles Flinn,
Phil Postlewait, Charles Callihan, Delores Callihan, Rick Olcott,
Rick Deem, Carol Butler, Kim Braun, Cindy Huxley, Vera Wigal

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		322	486
	2 Lubeck		331	418
	3 Riverhill - Blenn. Heights		237	385
	4 DuPont Road		228	300
	5 Larkmead Road		118	338
	6 LMH - Homewood Road		0	269
	7 Washington Bottom		298	361
	8 New England Ridge		185	317
	9 Lubeck South		219	326
	10 Larkmead Area - Marrtown		31	305
	11 Route 68 South - Hopewell		0	192
	12 Mitchell's		36	75
	Total Customers		2005	3,772

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$4,844.28
Operations & Maintenance Fund - Wesbanco	\$8,050.19
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$31,359.03
WesBanco Trust Fund	\$398,755.03
Transfer From Revenue to Operation & Maintenance Checking Account	\$140,000.00
Transfer From Water Revenue to WesBanco Investment Account	\$0.00
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	\$0.00

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

Transfer From Revenue to Operation & Maintenance Checking	\$13,000.00
Transfer From Revenue to WesBanco Tax Account	\$4,889.29
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

BUSINESS: Prayer by Jim Smith.

- A) Moved by Lee Johnson, seconded by Dave Steele that the minutes of the Board meeting of August 22, 2002 be approved. Passed unanimously.

EXISTING PACKAGE PLANT DEMOLITION & LINE REHABILITATION:

- A) Cindy Musser of WV DEP was down doing an inspection of our facilities and went to the Hyview Terrace plant. It was in deplorable condition and had a leaking sewer line coming into it. The District was given a Notice of Violation on this facility. Jim has removed Ron as the operator and given this plant to Charlie and Mark along with orders to do whatever we need to do to get it back into tip top shape. Jim does not know as yet whether we will get fined or not.
- B) As per the Boards direction at the last board meeting, Jim has contacted Burgess & Niple. Ltd. to see what options they feel are available to the District along with any ideas of cost. Jim has a letter from Ron Schultz that outlines some costs along with time restraints and engineering costs. Ron states in the letter that due to the costs that he feels that the District will need to work on this with our own forces. See attached copy. There were several residents of Pahlhurst present at the Board meeting to express their desire that we quickly get something accomplished with the pond. There was a good discussion and Jim is to get back to them concerning what he feels he can do. The District was given a letter from Charles and Delores Callihan at #4 Pahlhurst concerning the sale of their home.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been done in the District:

- A) Installed 8 water taps since the last Board meeting. There are 7 water taps to be installed. This gives us 51 water taps for 2002. The District has installed 2 sewer taps since the last Board meeting. There is 1 sewer tap to be installed. This gives us 10 sewer taps for 2002.
- B) Repaired water leaks.
- C) Extended sanitary sewer line on Island View Drive.
- D) Completed work orders, spotted lines, set meters.

BURGESS & NIPLE

Lubeck Public Service District
P.O. Box 700
Washington, WV 26181

Re: Pahlhurst Wastewater Treatment Plant
Closure

Attention: Mr. James M. Cox
Manager

September 11, 2002

SEP 2002
RECEIVED

Dear Mr. Cox:

Burgess & Niple, Limited
4424 Emerson Avenue
Parkersburg, WV 26104
304 485.8541
Fax 304 485.0238

We understand that the District is once again considering the closure of the existing wastewater treatment facilities at the Pahlhurst subdivision. As requested, we have performed a preliminary review of the engineering and construction issues associated with this proposed effort.

You may recall that near the completion of the major wastewater system improvements completed by the District in 2000, we requested a proposal from Pipe Plus, Inc. for abandonment of all of the District's existing package plants. It was believed that the most cost-effective method to deal with these plants would be as a change order to an existing construction contract. Pipe Plus was believed to be qualified to perform the work and already had equipment and personnel mobilized in the District. The proposed change order price for the Pahlhurst facilities was \$133,950. This price assumed that the sludge from the existing pond could be land applied. A copy of Pipe Plus' pricing sheet is attached for your convenience. The Pahlhurst facilities were part of a total quote of nearly \$400,000 for removal of all of the District's existing plants.

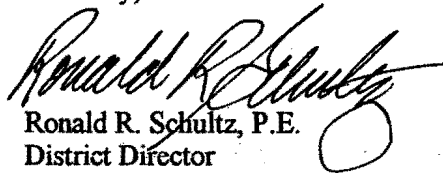
At that time, the District concluded that it did not have the funds available, either in the project budget or from other system revenues, to allow a contractor to complete the removal of the package plants. The District chose a more cost-effective, though more time consuming approach, of removing these facilities with its own forces. Our expectation is that similar financial restrictions exist today making removal of the Pahlhurst facilities using a traditional contract approach impractical.

