

LUBECK PUBLIC SERVICE DISTRICT

FEBRUARY 13, 2003

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

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

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	315	484
	2 Lubeck	328	412
	3 Riverhill - Blenn. Heights	281	383
	4 DuPont Road	231	295
	5 Larkmead Road	113	335
	6 LMH - Homewood Road	0	274
	7 Washington Bottom	291	354
	8 New England Ridge	177	316
	9 Lubeck South	203	320
	10 Larkmead Area - Marttown	33	301
	11 Route 68 South - Hopewell	0	197
	12 Mitchell's	53	71
	Total Customers	2025	3,742

**TREASURER'S REPORT:**

Revenue Fund - United National Bank	\$250.16
Operations & Maintenance Fund - Wesbanco	\$4,718.38
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$27,399.22
WesBanco Trust Fund	\$300,396.57

Transfer From Revenue to Operation & Maintenance Checking Account	\$114,000.00
Transfer From Revenue to Operation & Maintenance Che cking Account	\$0.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to Operat ion & 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	\$10,000.00

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	\$5,218.19
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 23, 2003 be approved. Passed unanimously.

EXISTING SEWER PLANT DEMOLITION, ETC.:

- A) The men have completed the removal of the Pahlhurst and Ros Mar plants.

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 is 1 water tap 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) Tested more water meters.
- C) Did turn offs and turn ons.
- D) Lake Ron - Had to replace a frozen water service line that we think was caused by the sewer project.
- E) Repaired service line break in Pinewood Village.
- F) Helped water plant operators pull high service pump and motor.
- G) Replaced gate chain.
- H) Snow removal and helped operators clean out clearwell.
- I) Completed work orders, spotted many lines for the gas company, set meters.

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

- A) January Water Pumped to System: 24,401,000 Gallons
  - Homewood Booster Station: 196,000 Gallons
  - New England Booster Station: 1,604,200 Gallons
  - High Water Usage and Day: 1,075,000 on 01/23
  - Low Water Usage and Day: 577,000 on 01/13
- B) Have experienced no overflows.

## 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) The District has received the agreement for the betterment of the water lines for the Corridor D project area around Coal Hollow. The engineers came up with a slightly different number than the District based upon actual bids received on other parts of the project. Therefore, this contract is for \$4,680.00. Moved by Dave Steele, seconded by Lee Johnson that the District sign the agreement for \$4,680. Passed unanimously.
- C) The District has filled out our renewal request for Public Officials Liability insurance. The District needs to sign it so it can be sent back to John Padden for pricing.
- D) The District has received the exceptions of Barry Dew and Anthony Playtis from the Public Service Commission regarding the Wellesley sewer system. This was expected. Mr. Hayhurst will be responding to this for the District.
- E) Mr. Brown has asked the District if we would be interested in paying to have the remaining customer sewer connections installed and then surcharging the cost to the customer. Discussion ensued. It was decided that the District could not do this because we cannot loan money and it would not be fair to those customers who may have had to go out and borrow the money to have theirs connection installed.
- F) A property owner is again upset with the District over the owner regulation that requires him to pay his tenants bill if they don't pay it. He claims that he should be notified immediately if someone does not pay their bill on time. We have used the law that states that the District has 30 days after it becomes delinquent to notify the owner. This has been done because usually the tenant pays the delinquent bill before they get the next bill and therefore there is no problem. However, the problem occurs when a tenant moves out is generally when we see the problem. John has found that he can print a copy of the owners' tenants who are delinquent. The District could send this to any property owner who requests a copy. Discussion ensued concerning whether it would be legal for the District to give out tenant information to the property owner at this point. The District will check with their attorney for the next meeting. Further, it should be noted that there is a bill in the Legislature that would change the law and do away with owner responsibility. It will however, give the Districts a larger security deposit (3 months average water and sewer, this would be 189.81 for Lubeck) that will not be refunded until the tenant moves out and pays their final bill. The security deposits will no longer be required to pay interest. A property owner would still be required to

pay a security deposit but they would get theirs back after 12 timely payments.

G) Go over information received from our attorney concerning the C-8.

H) Meeting adjourned.

 APPROVED  ATTESTED