

LUBECK PUBLIC SERVICE DISTRICT
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SEPTEMBER 24, 2004

BOARD MEETING

SEPTEMBER 30, 2004

7:00 P. M.

AGENDA:

- 1: APPROVAL OF SEPTEMBER 16, & SEPTEMBER 24, 2004 MINUTES
- 2: DISCUSSION OF DISTRICT HAPPENINGS
- 3: APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
- 4: WATER PROJECTS
- 5: MR. FLINN REQUEST FOR WATER
- 6: BOARD MEETING RECORDING
7. ACTION ON CHARITABLE CONTRIBUTION
- 8: ACCEPTANCE OF ANNUAL AUDIT
9. ACCEPTANCE OF JULY AND AUGUST FINANCIAL STATEMENTS
10. OLD BUSINESS

c: Ox Johnson Parkersburg News
Paul Smith Parkersburg Sentinel
Roger Martin WXIL
John Goodman WNUS
Steve Bayer WTAP
Richard Hayhurst Wood Co. Commission
Phil Postlewait Jim Cox

LUBECK PUBLIC SERVICE DISTRICT

September 30, 2004

7:00 P.M.

Lee Johnson, Chairman
Paul W. Smith, Treasurer
Roger D. Martin Secretary

Attending: Lee Johnson, Paul Smith, Roger Martin, Jim Cox,
Phil Postlewait, Richard Hayhurst, Judy Boston,
Bill Argabrite and John Altman, Jr.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	316	498
	2	Lubeck	339	426
	3	Riverhill - Blenn. Heights	277	376
	4	DuPont Road	289	296
	5	Larkmead Road	107	337
	6	LMH - Homewood Road	0	283
	7	Washington Bottom	304	375
	8	New England Ridge	178	318
	9	Lubeck South	212	326
	10	Larkmead Area - Marrtown	49	314
	11	Route 68 South - Hopewell	0	217
	12	Mitchell's	48	69
		Total Customers	2119	3,835

TREASURER'S REPORT:

Revenue Fund - Wesbanco	\$25,897.22
Operations & Maintenance Fund - Wesbanco	\$3,622.34
RUS Construction Account	\$419.05
Series 1999 Sewerage Bonds Account	\$0.00
WesBanco Trust Fund	\$218,265.19
Transfer From Revenue to Operation & Maintenance Checking Account	\$97,000.00
Transfer From Revenue to Wesbanco Investment	\$5,637.63
Transfer From Revenue to Wesbanco Investment	\$6,628.24
Transfer From Revenue to Westbanco Investment	\$8,724.00
The following transfers were made to cover payroll since the last Board meeting:	
Transfer From Revenue to Operation & Maintenance Checking	\$14,300.00
Transfer From Revenue to WesBanco Tax Account	\$5,119.40
Transfer From Revenue to Operation & Maintenance Checking	\$0.00
Transfer From Revenue to WesBanco Tax Account	\$0.00

BUSINESS: Prayer by Paul Smith.

- A) Moved by Roger Martin, seconded by Paul Smith that the minutes of the Board meeting of September 16, 2004 be approved. Passed unanimously.
- B) Moved by Paul Smith, seconded by Roger Martin that the minutes of the Emergency Board meeting of September 24, 2004 be approved. Passed unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

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

- A) Installed 1 water tap since the last Board meeting. There are 3 water taps to be installed. This gives us 52 water taps for 2004. The District has installed 0 sewer taps since the last Board meeting. There is 1 sewer tap to be installed. This gives us 11 sewer taps for 2004.
- B) Completed shut offs and turn ons.
- C) Replacing some sewer line, repaired a manhole, relocated a sewer tap and capped off the old one in Ros Mar.
- D) Repaired one water line leak in Wildwood.
- E) Repaired yards from leak and tap installations.
- F) Completed work orders, spotted lines, set meters.

GENERAL BUSINESS:

- A) Moved by Roger Martin, seconded by Paul Smith 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 Roger Martin, seconded by Paul Smith that the District accept the bid from Custom Stereo Creations in the amount of \$1,039.50 for the equipment to record the Board meetings. Passed unanimously.
- C) The District has received a letter from DuPont citing our commitment to their Community Responsible Care Team. As a token of their appreciation, they are willing to contribute \$100 to a charitable organization of our choice. Jim Cox requested that this be to the Erikson All Sports Center in memory of Jim Smith. Moved by Roger Martin, seconded by Paul Smith that the District request that the above be given to the Erikson All Sports Center. Passed unanimously.
- D) Moved by Paul Smith, seconded by Roger Martin that the District accept the July 1, 2003 thru June 30, 2004 audit as prepared by Altman and Associates, CPA's. Passed unanimously.

- E) Moved by Roger Martin, seconded by Paul Smith that the District accept the July and August 2004 financial statements as prepared by Philip R. Postlewait, Jr., CPA. Passed unanimously.
- F) Jim reported that the District has changed life, short and long term disability carriers. The District was presented with an increase of \$173.34 per month as of October 1, 2004 with only a one (1) year guarantee from our present carrier. The District was able to obtain the same coverage's from Highmark for an increase of approximately \$19 but was given a two (2) year guarantee.
- G) Jim is requesting permission to begin the bidding process as soon as he can obtain approvals to do so from the Infrastructure Council and Rural Utilities Services. Moved by Roger Martin, seconded by Paul Smith that Jim be given permission to begin the bidding process. Passed unanimously.
- H) There was no old business.
- I) Phil Postlewait reported that the West Virginia Public Service Commission report had been sent in before the September 30 due date.
- J) A question was asked of the Board concerning what DuPont was proposing for our water treatment system. The Board responded that DuPont had requested the three Commissioners to attend a presentation. During that presentation, DuPont stated that they were proposing using an activated carbon filter system to take the C-8 out of the water, However, there is still a lot of questions to be answered and design to do before anything is set. Discussion continued.
- K) Meeting adjourned.

 APPROVED  ATTESTED