Applying a traditional public contracting approach to this project would likely increase cost without speeding the process. First, formal construction contract documents will be required resulting in additional engineering fees. We estimate that engineering fees could range from \$10,000 to \$25,000 depending upon the complexity of the construction documents required and the assistance provided in completing the lagoon abandonment documentation for the state. Secondly, the prices given by Pipe Plus in 2000 would likely increase today. A contractor would now have to factor mobilization, as well as three years of cost increases for labor and material, into its price. Finally, given the potential cost of the project, it is probable that the Public Service Commission would view the project as requiring a Certificate of Convenience and Necessity.

September 11, 2002
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Given this scenario, we believe that it is still appropriate for the District to take steps to abandon the existing Pahlhurst wastewater facilities with District forces. We are willing to meet with you at your convenience to discuss this situation and assist in developing other alternatives.

Sincerely,


Ronald R. Schultz, P.E.
District Director

RRS:jkm
Attachment
copy: File

PIPE PLUS, INC.

UTILITY CONTRACTOR



7010 MacCorkle Avenue S.W. • St. Albans, WV 25177 • (304) 722-7400 / Fax 722-4884

May 16, 2000

Mr. John Goodman
Burgess & Niple
4424 Emerson Avenue
Parkersburg, WV 26204

RE: Demolition of Packaged Treatment Plants (Lubeck)

John,

I am pleased to quote this project for the following prices:

Walnut Grove	\$ 17,250.00	\$ 3,450.00**
Wash Apts	\$ 13,125.00	\$ 500.00**
McPherson Sub	\$ 5,625.00	\$ 5,625.00**
Oak Acres	\$ 18,000.00	\$ 3,450.00**
Tarrytowne	\$ 28,250.00	\$ 6,000.00**
Wakefield #1	\$ 16,875.00	\$ 3,000.00**
Wakefield #2	\$ 16,875.00	\$ 3,000.00**
Lubeck Hills	\$ 28,875.00	\$ 0.00**
Rosemar	\$ 15,625.00	\$ 1,800.00**
Palhurst Pond	\$101,700.00	\$ 0.00**
Palhurst #1	\$ 16,125.00	\$ 2,000.00**
Palhurst #2	\$ 16,125.00	\$ 2,000.00**
Lubeck School	\$ 24,375.00	\$ 2,500.00**
Bethel #1	\$ 17,250.00	\$ 3,200.00**
Bethel #2	\$ 23,000.00	\$ 3,450.00**
Sommerville	\$ 23,750.00	\$ 3,800.00**
Total:	\$382,825.00	\$ 43,775.00**

**Deduct for Owner Removing Sewage

All work is to conform to the scope sheet provided by Burgess & Niple (Job No. 24318) dated 4/19/00 with the following exceptions:

1. Add \$100,530.00 should contents of Palhurst Pond not be able to be land applied Owner to get Permit.
2. Deduct \$5,800.00 if Lubeck School Plant is demolished in place.

Should you have questions or comments, please contact me.

Sincerely,

Scott Pierson
President

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

August Water Pumped to System:	29,629,000 Gallons
Homewood Booster Station:	280,000 Gallons
New England Booster Station:	1,807,000 Gallons
High Water Usage and Day:	1,455,000 on 08/23
Low Water Usage and Day:	406,000 on 08/22

Experienced no 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 Public Service Commission has come back stating that the District will be required to make a yearly statement to them concerning the progress on getting water to the Wadesville area and more particularly the Landowner's Non-Profit Water Association area. We will be doing this starting in November 2002.
- C) The District has some prices for replacement of a pump and motor at the water treatment plant. The cost to replace the motor and pump will be \$12,285. This motor was just worked on a little over a year ago. The Board agreed that we should replace both the motor and pump with new ones.
- D) Fred Rader has sent a letter to the WV Development Office in Charleston asking why a surcharge cannot be charged to an area if it is to help pay for the cost of getting the water service to them. Jim has yet to hear from him with their answer.
- E) Meeting adjourned.

