

LUBECK PUBLIC SERVICE DISTRICT  
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December 16, 2005

BOARD MEETING

**DECEMBER 22, 2005**

7:00 P. M.

AGENDA:

1. APPROVAL OF DECEMBER 8, 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 NOVEMBER 2005 FINANCIAL REPORTS
6. APPROVAL OF 2006 MEETING DATES
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

December 22, 2005

7:00 P.M.

Roger D. Martin, Chairman

Jerry R. Martin, Secretary

Paul W. Smith, Treasurer

Attending: Jerry Martin, Paul Smith, Jim Cox, Phil Postlewait Craig Richards,  
Rocky McConnell, Mike Wright, Charles Flinn Judy Boston, and Bill Argabrite.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	315	500
	2	Lubeck	343	438
	3	Riverhill - Blenn. Heights	280	377
	4	DuPont Road	285	291
	5	Larkmead Road	104	340
	6	LMH - Homewood Road	0	287
	7	Washington Bottom	306	375
	8	New England Ridge	178	319
	9	Lubeck South	212	322
	10	Larkmead Area - Marrtown	58	334
	11	Route 68 South - Hopewell	0	219
	12	Mitchell's	59	81
		Total Customers	2,140	3,883

**TREASURER'S REPORT:**

Revenue Fund	\$27,018.53
Operations & Maintenance Fund	\$4,969.86
RUS Construction Account	\$1,066.63
IJDC Construction Account	\$0.00
United Bank Investment Fund	\$315,105.85

Transfer From Revenue to Operation & Maintenance Checking Account	\$0.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$104,000.00
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	\$8,600.00
Transfer From Revenue to WesBanco Tax Account	\$2,269.11
Transfer From Revenue to Operation & Maintenance Checking	\$14,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,474.67
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

**BUSINESS: Prayer by Paul Smith.**

- A) Paul Smith served as Acting Chairman in the absence of Roger Martin.
- B) Moved by Jerry Martin, seconded by Paul Smith that the minutes of the Board meeting of December 8, 2005 be approved. Passed unanimously.

**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been happening in the District:

- A) Installed 1 water tap since the last Board meeting. There are 3 water taps to be installed. This gives us 59 water taps for 2005. The District has installed 0 sewer taps since the last Board meeting. There are sewer taps to be installed. This gives us 13 sewer taps for 2005.
- B) Repaired two line leaks.
- C) Continuing to work on water line extension off New England Ridge. Have installed the road bore for the water line.
- D) Reading meters.
- E) Repairing water meters.
- F) Completed work orders, spotted lines, set meters.

**GENERAL BUSINESS:**

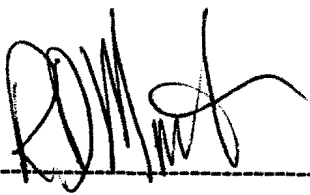
- A) Moved by Jerry Martin, seconded by Paul Smith that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.
- B) Moved by Jerry Martin, seconded by Paul Smith that the District accept the November 2005 financial statements 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 \$241,465.17. See attached Resolution. Passed unanimously.
- D) Moved by Jerry Martin, seconded by Paul Smith that the District adopt the attached listing of Board meetings for 2006. Passed unanimously.

E) Mr. Flinn was here to remind us of his need for water.

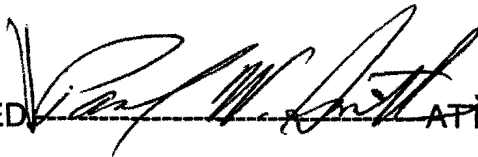
F) A question was asked about the position on the Board that would expire at the end of 2005. Jerry stated that he had been reappointed in December for the next term.

G) A question was asked about how the software changeover is going. Jerry stated that John is pleased with the changeover but we are continuing to work on minor variations between the two systems.

H) Meeting adjourned.



APPROVED



ATTESTED

NOTICE  
BOARD MEETING DATES  
LUBECK PUBLIC SERVICE DISTRICT  
7:00 PM

JANUARY 12, 2006  
JANUARY 26, 2006  
FEBRUARY 9, 2006  
FEBRUARY 23, 2006  
MARCH 9, 2006  
MARCH 23, 2006  
APRIL 13, 2006  
APRIL 27, 2006  
MAY 11, 2006  
MAY 25, 2006  
JUNE 8, 2006  
JUNE 22, 2006  
JULY 13, 2006  
JULY 27, 2006  
AUGUST 10, 2006  
AUGUST 24, 2006  
SEPTEMBER 14, 2006  
SEPTEMBER 28, 2006  
OCTOBER 12, 2006  
OCTOBER 26, 2006  
NOVEMBER 9, 2006  
NOVEMBER 23, 2006 - CANCELLED  
DECEMBER 14, 2006  
DECEMBER 28, 2006 - CANCELLED

**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
Everett L. Harper & Son – Contract 03-1	\$148,240.47	0.00	\$148,240.47
Mid Atlantic Storage Contract 03-2	\$66,460.50	0.00	\$66,460.50
Mid Atlantic Storage Contract 03-3	\$26,764.20	0.00	\$26,764.20
<b>TOTAL</b>	<b>\$241,465.17</b>	<b>0.00</b>	<b>\$241,465.17</b>

**ADOPTED BY the Lubeck Public Service District, at the meeting held on the 22 day of December, 2005**

Lubeck Public Service District

By: 

Its: TREASURER

By:   
Engineer