

LUBECK PUBLIC SERVICE DISTRICT

JULY 24, 2003

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

ATTENDING: Lee Johnson, David Steele, James M. Cox, Jimmy McCumbers and
 Phil Postlewait.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	316	490
	2	Lubeck	335	421
	3	Riverhill - Blenn. Heights	282	388
	4	DuPont Road	234	299
	5	Larkmead Road	109	329
	6	LMH - Homewood Road	0	274
	7	Washington Bottom	300	372
	8	New England Ridge	177	317
	9	Lubeck South	210	325
	10	Larkmead Area - Marrtown	37	296
	11	Route 68 South - Hopewell	0	205
	12	Mitchell's	51	70
		Total Customers	2051	3,786

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$647.79
Operations & Maintenance Fund - Wesbanco	\$21,054.87
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$48,548.68
WesBanco Trust Fund	\$210,159.22

Transfer From Revenue to Operation & Maintenance Checking Account	\$37,500.00
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 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	\$0.00

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

Transfer From Revenue to Operation & Maintenance Checking	\$25,000.00
Transfer From Revenue to WesBanco Tax Account	\$6,874.59
Transfer From Revenue to Operation & Maintenance Checking	\$0.00
Transfer From Revenue to WesBanco Tax Account	\$0.00

BUSINESS: Prayer by Jim Cox.

- A) Moved by Dave Steele, seconded by Lee Johnson that Lee Johnson serve as Chairman during tonight's meeting in the absence of the Chairman. Passed unanimously.
- B) Moved by Dave Steele, seconded by Lee Johnson that the minutes of the Board meeting of July 10, 2003 be approved. Passed unanimously.

EXISTING PACKAGE PLANT DEMOLITION & LINE REHABILITATION:

- A) The District has began working on the removal of the Wakefield sewer plants.

DISCUSSION OF DISTRICT HAPPENINGS:

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

- A) Installed 7 water taps since the last Board meeting. There are 8 water taps to be installed. This gives us 40 water taps for 2003. Installed 3 sewer taps since the last Board meeting. The District has 1 sewer tap to be installed. This gives us 9 sewer taps for 2003.
- B) Finally got power restored on Friday at midnight after the tornado. This caused the District to spend several thousand dollars in wages and equipment costs to keep the water and sewer flowing.
- C) We cut and capped the 6" water main on Woodyard Creek road so a customer could cut in his driveway. The District will have to go back and lower the water line.
- D) Did a road bore for a sewer tap on Homewood Road. The cost on this was about \$325 as compared to having a steel casing bored at about \$3,000.
- E) Completed work orders, spotted lines, set meters.

GENERAL BUSINESS:

- A) The District has received our letter from the Infrastructure Council stating that our \$1,968,000 project was approved with Water Development Authority funding.

- B) The District has received a letter of thanks from one of our customers for our installation of their meter setting.
- C) 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.
- D) The District has an engagement letter from John Altman of Altman and Associates, PLLC to do our audit for the period ending June 30, 2003. The price will be the same as last year, \$2,500. Moved by Dave Steele, seconded by Lee Johnson that the District accept the quote from John Altman for our annual audit. Passed unanimously.
- E) The District has received new quotes for our insurance coverage for all aspects of the District. St. Paul gave us a bid of \$50,876 to cover everything that we need to cover except our Department of Highways Permit coverage. Westfield quoted part of the coverage and the State of West Virginia quoted the remainder of coverage's to complete the package for a price of \$53,043. However, this coverage does not have prior acts coverage for Public Officials and Employment Practices coverage's. The St. Paul one does provide us with this coverage. St. Paul's coverage has a \$2,500 deductible for Sewer Backup and a \$15,000 deductible for Employment Practices Liability. These in the past have been limited to \$500. No one would quote us any excess umbrella coverage. John Padden did tell Jim that it is rare now days for anyone to get any excess coverage included in their quotes. The quote does cover acts of Terrorism. The only bad part is that our billing will be quarterly instead of monthly as we have been used to having. It is John Padden and Jim Cox's recommendation that the District accept the St. Paul coverage. Moved by Dave Steele, seconded by Lee Johnson that the District accept the quote of \$50,876 from St. Paul Insurance Company for our insurance coverage.
- F) The District has had a gentleman come into the office asking about getting water and sewer to a piece of property that he owns along and off of Island View Drive. Jim has told him that he feels that the District will require him to extend 6" water and sewer services into the property. The Board was in agreement with Jim's decision. The District would enter into a rebate agreement with him concerning the water line extension but not the sewer line extension.

Lee Johnson APPROVED David R. Stob ATTESTED