Lee Johnson APPROVED James E. Smith ATTESTED

DATE: 09/12/02
TIME: 11:30 AM

LUBECK PUBLIC SRVC DSTR
Accounts Payable
Check Register

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SH ACCOUNT: 1 113150

CHECK ER	DATE	ID	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	AMOUNT	DISCOUNT AMOUNT	AMOUNT PAID
490	09/12/02	ADAMS	KIMBERLY S. ADAMS	SD REF ACCT.10-2003-03	09/11/02	100.92	0.00	100.92
491	09/12/02	ALLIED	ALLIED AUTO GLASS	15591	06/27/02	250.00	0.00	250.00
492	09/12/02	APPALA	APPALACHIAN SOFTWARE, INC	SEPT. 5, 2002	09/05/02	407.96	0.00	407.96
493	09/12/02	AT & T	AT & T	030 337 3531 0010 054 251 6477 001	08/13/02 08/28/02	43.56 19.63	0.00 0.00	43.56 19.63
Total Check Amount:								63.19
494	09/12/02	ATT	ATT WIRELESS SERVICES	2002347009 2800418853	08/27/02 08/27/02	245.00 36.65	0.00 0.00	245.00 36.65
Total Check Amount:								281.65
495	09/12/02	AUTOFL	AUTO FLEET & INDUSTRIAL	102955	09/09/02	36.54	0.00	36.54
496	09/12/02	AUTOZO	AZ COMMERCIAL	1104753874 1104757061	09/03/02 09/06/02	14.92 18.89	0.00 0.00	14.92 18.89
Total Check Amount:								33.81
497	09/12/02	B&N	BURGESS & NIPLE, LIMITED	02PA1379	09/05/02	1,000.00	0.00	1,000.00
498	09/12/02	BARKER	DEANNA BARKER	SD REF ACCT.5-0535-01	09/11/02	37.85	0.00	37.85
499	09/12/02	BOGLEY	CHRISTINE BOGLEY	SD REF ACCT.2-3095-01	09/11/02	50.46	0.00	50.46
500	09/12/02	BROWN	JOSEPH M. BROWN	SEPT. 10, 2002	09/10/02	383.62	0.00	383.62
501	09/12/02	BUSICK	KURT & NOMA BUSICK	SD REF ACCT.7-3250-04	09/11/02	100.99	0.00	100.99
502	09/12/02	C&P	VERIZON	000042342669-16Y	08/17/02	402.41	0.00	402.41
503	09/12/02	CANON	CANON FINANCIAL SERVICES	3395097	09/06/02	223.01	0.00	223.01
504	09/12/02	CAPLIN	ROY CAPLINGER, JR.	SD REF ACCT.10-0555-03	09/11/02	16.21	0.00	16.21
505	09/12/02	CARNIC	CHRISTINE CARNICLE	SD REF ACCT.1-0118-01	09/11/02	50.25	0.00	50.25
506	09/12/02	CHEVRO	CHEVRON USA INC	7890819706208	08/30/02	63.65	0.00	63.65
507	09/12/02	CITGO	CITGO PETROLEUM CORP.	00131451312	08/30/02	628.47	0.00	628.47
508	09/12/02	CLAREN	CLARENONT CHEMICALS	9978	09/05/02	55.64	1.11	54.53

