

LUBECK PUBLIC SERVICE DISTRICT
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July 8, 2005

BOARD MEETING

JULY 14, 2005

7:00 P. M.

AGENDA:

- 1: REORGANIZATION OF OFFICERS
- 2: APPROVAL OF JUNE 23, 2005 BOARD MEETING MINUTES
- 3: DISCUSSION OF DISTRICT HAPPENINGS
- 4: APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
5. ACTION ON SOFTWARE BIDS
- 6: ACTION ON WATER PROJECTS
7. APPOINTMENT OF VOTING MEMBER TO RURAL WATER MEETING
8. ACCEPTANCE OF MAY 2005 FINANCIAL STATEMENTS
9. REQUEST TO MOVE BANKING SERVICES TO UNITED BANK
10. OLD BUSINESS

c:

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

LUBECK PUBLIC SERVICE DISTRICT

July 14, 2005
7:00 P.M.

Paul W. Smith, Treasurer, Acting Chairman
Roger D. Martin, Secretary
Jerry R. Martin

Attending: Paul Smith, Roger Martin, Jerry Martin, Jim Cox, Rocky McConnell,
Charles R. Flinn, Gary Deem, Rick Modesitt, Ann & Dewey Queen, Gene Shaffer
Jeffrey Saulton, Marvin Bradley, Bill Argabrite, Judy Boston, and Virginia Sines.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		317	504
	2 Lubeck		346	435
	3 Riverhill - Blenn. Heights		278	371
	4 DuPont Road		286	295
	5 Larkmead Road		106	341
	6 LMH - Homewood Road		0	283
	7 Washington Bottom		305	379
	8 New England Ridge		177	317
	9 Lubeck South		211	325
	10 Larkmead Area - Marrtown		56	326
	11 Route 68 South - Hopewell		0	217
	12 Mitchell's		58	79
	Total Customers		2,140	3,872

TREASURER'S REPORT:

Revenue Fund - Wesbanco	\$86,676.63
Operations & Maintenance Fund - Wesbanco	\$4,663.80
RUS Construction Account	\$491.67
IJDC Construction Account	\$482.65
WesBanco Trust Fund	\$298,134.25

Transfer From Revenue to Operation & Maintenance Checking Account	\$106,000.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$1,000.00
Transfer From Revenue to Wesbanco Investment	\$0.00
Transfer From Revenue to Wesbanco Investment	\$0.00
Transfer From Revenue to Wesbanco Investment	\$0.00
Transfer From Revenue to Operation & Maintenance Checking Account (Held)	\$0.00

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	\$5,596.52
Transfer From Revenue to Operation & Maintenance Checking	\$0.00
Transfer From Revenue to WesBanco Tax Account	\$0.00
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

BUSINESS: Prayer by Paul Smith.

- A) Election of officers: Moved by Jerry Martin, seconded by Roger Martin that the officers for the remainder of 2005 be as follows: Roger Martin - Chairman, Paul Smith - Treasurer, and Jerry Martin - Secretary. It was agreed that Paul Smith would complete tonight's meeting as Acting Chairman. Passed unanimously.
- B) Moved by Roger Martin, seconded by Jerry martin that the minutes of the Board meeting of June 23, 2005 be approved. Passed unanimously.
- C) Paul welcomed our Wood County Commissioners that were in attendance and our newest member, Jerry Martin to the Board.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been going in the District:

- A) Installed 0 water taps since the last Board meeting. There are 6 water taps to be installed. This gives us 22 water taps for 2005. Installed 0 sewer taps since the last Board meeting. The District has 1 sewer tap to install. Have installed 7 sewer taps for 2005.
- B) Connected the water line back where Bizzack had torn it out earlier.
- C) Working on connecting the water lines between Wakefield and Lubeck Hills and about to complete it.
- D) Did turn offs and turn ons.
- E) Repaired six (6) water services.
- F) Worked on yard repairs.
- G) Completed work orders, spotted lines, set meters.

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

A) June Water Pumped to System:	28,484,000 Gallons
Homewood Booster Station:	309,000 Gallons
New England Booster Station:	2,591,000 Gallons
High Water Usage and Day:	1,169,000 on 06/08
Low Water Usage and Day:	831,000 on 06/04

GENERAL BUSINESS:

- A) Moved by Roger Martin, seconded by Jerry Martin that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.
- B) Mr. Flinn was here to let us know how much he still wants water. Discussion was held concerning getting him water. Jerry Martin asked Jim to put in writing to Mr. Flinn what he had been told to this point and to give him a time schedule as to construction, etc. Jim asked that he not be directed to do this until he has received a project schedule from the engineer. It was agreed to wait. Discussion was held concerning what types of extra costs the District might see that would stop the District from providing water to Mr. Flinn. Jim stated that there could be rock encountered, bad foundation materials on a tank, etc.
- C) The District opened bids on July 5 at 12 noon for the supplying of new billing software. As it turned out we only had one bidder, in that Appalachian Software called stating that they appreciated their past experience with the District but stated that they would not be bidding. Therefore, the only bid we received was from Greentree Applied Systems, Inc. for \$18,000. Jerry Martin stated that he and Jim had talked extensively about the software situation and that he was in favor of the new programming and he felt pricing was in line. Moved by Jerry Martin, seconded by Roger Martin that the District move forward with the conversion to Greentree Software at a cost of \$18,000 with the first \$5,400 due at the signing of the agreement to convert. Passed unanimously.
- D) For information, the folks off of New England Ridge that were in for the last two or three meeting has come up with the money to pay for their extension and we are now working on getting the easements ready and upon their signing we will begin working on getting started bringing in material, etc. to do the water line extension. Gene Shaffer asked about the extension and whether it was similar to the self help project that they had accomplished years ago. Jim stated that it was with the exception that the District had agreed to install the line due to the cost of material. Jim stated that the Wood County Commission had committed \$4,000 toward the cost of this project and thanked them for their effort. Upon questioning, Jim stated that the line extension would more than likely start in early August.

F) As in the past the District wishes to attend the West Virginia Rural Water Meetings at Canaan Valley this fall. It serves as a way for our people to attend sessions for credit toward the hours needed to maintain licenses in both the water and wastewater sides of the operation as well as to see some new products that are being displayed. As a member of Rural Water they have an annual meeting at this conference and they ask us to appoint a voting delegate. In the past it has been myself with an alternate of Bill Gibbs who is going to attend from the water plant. Moved by Roger Martin, seconded by Jerry Martin that the District appoint James Cox as the Voting Delegate to the Annual Meeting of the West Virginia Rural Water Association with Bill Gibbs serving as the alternate Delegate. Passed unanimously.

G) Moved by Jerry Martin, seconded by Roger Martin that the District adopt the Resolution approving the invoices related to the water project and the payment thereof dated July 14, 2005 and totaling \$27,195.67. Passed unanimously.

H) Jim reported that the Public Service Commission training for the Commissioners will be September 8 - 10 at Blackwater Falls.

I) Moved by Jerry Martin, seconded by Roger Martin that the three (3) Board members sign the signature cards and resolutions as was approved at the last meeting for moving of the District's funds from Wesbanco to United. Passed unanimously.

J) Mr. Agrabrite asked about the balance of money owed between the water and sewer departments. Jim stated that he believed that the money between the two had been paid off but would check to make sure and let him know. Upon checking, Jim found out that there was still a balance due of \$5,803.02. That will be paid off in July.

J) Meeting adjourned.

 APPROVED  ATTESTED