

LUBECK PUBLIC SERVICE DISTRICT  
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November 21, 2005

BOARD MEETING

**NOVEMBER 29, 2005**

7:00 P. M.

AGENDA:

1. APPROVAL OF NOVEMBER 10, 2005 BOARD MEETING MINUTES
- 2: DISCUSSION OF DISTRICT HAPPENINGS
- 3: APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. POSSIBLE ACTION ON WATER PROJECTS
5. APPROVAL OF OCTOBER FINANCIAL STATEMENTS
6. POSSIBLE ACTION ON EMPLOYEES SMOKE AREA ENCLOSURE
7. 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

November 29, 2005  
7:00 P.M.

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

Attending: Paul Smith, Roger Martin, Jerry Martin, Rocky McConnell,  
Jim Cox, Marvin Bradley, Ron Miller, Mike Smith, Sam Moss, and  
Gary Moore.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	316	501
	2	Lubeck	345	440
	3	Riverhill - Blenn. Heights	279	377
	4	DuPont Road	285	291
	5	Larkmead Road	106	344
	6	LMH - Homewood Road	0	286
	7	Washington Bottom	307	377
	8	New England Ridge	178	318
	9	Lubeck South	212	323
	10	Larkmead Area - Marrtown	58	333
	11	Route 68 South - Hopewell	0	219
	12	Mitchell's	59	81
		Total Customers	2,145	3,890

**TREASURER'S REPORT:**

Revenue Fund	\$25,887.89
Operations & Maintenance Fund	\$5,012.77
RUS Construction Account	\$527.60
IJDC Construction Account	\$410.08
United Bank Investment Fund	\$314,248.71

Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$97,600.00
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	\$14,600.00
Transfer From Revenue to WesBanco Tax Account	\$5,778.77
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 November 10, 2005 be approved. Passed unanimously.

**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been happening in the District:

- A) Installed 3 water tap since the last Board meeting. There are 3 water taps to be installed. This gives us 56 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 12 sewer taps for 2005.
- B) Repaired one main line leak.
- C) Continuing to work on water line extension off New England Ridge.
- D) Cleaning up around shop.
- E) Did turn offs.
- E) Completed work orders, spotted lines, set meters.

**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) Moved by Jerry Martin, seconded by Paul Smith that the District accept the October 2005 financial statements as prepared by Philip R. Postlewait, Jr., CPA. Passed unanimously.
- C) Moved by Jerry Martin, seconded by Paul Smith that the District approve the payment request, contingent upon funding agencies approval, for the water project in the amount of \$599,932.06. See attached Resolution. Passed unanimously.
- D) Moved by Jerry Martin, seconded by Paul Smith that the District sign Revised Change Orders No.'s 2 and 3 with Mid Atlantic Storage under Contract 03-3 for a total cost increase of \$2,890. Passed unanimously.

- E) Possible action on a smoking facility for the employees. Discussion was held. Moved by Paul Smith, seconded by Jerry Martin that the District permanently table any action on a smoking facility. Passed unanimously.
- F) Remind everyone about the auction on Thursday, December 1, at 2PM. There will be a \$100 minimum bid and people will be allowed to have 24 hours to bring the District the certified check or money order. Failure to do so will result in the bid going to the next highest bidder.
- G) Roger reminded us about Mr. Flinns area and the need for water there.
- H) Question was asked about whether the District employees might get a Christmas bonus. It is to be put on the next meetings agenda.
- I) Meeting adjourned.

 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

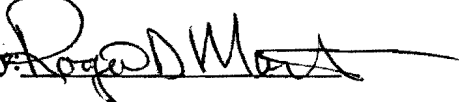
- a) That none of the items for which payment is proposed to be made has formed the basis for any disbursement theretofore made.
- b) That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a Cost of the project.
- c) That each of 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	\$54,242.03		\$54,242.03
Everett L. Harper & Son, Inc.	\$52,122.32		\$52,122.32
Mid Atlantic Storage Contract 03-2	\$132,957.00		\$132,957.00
Mid Atlantic Storage Contract 03-3	\$270,513.36		\$270,513.36
Geiger Brothers	\$69,480.00		\$69,480.00
Moody's of Dayton	\$19,035.00		\$19,035.00
Lubeck PSD	\$1,582.35		\$1,582.35
<b>TOTAL</b>	<b>\$599,932.06</b>		<b>\$599,932.06</b>

**ADOPTED BY** the Lubeck Public Service District, at the meeting held on the 29th day of November, 2005

Lubeck Public Service District

By: 

Its: CHAIRMAN

By:   
Engineer