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AMOUNT PAID

Total Check Amount: 1,627.93

DATE: 09/12/02
 TIME: 11:30 AM

LUBECK PUBLIC SRVC DSTR
 Accounts Payable
 Check Register

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ASH ACCOUNT: 1 113150

CHECK NUMBER	DATE	ID	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	AMOUNT	DISCOUNT AMOUNT	AMOUNT PAID
5529	09/12/02	LUBSD	LUBECK PSD	SD REF ON ACCTS.	09/11/02	858.17	0.00	858.17
5530	09/12/02	MCVEYK	KENNETH MCVEY	SD REF ACCT. 9-2670-01	09/11/02	50.46	0.00	50.46
5531	09/12/02	NIKE	NIKE'S COLLISION REPAIR	1995 GMC JIMNY REPAIRS	08/14/02	745.60	0.00	745.60
5532	09/12/02	MILLER	MILLER COMMUNICATIONS	77955	07/17/02	75.00	0.00	75.00
5533	09/12/02	MUNICI	MUNICIPAL BOND COMMISSION	90 A REVENUE ACCOUNT	09/09/02	21,672.00	0.00	21,672.00
				90 B REVENUE ACCOUNT	09/09/02	313.00	0.00	313.00
Total Check Amount:								21,985.00
5534	09/12/02	MUNICS	MUNICIPAL BOND COMMISSION	#LUB-S-1-99-A-W0-06	09/09/02	36,480.00	0.00	36,480.00
				#LUB-S-1-99-B-W0-06	09/09/02	4,390.00	0.00	4,390.00
				#LUB-S-2-99-A-W0-06	09/09/02	5,480.00	0.00	5,480.00
				#LUB-S-2-99-B-W0-06	09/09/02	660.00	0.00	660.00
Total Check Amount:								47,010.00
5535	09/12/02	MYERS	MYERS SEPTIC TK. CLEANING	006870	08/02/02	300.00	0.00	300.00
5536	09/12/02	NEWARK	NEWARK ELECTRONICS	6497924	08/26/02	105.60	0.00	105.60
5537	09/12/02	NORTHW	NORTHWESTERN LANDFILL, INC	614411	08/27/02	369.45	0.00	369.45
				616144	09/06/02	345.27	0.00	345.27
Total Check Amount:								714.72
5538	09/12/02	OFFICE	OFFICE DEPOT CREDIT PLAN	6011564203427100	09/04/02	101.96	0.00	101.96
5539	09/12/02	OHIO V	OHIO VALLEY MEDICAL	161052	08/30/02	90.00	0.00	90.00
5540	09/12/02	PARKNS	PARKERSBURG SENTINEL CO.	L00266	09/09/02	177.79	0.00	177.79
5541	09/12/02	PETERS	MELISSA A. PETERS	SD REF ACCT. 7-0210-02	09/11/02	50.43	0.00	50.43
5542	09/12/02	PKSEWR	PARKERSBURG SANITARY BD	AUGUST, 2002 PKSB SEVER	08/27/02	12,172.61	0.00	12,172.61
5543	09/12/02	PO	WASHINGTON POSTMASTER	SEPT. 2002 BILL. POST.	09/09/02	700.00	0.00	700.00
5544	09/12/02	POSTLE	PHILIP R. POSTLEWAIT CPA	AUG. 2002 SERVICES	09/01/02	2,200.00	0.00	2,200.00
5545	09/12/02	PRATHE	PRATHER ENTERPRISES	AUGUST 2002 SERVICES	08/30/02	300.00	0.00	300.00
5546	09/12/02	RAKEPA	PANELA RAKE	SD REF ACCT. 10-0506-02	09/11/02	50.11	0.00	50.11

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CHECK NO.	DATE	ID	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	AMOUNT	DISCOUNT AMOUNT	AMOUNT PAID
5547	09/12/02	REYNOJ	JAMES D. REYNOLDS	SD REF ACCT.4-0440-01	09/11/02	50.43	0.00	50.43
5548	09/12/02	REYNOL	REYNOLDS, INC.	P 60206	08/16/02	11,719.70	0.00	11,719.70
5549	09/12/02	RUS	CINTAS	37480-0420	08/13/02	89.20	0.00	89.20
				37487-0443	08/20/02	89.20	0.00	89.20
				37494-0435	08/27/02	89.20	0.00	89.20
				37501-0442	09/03/02	89.20	0.00	89.20
				531108752	09/10/02	83.40	0.00	83.40
						Total Check Amount:		440.20
5550	09/12/02	SHAFPE	JO ELLEN SHAFFER	SD REF ACCT.10-0514-02	09/11/02	101.07	0.00	101.07
5551	09/12/02	SINNET	KELLY M. SINNETT	SD REF ACCT.12-4625-00	09/11/02	100.92	0.00	100.92
5552	09/12/02	SMITHC	SMITH CONSTRUCTION	2739	06/20/02	537.50	0.00	537.50
				2744	07/31/02	650.00	0.00	650.00
						Total Check Amount:		1,187.50
5553	09/12/02	SMITHH	HAROLD E. SMITH	2/3 HEALTH INSURANCE	08/23/02	153.34	0.00	153.34
5554	09/12/02	SMITHJ	JAMES E. SMITH	AUG. 2002 REG. MEETINGS	09/09/02	200.00	0.00	200.00
5555	09/12/02	SMITHP	PAULA M. SMITH	SD REF ACCT.3-1610-01	09/11/02	50.04	0.00	50.04
5556	09/12/02	SMITHY	YVONNE SMITH	SD REF ACCT.10-2046-05	09/11/02	41.63	0.00	41.63
5557	09/12/02	STEELE	DAVID D. STEELE	AUG. 2002 REG. MEETINGS	09/09/02	200.00	0.00	200.00
5558	09/12/02	STEERS	STEERS HEATING & COOLING	NEW UNIT AIR COND. OFF.	08/23/02	2,524.00	0.00	2,524.00
5559	09/12/02	STELEC	STATE ELECTRIC SUPPLY	2103490-00	08/29/02	28.81	0.00	28.81
5560	09/12/02	STEGUI	STATE EQUIPMENT, INC.	5043935502208833	09/10/02	550.00	0.00	550.00
				P 09683	08/27/02	115.89	0.00	115.89
						Total Check Amount:		665.89
5561	09/12/02	STUNPA	ANGELA STUMP	SD REF ACCT.6-0075-02	09/11/02	100.92	0.00	100.92
5562	09/12/02	STUMPJ	JULIE A. STUMP	SD REF ACCT.9-0820-01	09/11/02	50.46	0.00	50.46
5563	09/12/02	TAYLOR	HAROLD'S REFUSE REMOVAL	C033	09/09/02	44.96	0.00	44.96
				C069	09/09/02	44.96	0.00	44.96
						Total Check Amount:		89.92

