

*File*

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

September 9, 2005

BOARD MEETING

**SEPTEMBER 15, 2005**

7:00 P. M.

AGENDA:

1. APPROVAL OF AUGUST 25, 2005 BOARD MEETING MINUTES.
- 2: DISCUSSION OF DISTRICT HAPPENINGS
- 3: APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. POSSIBLE ACTION ON WATER PROJECTS
5. UNFINISHED BUSINESS

- c: Jerry Martin      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 15, 2005  
7:00 P.M.

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

Attending: Roger Martin, Jerry Martin, Jim Cox, Rocky McConnell,  
Paul Smith (by telephone), Craig Richards, Marvin Bradley, Judy Boston,  
Michael Wright, Bill Argabrite, Dewey & Ann Queen, and Charles Flinn.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		317	505
	2 Lubeck		346	438
	3 Riverhill - Blenn. Heights		279	372
	4 DuPont Road		285	293
	5 Larkmead Road		106	342
	6 LMH - Homewood Road		0	285
	7 Washington Bottom		307	380
	8 New England Ridge		178	318
	9 Lubeck South		214	328
	10 Larkmead Area - Marttown		57	328
	11 Route 68 South - Hopewell		0	219
	12 Mitchell's		59	78
	Total Customers		2,148	3,886

**TREASURER'S REPORT:**

Revenue Fund	\$26,822.76
Operations & Maintenance Fund	\$4,956.96
RUS Construction Account	\$491.67
IJDC Construction Account	\$475.96
United Bank Investment Fund	\$303,000.00

Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$167,500.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$0.00
Transfer From Revenue to United Bank Investment	\$0.00
Transfer From Revenue to United Bank 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	\$14,100.00
Transfer From Revenue to WesBanco Tax Account	\$5,256.25
Transfer From Revenue to Operation & Maintenance Checking	\$14,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,208.45
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

**BUSINESS:** Prayer by Paul Smith.

- A) Moved by Jerry Martin, seconded by Roger Martin that the minutes of the Board meeting of August 25, 2005 be approved. Passed unanimously.

**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been done in the District:

- A) Installed 5 water taps since the last Board meeting. There are 3 water taps to be installed. This gives us 38 water taps for 2005. The District has installed 1 sewer tap since the last Board meeting. There is 1 sewer tap to be installed. This gives us 9 sewer taps for 2005.
- B) Repaired four water leaks.
- C) Did yard work repairs.
- D) Fixed hydrant at First Street in Larkmead.
- E) Working on Booster Station at Homewood Tank.
- F) Did turn offs and turn ons.
- G) Drained Riverhill tank and installed valve.
- H) Completed work orders, spotted lines, set meters.

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

August Water Pumped to System:	29,691,000 Gallons
Homewood Booster Station:	201,000 Gallons
New England Booster Station:	2,162,000 Gallons
High Water Usage and Day:	1,171,000 on 08/20
Low Water Usage and Day:	759,000 on 08/31

Drained 110,000 gallon from tank at Riverhill for construction.

## **GENERAL BUSINESS:**

- A) Moved by Jerry 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 has the Change Order for the Cathodic Protection System. It is a decrease of \$1,500 to Contract 03-2, Mid Atlantic Storage Systems, Inc. Moved by Jerry Martin, seconded by Paul Smith that the District approve Change Order No. One (1) to Mid Atlantic Storage Systems, Inc., Contract 03-2, in the amount of a decrease of \$1,500. Passed unanimously.
- C) The District will be having a Change Order for Geiger Brothers to paint the exterior of the building. This was left out of the original specification. It will be approximately \$1,800. There will also be a Change Order for Everett L. Harper & Son for some additional valving and hydrant installations. I am not sure what this cost will be yet. In the past these items were taken care of by overage and underage of other items, but the Rural Utilities Services wants to see Change Orders written for all extra items with a balancing Change Order completed at the end of the job.
- D) Mr. Flinn was here in reference to water service.
- E) A question was asked as to how the ACH payment went this month. Jim reported that all went pretty well but had a few complications that were being worked out on individual accounts.
- F) The District continues to wait on the electricians bill for our power outage.
- G) Question was asked as to how the software conversion was progressing. Jim reported that all appears to be moving forward with the data conversion and Jerry reported that we are waiting on final programming changes.
- H) Question was asked about how many people attended the training session. Jerry reported that there were four of us that went. It was then asked about whether all traveled in one vehicle. Jerry responded by stating that there were actually two vehicles taken, in that Jim went from the one meeting to the WV Rural Water meeting.

- I) Question was asked about whether the Public Service Commission Annual Report had been filed yet. Jim reported that it had not been but would be filed before the September 30, 2005 deadline.
- J) Moved by Jerry Martin, seconded by Paul Smith that we adjourn.  
Passed unanimously.

 APPROVED  ATTESTED