

LUBECK PUBLIC SERVICE DISTRICT  
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11018 DUPONT ROAD  
WASHINGTON, WEST VIRGINIA 26181  
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October 21, 2005

BOARD MEETING

**OCTOBER 27, 2005**

7:00 P. M.

AGENDA:

1. APPROVAL OF OCTOBER 13, 2005 BOARD MEETING MINUTES
- 2: DISCUSSION OF DISTRICT HAPPENINGS
- 3: APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. POSSIBLE ACTION ON WATER PROJECTS
5. POSSIBLE SIGNING OF EASEMENT
7. POSSIBLE ACTION ON EMPLOYEES SMOKE AREA ENCLOSURE
8. ACCEPTANCE OF THE SEPTEMBER FINANCIAL STATEMENTS
9. 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

October 27, 2005  
7:00 P.M.

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

Attending: Roger Martin, Paul Smith, Jerry Martin, Jim Cox,  
Richard Hayhurst, Phil Postlewait, Craig Richards, Bill Argabrite,  
Judy Boston, Virginia Sines, Dewey and Ann Queen, Mike Wright,  
Charles Flinn, Rocky McConnell and Clifford Enoch.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		320	505
	2 Lubeck		343	435
	3 Riverhill - Blenn. Heights		279	374
	4 DuPont Road		284	291
	5 Larkmead Road		107	344
	6 LMH - Homewood Road		0	286
	7 Washington Bottom		306	377
	8 New England Ridge		179	321
	9 Lubeck South		213	326
	10 Larkmead Area - Marrtown		57	328
	11 Route 68 South - Hopewell		0	219
	12 Mitchell's		59	80
	Total Customers		2,147	3,886

TREASURER'S REPORT:

Revenue Fund	\$5,721.69
Operations & Maintenance Fund	\$4,806.52
RUS Construction Account	\$491.67
IJDC Construction Account	\$467.55
United Bank Investment Fund	\$313,475.72

Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$82,800.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$10,000.00
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	\$14,300.00
Transfer From Revenue to WesBanco Tax Account	\$5,631.61
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) Moved by Jerry Martin, seconded by Paul Smith that the minutes of the Board meeting of October 13, 2005 be approved. Passed unanimously.

**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been happening in the District:

- A) Installed 4 water taps since the last Board meeting. There are 4 water taps to be installed. This gives us 48 water taps for 2005. 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 2005.
- B) Working on line extension at New England River Road.
- C) Repaired 2 service line leaks.
- D) Changed out 2" meter and welded the lid hinges at the water hauling tap.
- E) Modified hitch of portable generator to work better with our vehicles.
- F) Repaired insulation in the garage.
- G) Completed work orders, spotted lines, set meters.

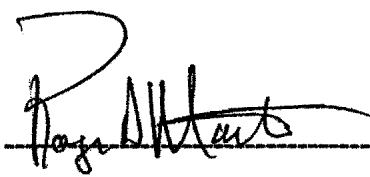
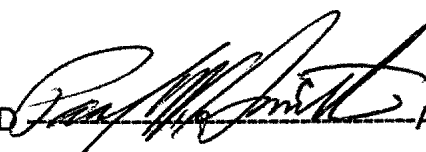
**GENERAL BUSINESS:**

- A) Moved by Paul Smith, 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) Jim was asked to get pricing on a place for the District's employees to smoke. The following pricing is what was determined to be an equal comparison of 18 x 21 carports with three sides filled in:
  - A) Leonard's Building and Truck Supply Pick Up \$1,706.00
  - B) Protech Auto Installed \$1,600.00

Moved by Jerry Martin to table action on this item, seconded by Paul Smith. Passed unanimously.

- C) Moved by Roger Martin, seconded by Jerry Martin that the District approve the payment request, contingent upon funding agencies approval, for the water project in the amount of \$1,137,823.75. See attached Resolution. Passed unanimously.

- D) There will be a change order in the amount of \$3,211. for the demolition of the other old tank base. It was proposed that the contractor build up the site to cover the old foundation but this would have caused problems later on.
- E) The easement revision in Pointe West was tabled until next meeting.
- F) Mr. Flinn was here to remind us of his need for water.
- G) Moved by Jerry Martin, seconded by Paul Smith that the District accept the financial statements for the month of September 2005 for both the water and sewer departments as presented by Philip R. Postlewait, Jr., CPA. Passed unanimously.
- H) The District has advised the Public Service Commission that there will be no need to borrow funds from the sewer department. Therefore, they are going to close the case.
- I) The District has received the next round of test results for the level of C-8 that is within our water wells. The level is lower than the last sampling. This time the highest level was 0.66 ppb and the lowest was 0.227 ppb.
- J) The District will need to have an auction to sell of the excess properties. Jim checked with the attorney and found out that the State Code does not allow for sealed bids. Therefore, we will have to have an auction at some point. Does someone want to give me a date for this to happen? Jim is to establish a date and let the Commissioners know.
- K) Question was asked about the progress of the changeover from Appalachian to Greentree Software for the billing system. Jim gave a proposed time table for the conversion.
- L) Moved by Roger Martin, seconded by Paul Smith that the meeting be adjourned. Passed unanimously.

 APPROVED  ATTESTED

**RESOLUTION OF THE LUBECK PUBLIC SERVICE DISTRICT APPROVING  
INVOICES RELATING TO THE WATER PROJECT AND AUTHORIZING PAYMENT  
THEREOF,**

**WHEREAS**, the Lubeck Public Service District has reviewed the invoices attached hereto and incorporated herein by reference relation to the Project funded in part by the West Virginia Infrastructure & Jobs Development Council (IJDC) and Rural Utilities Service and find as follows

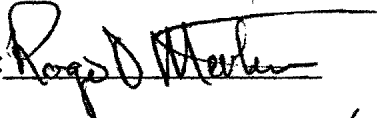
- a) That none of the items for which payment is proposed to be made has formed the basis for any disbursement theretofore made.
- b) That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a Cost of the project.
- c) That each of such costs has been otherwise properly incurred.
- d) That the payment for each of the items proposed is due and owing.

**NOW, THEREFOR, BE IT RESOLVED** Lubeck Public Service District by as follows: There is hereby authorized and directed the payment of the attached invoices as follows:

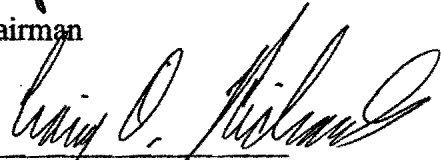
Vendor	Total	IJDC	RUS
Burgess & Niple	\$101,274.02	\$48,570.00	\$52,704.02
Everett L. Harper	\$287,659.09	\$152,141.22	\$135,515.87
Mid Atlantic Storage Contract 03-2	\$127,242.00	\$127,242.00	\$0.00
Mid Atlantic Storage Contract 03-3	\$517,310.64	\$363,706.46	\$153,604.18
Geiger Brothers	\$104,340.00	\$0.00	\$104,340.00
Moody's of Dayton	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$1,137,823.75</b>	<b>\$691,659.68</b>	<b>\$446,164.07</b>

**ADOPTED BY** the Lubeck Public Service District, at the meeting held on the 27th day of October, 2005

Lubeck Public Service District

By: 

Its: Chairman

By:   
Engineer