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ASH ACCOUNT: 1 113150								
-CHECK-		-VENDOR-						
BER	DATE	ID	NAME	INVOICE NUMBER	INVOICE DATE	AMOUNT	DISCOUNT AMOUNT	AMOUNT PAID
5564	09/12/02	TESACO	TESA COMPANY, INC.	65912	08/28/02	353.96	0.00	353.96
5565	09/12/02	TRI-SR	TRI-STAR PAGING	42474208	09/01/02	29.85	0.00	29.85
5566	09/12/02	USABLU	USA BLUEBOOK	581753	08/27/02	419.14	0.00	419.14
5567	09/12/02	USDA	RURAL ECONOMIC	AUG. 2002 SURCHARGES	09/01/02	1,240.60	0.00	1,240.60
				PAYMENT	09/01/02	2,585.00	0.00	2,585.00
Total Check Amount:								3,825.60
5568	09/12/02	USFILS	US FILTER/DAVIS PROD	8811733	09/06/02	1,560.00	0.00	1,560.00
5569	09/12/02	YANOST	KAREN A. VANOSTER	SD REF ACCT.3-0005-01	09/11/02	100.92	0.00	100.92
5570	09/12/02	WAWORK	WATER WORKS & INDUSTRIAL	319704	08/29/02	716.00	0.00	716.00
				319705	08/29/02	125.00	0.00	125.00
Total Check Amount:								841.00
5571	09/12/02	WESBAN	WESBANCO BANK, INC.	000314939453	09/08/02	1,241.26	0.00	1,241.26
5572	09/12/02	WESTFI	WESTFIELD GROUP	4701235316 001 000010	08/25/02	3,285.75	0.00	3,285.75
5573	09/12/02	WOLFE	WOLFE SAFETY	14001	09/03/02	51.88	0.00	51.88
5574	09/12/02	WTRENV	JAMES C. WRIGHT	3320	09/03/02	565.00	0.00	565.00
5575	09/12/02	WVCHOC	WV CHOC. WORKS &	SD REF ACCT.2-1092-03	09/11/02	30.55	0.00	30.55
5576	09/12/02	WVDHH	WV DEPT OF HEALTH & HUMAN	129358	08/31/02	8.00	0.00	8.00
5577	09/12/02	WVRET	WV PUBLIC EMP RETIREMENT	PERIOD ENDING 08/31/02	08/28/02	4,738.17	0.00	4,738.17
5578	09/12/02	WVTAX	WV DEPT OF TAX & REVENUE	PERIOD ENDING 08/31/02	08/08/02	1,428.44	0.00	1,428.44
5579	09/12/02	WVWAT	WV WATER & WASTE SUPPLY	37585893-01	08/23/02	177.12	0.00	177.12
				37612624-01	08/20/02	679.25	0.00	679.25
				37612624-02	09/06/02	48.75	0.00	48.75
				37612624-03	09/06/02	12.00	0.00	12.00
				37613442-01	08/20/02	118.00	0.00	118.00
				37616712-01	08/20/02	235.50	0.00	235.50
				37651509-01	09/06/02	189.12	0.00	189.12
				37660968-01	09/06/02	1,008.50	0.00	1,008.50
				37687426-01	09/04/02	150.00	0.00	150.00
Total Check Amount:								2,618.24

DATE: 09/12/02
TIME: 11:30 AM

LUBECK PUBLIC SRVC DSTRCT
Accounts Payable
Check Register

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CASH ACCOUNT: 1 113150

CHECK NUMBER	DATE	ID	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	AMOUNT	DISCOUNT AMOUNT	AMOUNT PAID	
5580	09/12/02		ZIELIN MARK ZIELINSKI	REFUND ON CONV. TAP	09/09/02	99.33	0.00	99.33	
5581	09/12/02		ZZIPMT ZZZIP.NET	1743	08/23/02	340.00	0.00	340.00	
Number Of Checks Written: 92						Totals:	136,682.58	1.11	136,681.47

End of Check Register ***