

LUBECK PUBLIC SERVICE DISTRICT

FEBRUARY 10, 2004

James E. Smith, Chairman
 Paul W. Smith
 Lee Johnson, Treasurer

Attending: James E. Smith, Lee Johnson, Paul W. Smith, Jim Cox
 Phil Postlewait, Jr., Rodney Holbert, Craig Richards,
 John Tennant, Lucille Morales, Virginia Sines, Tony Kemp,
 Bill Argabrite, Judy Boston, Steve Bailey, H.R. Bailey,
 Evan Bevins, Grady Camp, Wanda Camp, John Penczak,
 Lee Sylvester, Kyle Holbert, and Jimmy McCumbers.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		312	485
	2 Lubeck		333	429
	3 Riverhill - Blenn. Heights		279	375
	4 DuPont Road		227	289
	5 Larkmead Road		104	328
	6 LMH - Homewood Road		0	274
	7 Washington Bottom		298	360
	8 New England Ridge		177	316
	9 Lubeck South		211	322
	10 Larkmead Area - Marrtown		44	302
	11 Route 68 South - Hopewell		0	209
	12 Mitchell's		51	73
	Total Customers		2036	3,762

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$240.60
Operations & Maintenance Fund - Wesbanco	(\$26,478.78)
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$24,182.17
WesBanco Trust Fund	\$165,275.65
Transfer From Revenue to Operation & Maintenance Checking Account	\$5,000.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$5,000.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$5,000.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$20,000.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$47,000.00
Transfer From Revenue to Operation & Maintenance Checking Account Held	\$10,000.00
Transfer From Revenue to Operation & Maintenance Checking Account Held	\$4,000.00
Transfer From Revenue to Operation & Maintenance Checking Account Held	\$6,000.00
Transfer From Revenue to Operation & Maintenance Checking Account Held	\$10,000.00
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	\$16,000.00
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	\$15,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,588.29
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 Lee Johnson, seconded by Paul Smith that the minutes of the Board meeting of January 22, 2004 be approved. Passed unanimously.
- B) Meeting was called to order by James E. Smith stating that this was a public meeting to receive comments on the Environmental Impact Report. Jim Cox then asked if there were any questions or comments concerning the report that had been available at the Rural Utilities Services office for review. There were no comments made concerning the report. Therefore, James E. Smith moved that the part of the meeting dealing with the report be closed.

DISCUSSION OF DISTRICT HAPPENINGS:

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

- A) Installed 2 water taps since the last Board meeting. There is 1 water tap to be installed. This gives us 3 water taps for 2004. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gives us 3 sewer taps for 2004.
- B) Tested water meters.
- C) Did turn offs and turn ons.
- D) Removed old hydrant from intersection of Route 68 and Route 95 for use in another location or as parts to other hydrants, depending upon its condition.
- E) Snow removal.
- F) Helped water plant operators by cleaning and painting piping and tanks.
- G) Checking for location of manholes in Wellesley.
- H) Repaired one main line leak caused by a contractor and one service line leak caused by a saddle rusting off the main.
- I) Completed work orders, set meters, etc.

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

- A) January Water Pumped to System: 26,364,000 Gallons
Homewood Booster Station: 206,000 Gallons
New England Booster Station: 2,648,800 Gallons
High Water Usage and Day: 1,040,000 on 01/13
Low Water Usage and Day: 641,000 on 01/23

- B) Have experienced 100,000 plus the Harper leaks at Meadow Drive and Old Wolfe Camper Sales.

GENERAL BUSINESS:

- A) Moved by Paul Smith, 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 District has received a letter from the Mid Ohio Valley Regional Council asking that if the District wants to resubmit the Wadesville Water Project For Small Cities Block Grant funding? Moved by Paul Smith, seconded by Lee Johnson that the District reapply for funding from Small Cities Block Grant for next year for the Wadesville Water Project are. Passed unanimously.

- C) Moved by Lee Johnson, seconded by Paul Smith that the District sign new signature cards for Wesbanco and BB & T. See attached Resolutions. Also authorizing Mr. Smith, Chairman, to sign a letter to Wesbanco stating who may transfer funds from our investment account to the Operation and Maintenance account. Passed unanimously.

- D) The District has received the acceptance of the Rural Utilities Services for the engineering agreement. Mr. Richard's has it with him for your signature. It is broken down into basically three parts. (Section C, pages 2 & 3) The first part is for the Study, Report, and Design Phase of the project. This portion is \$159,000 less payments already paid by our monthly payment agreement. The second section is for services under the portions called Bidding and Negotiating, Construction, and Post Construction Phases of the project. This section is an amount not to exceed \$132,600. The third section is for the Project Representative Services during the Construction Phase. This third section is for and amount not to exceed \$125,700. There are possible other expenditures should the District need any Additional Services. There is a Table of the Hourly Rate Schedule included as Exhibit C, Attachment 2. Is it the pleasure of the Board to sign this agreement? It was moved by Lee Johnson, seconded by Paul Smith that the Board hold any action on the engineering agreement until the next board meeting to allow them time to take the agreement home and review it before the February 26, 2004 meeting

at which time they will either approve or disapprove it. Passed unanimously.

- E) The three Board members have been signed up to attend the Public Service Commission training course. We have received a letter of confirmation for them.
- F) Mr. Charles Flinn wanted us to make sure that the Board did not forget that he still needs water.
- G) Mr. Hayhurst informed the Board of the Community Improvement Act that was adopted last year by the state legislature which allows property owners to impose a levy on themselves for infrastructure type projects. Water and/or sewer line extensions could be accomplished using this type of funding.
- H) Moved by Paul Smith, seconded by Lee Johnson that the Board convene in special Board meetings at 1:30 PM and 6:30 PM on February 17, 2004 at the Parkersburg Municipal Council Chambers for the purpose of conducting such business as may come before it as a result of the public meeting. Passed unanimously.
- I) Moved by Lee Johnson, seconded by Paul Smith that the Board go into Executive Session, pursuant to 6-9A-4 of the Open Governmental Statue, Exemption 12. Passed unanimously.
- J) Jim Smith noted that the Board was out of Executive Session and that no action had been taken in the session and no action would be taken out of session. it was an informational meeting only.
- K) Meeting adjourned.

 APPROVED  ATTESTED