

LUBECK PUBLIC SERVICE DISTRICT

JANUARY 23, 2003

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

ATTENDING: James Smith, Lee Johnson, David Steele, James Cox, Phil Postlewait,
 Jimmy McCumbers

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	315	484
	2	Lubeck	327	411
	3	Riverhill - Blenn. Heights	280	385
	4	DuPont Road	231	296
	5	Larkmead Road	113	336
	6	LMH - Homewood Road	0	274
	7	Washington Bottom	292	355
	8	New England Ridge	177	317
	9	Lubeck South	204	321
	10	Larkmead Area - Marrtown	33	295
	11	Route 68 South - Hopewell	0	197
	12	Mitchell's	53	72
		Total Customers	2025	3,743

TREASURER'S REPORT:

Revenue Fund - United National Bank	(\$14,960.90)
Operations & Maintenance Fund - Wesbanco	\$4,476.84
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$27,391.14
WesBanco Trust Fund	\$400,548.52
Transfer From Revenue to Operation & Maintenance Checking Account	\$7,700.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$15,000.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Water Revenue to Sewer Projection Construction	\$0.00
Transfer From Investment Account to Operation & Maintenance Account	\$70,000.00

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

Transfer From Revenue to Operation & Maintenance Checking	\$14,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,046.02
Transfer From Revenue to Operation & Maintenance Checking	\$0.00
Transfer From Revenue to WesBanco Tax Account	\$0.00

BUSINESS: Prayer by Jim Smith.

- A) Moved by Dave Steele, seconded by Lee Johnson that the minutes of the Board meeting of January 9, 2003 be approved. Passed unanimously.

EXISTING SEWER PLANT DEMOLITION, ETC.:

- A) The District has completed the removal of the Tarrytowne plant. The District hauled 39 loads of dirt to the Tarrytowne plant. The District will be looking at either Lubeck Hills or Pahlhurst for the next place to work.

DISCUSSION OF DISTRICT HAPPENINGS:

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

- A) Installed 0 water taps since the last Board meeting. There are 0 water taps to be installed. This gives us 0 water taps for 2003. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gives us 0 sewer taps for 2003.
- B) Continuing to clean and straighten up in the garage.
- C) Worked on 1 leak.
- D) The men have been going out on several frozen water line calls.
- E) Snow removal around office and parking lot.
- F) Completed work orders, spotted lines, testing and setting meters.

GENERAL BUSINESS:

- A) Moved by Lee Johnson, seconded by Dave Steele that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.
- B) Moved by Dave Steele, seconded by Lee Johnson that the financial statement for the month of December 2002 be accepted as presented by Philip R. Postlewait, Jr., CPA. Passed unanimously.
- C) The District has received the Recommended Final Decision from the Public Service Commission in reference to the Wellesley sewer system. The District has been held in the right and Wellesley has been ordered to file for a certificate of Convenience and Necessity to operate a facility and charge rates within 20 days of this Order becoming final.

- D) The District has received a letter from the West Virginia Department of Administration concerning the acquisition of commodities and services in the case of a Declared Emergency. Basically, it states that you will get three (3) quotes for whatever is needed.
- E) The District has been told to make application for a sewer line under Corridor D to serve the area next to Craig Arnold and others. There is still some discussion going on as to who will pay for this. It is the District's position that we had the area available to us by just laying a line to serve them. With this project the District can no longer do that.
- F) The District's engineering agreement calls for Burgess & Niple to do the design for the new Riverhill Road tank at this time. Jim has instructed them to proceed with this. This way we will be ready to construct the tank as soon as we can get the money. The District has boring proposals out for this work.
- G) Ben McPherson was in yesterday to discuss what he is proposing as a subdivision along Lake Washington Road. The District will eventually need to give him a letter stating that water and sewer service is available. He will have to install one larger pump station to serve most of the back part of the subdivision and one smaller one for the front of the subdivision next to Lake Washington Road.
- H) The District has sent a letter to Guy Mick and Gary Scott asking to pay material cost differences between the 4" line and a proposed 6" line out County Route 30/2. The District put together a cost comparison to submit what difference would we pay. The State is now asking Burgess and Niple (B&N) to do an estimate. The District is going to send B&N what we did for them to look at and verify.
- I) Mr. Tebay has mentioned to the Mid Ohio Valley Regional Council that we need to resubmit the Wadesville Water Project. The District agrees with this and asked Regional Council to pursue.
- J) The District has had a request to potentially extend water over to South Street out of Wildwood. If this is done it will be as a self help project.
- K) The District has had the first request for four or five long service lines to serve an area of new homes. Jim talked to a customer who was asking about extending a six inch line. However, when the customer found out that he had to go under the roadway with an encasement he came back wanting to do long service lines. Jim told him that he did not think it would be allowed but would check at the next meeting and get back to him. The Board agrees that this is not acceptable.

- L) Mr. Campbell from the Department of Transportation stated that he could not allow us to get the pole building at this time. The District will have to wait until the Contract is let and talk to the successful contractor.
- M) Talked about C-8 settlement potential articles in the papers today.
- N) Moved by Lee Johnson, seconded by Dave Steele that the District apply for a BP Fleet account for gasoline for the vehicles. They have been having a better gas price than the other stations in the District. In addition, the District was forced to purchase gas at Tebay's yesterday because the Citgo was not pumping gas. Since Tebays is the only other station that we have a credit account with, we were forced to use that station.
- O) Moved by Lee Johnson, seconded by Dave Steele that the Board go into Executive Session, pursuant to 6-9A-4 of the Open Governmental Statue. An executive session of the District's Board is necessary to discuss personnel matters. Passed unanimously. It was noted for the record that Jim McCumbers left the meeting at this time.
- P) Moved by Dave Steele, seconded by Lee Johnson that the Board come out of Executive Session with no decisions having been made.
- Q) Out of Executive Session the Manager of the District is hereby directed to talk with employee that was discussed in the Executive Session.
- R) Meeting adjourned.

James E. Smith APPROVED David D. Steel ATTESTED