

LUBECK PUBLIC SERVICE DISTRICT

OCTOBER 9, 2003

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

ATTENDING: James E. Smith, Lee Johnson, David Steele, Jim Cox,
 Jimmy McCumbers, Charles Flinn, Mike Wright,
 Virginia Sines, Jean Griffith, Glenda Tucker,
 Maureen Sylvester, Lee Sylvester, Bill Argabrite,
 Dan Casto and Richard Hayhurst.

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	317	490
	2 Lubeck	334	432
	3 Riverhill - Blenn. Heights	282	382
	4 DuPont Road	231	291
	5 Larkmead Road	108	330
	6 LMH - Homewood Road	0	276
	7 Washington Bottom	297	367
	8 New England Ridge	176	316
	9 Lubeck South	211	327
	10 Larkmead Area - Marriown	44	308
	11 Route 68 South - Hopewell	0	206
	12 Mitchell's	49	69
	Total Customers	2049	3,794

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$12,268.46
Operations & Maintenance Fund - Wesbanco	\$3,975.96
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$27,154.84
WesBanco Trust Fund	\$210,760.25
Transfer From Revenue to Operation & Maintenance Checking Account	\$33,500.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$20,500.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$25,500.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$40,000.00
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	\$16,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,487.03
Transfer From Revenue to Operation & Maintenance Checking	\$14,700.00
Transfer From Revenue to WesBanco Tax Account	\$5,452.00

BUSINESS: Prayer by Jim Smith.

- A) Moved by Lee Johnson, seconded by Dave Steele that the minutes of the Board meeting of September 11, 2003 be approved. Passed unanimously.
- B) It was noted that the Board meeting of September 25, 2003 had been canceled due to a lack of a quorum.

EXISTING PACKAGE PLANT DEMOLITION & LINE REHABILITATION:

- A) Charlie and Mark continues to work on operation and maintenance of the Hyview Terrace plant.
- B) The District continues to work on the demolition of the Wakefield plant and the decommissioning of the Lubeck Hills pond.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been happening in the District:

- A) Installed 6 water taps since the last Board meeting. There are 3 water taps to be installed. This gives us 59 water taps for 2003. The District has installed 2 sewer taps since the last Board meeting. There are 2 sewer taps to be installed. This gives us 12 sewer taps for 2003.
- B) Repaired six water line leaks.
- C) Changing water meters in sections 7 & 9.
- D) Testing water meters and two employees received their meter testing certificate.
- E) Continue to work on tearing out the old fence line at the well field.
- F) Did turn offs and turn ons.
- G) Ran the sewer camera at Wakefield.
- H) Completed work orders, spotted lines, set meters.

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

September Water Pumped to System:	23,765,000 Gallons
Homewood Booster Station:	186,000 Gallons
New England Booster Station:	3,570,000 Gallons
High Water Usage and Day:	961,000 on 09/02
Low Water Usage and Day:	542,000 on 09/21

Experienced 20,000 gallon overflow at New England Tower due to a level instrument problem. The other excess flow was due to the altitude reducing station at Tarrytowne failing.

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 rate case has been publicized for the two weeks required and we are now in the position of waiting on the Public Service Commission to make their inquiries and recommendations. We are receiving several letters against the increase. Discussion was held concerning the proposed rate increase. A question was raised as to whether it had been advertised for the 2 consecutive weeks or not. Jim will check in the morning.
- C) West Virginia will be having a meeting on Homeland Security on November 9 and 10, 2003. Jim is planning on attending this meeting provided there is space in the class. He has sent in the reservation form but have not heard back as to whether the class is full or not.
- D) The Board needs to be aware that there are new Rules taking effect October 24, 2003 relating to the Public Service Commission. Jim has noticed some very important items in the new rules that will affect the District. First is the fact that if someone wants to extend water service, the District must pick up the cost of the first road bore. Jim will have to look at this section further to make sure that this cost can be included as part of our portion of the free extension rule. Second, the rebate cost to the District will be going up. It has been three and one-half years of 4,500 gallon bill. it is now five years net bill which is gross bill less the incremental cost of water. As an example of how this affects us, the current rebate is \$850.50 per customer. The new calculation would be $\$20.25 \times 60 \text{ months} = \$1,215. - (4.5 \times 60 \times \$0.50) = \$1,080 \text{ rebate}$.
- E) Moved by Lee Johnson, seconded by Dave Steele that the District move forward with the condemnation of a temporary easement for access to the Lubeck Hills sewer pond, if necessary. Passed unanimously.
- F) The Board needs to go into Executive Session. Pursuant to 6-9A-4 of the Open Governmental Statute, an executive session of the District's board is necessary to discuss matters involving or affecting the purchase, sale or lease of property, advance construction planning, which, if made public, might adversely affect the financial or other interest of the political subdivision, Section 9. A vote was taken with all members of the Board voting to go into Executive Session for the above stated reason. Passed unanimously.

G) Jim Smith reported that the District was coming out of Executive Session with no business having been taken.

H) Meeting adjourned.

David W. Steel APPROVED James E. Smith ATTESTED
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