

LUBECK PUBLIC SERVICE DISTRICT
POST OFFICE BOX 700
11018 DUPONT ROAD
WASHINGTON, WEST VIRGINIA 26181
PHONE (304) 863-3341
FAX:(304) 863-3791

April 8, 2005

BOARD MEETING

APRIL 14, 2005

7:00 P. M.

AGENDA:

- 1: APPROVAL OF MARCH 24, 2005 BOARD MEETING MINUTES.
- 2: DISCUSSION OF DISTRICT HAPPENINGS
- 3: APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
- 4: ACTION ON WATER PROJECTS
5. GREENTREE SOFTWARE PRESENTATION
6. CHANGE IN SICK LEAVE POLICY
7. ACTION ON PURCHASE OF NEW METER READERS TRUCK
8. 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

April 14, 2005
7:00 P.M.

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

Attending: Paul Smith, Roger Martin, Jim Cox, Phil Postlewait, Richard Hayhurst, Dewey & Ann Queen, Mike Wright, Bill Argabrite, Virginia Sines, Judy Boston, John Kirk, Craig Richards-Burgess & Niple and Don Putnam-Greentree Applied Systems(software).

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		315	499
	2 Lubeck		339	428
	3 Riverhill - Blenn. Heights		276	367
	4 DuPont Road		287	293
	5 Larkmead Road		110	344
	6 LMH - Homewood Road		0	280
	7 Washington Bottom		305	374
	8 New England Ridge		177	317
	9 Lubeck South		207	320
	10 Larkmead Area - Marrtown		54	327
	11 Route 68 South - Hopewell		0	218
	12 Mitchell's		53	71
	Total Customers		2123	3,838

TREASURER'S REPORT:

Revenue Fund - Wesbanco	\$42,815.15
Operations & Maintenance Fund - Wesbanco	\$4,408.45
RUS Construction Account	\$419.05
Series 1999 Sewerage Bonds Account	\$0.00
WesBanco Trust Fund	\$263,960.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$62,500.00
Transfer From Revenue to Operation & Maintenance Checkling Account (Held)	\$0.00
Transfer From Revenue to Wesbanco Investment	\$2,500.00
Transfer From Revenue to Wesbanco Investment	\$0.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
The following transfers were made to cover payroll since the last Board meeting:	
Transfer From Revenue to Operation & Maintenance Checking	\$13,600.00
Transfer From Revenue to WesBanco Tax Account	\$5,045.70
Transfer From Revenue to Operation & Maintenance Checking	\$13,500.00
Transfer From Revenue to WesBanco Tax Account	\$5,034.85
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

BUSINESS: Prayer by Paul Smith.

- A) The District needs to appoint an Acting Chairman until Lee can rejoin the meetings. As has been the practice in the past, the longest serving member is appointed the Acting Chairman. This would be Paul Smith.
- B) Moved by Roger Martin, seconded by Paul Smith that the minutes of the Board meeting of March 24, 2005 be approved. Passed unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been happening in the District:

- A) Installed 2 water taps since the last Board meeting. There is 1 water tap to be installed. This gives us 7 water taps for 2005 calendar year. The District has installed 0 sewer taps since the last Board meeting. There is 1 sewer tap to be installed. This gives us 1 sewer tap for 2005.
- B) Began repairing yards from leaks and taps.
- C) Did turn off and turn ons for the month.
- D) Repaired the water line leak at GE and 2 leaks on Ridgeway.
- E) Completed laying water line across Smitherman Road.
- F) Completed work orders, spotted lines, set meters, etc.

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

A) March Water Pumped to System:	24,992,000 Gallons
Homewood Booster Station:	217,000 Gallons
New England Booster Station:	2,210,500 Gallons
High Water Usage and Day:	982,000 on 03/14
Low Water Usage and Day:	669,000 on 03/09

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) The District opened bids on April 7, 2005 for the water system improvements. The total costs exceeded the amount of money available for the contracts by \$472,000. The District has been working on ideas to get the project moving forward. The District has asked the Rural Utilities Services to loan us an additional \$472,000 to make up the difference. This money would be borrowed at a rate of not more than 4.625% for 40 years. However, if the District is able to close the loan before June 22, 2005 the District can take advantage of a loan rate of 4.25 % versus 4.625%. Phil and Jim have talked to the RUS and they have agreed to loan us the additional money. We need to give them three pieces of paper work:

- The bid tabulation sheet
- Engineers recommendation for bid awards
- District's recommendation of bid awards

This will need to be passed through the Public Service Commission for their blessing but it needs to be stated that this increase **will not** affect our post construction rates at all.

The awards would be:

Contract 03-1	Everett L. Harper & Son, Inc.	\$1,109,369.50
Contract 03-2	Mid-Atlantic Storage Systems, Inc.	\$ 439,500.00
Contract 03-3	Mid-Atlantic Storage Systems, Inc.	\$1,047,900.00
Contract 03-4	Geiger Brothers, Inc.	\$ 407,600.00
Contract 03-5	Moody's of Dayton	\$ 157,450.00

Change Orders totaling no more than \$65,000 for programming work, etc. at the water treatment plant.

Richard Hayhurst has looked at the bid information and agrees with the awarding of the bids and change orders to these contractors.

Moved by Roger Martin, seconded by Paul Smith that the District award the contracts as outlined above contingent upon the approvals of the Rural Utilities Service and the Public Service Commission. Passed unanimously.

C) Greentree Applied Systems was here to present the District with their information concerning changing of our billing software to their company.

D) Moved by Roger Martin, seconded by Paul Smith that the District change our Sick Leave Policy to comply with the attached policy. Policy to take effect December 15, 2005. Passed unanimously.

- E) The District has received the results of the round of C-8 testing that was collected on January 21, 2005. The results show a large reduction in all but one wells. In the one well the level basically doubled.
- F) The District has been looking at replacing our meter reader truck. The District has obtained pricing from the State of West Virginia's Purchasing Department and then we have gone out to a couple local dealers to get pricing on a 4 wheel drive Jeep Liberty. The following are the results:

Stephen Auto Center	\$15,828.00
Wharton Auto	\$22,809.00
Pioneer Jeep	Have not received a price

The amount of trade is estimated to be about \$3,100, leaving a difference of \$12,728. Moved by Paul Smith, seconded by Roger Martin that the District purchase the Jeep Liberty from Stephens Auto group for a cost not to exceed \$12,728 provided Pioneer Jeep does not give the District a better price than Stephens. Passed unanimously.

- G) Mr. Flinn's grandson was here to make sure the District is aware that he still wants water. He was asking if we had heard anything from the Public Service Commission concerning our application for a special extension agreement. Richard Hayhurst stated that the case has been established but they have yet to set any target dates.
- H) Discussion ensued concerning the fact that Jim has a personal license plate on the front of his company vehicle and that their is no lettering on the vehicle that declares it to be a Lubeck PSD vehicle. Jim told the members of the audience that he would remove the plate from the front of the vehicle.
- I) Meeting Adjourned.


 -----APPROVED  -----ATTESTED