

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

February 3, 2006

BOARD MEETING

**FEBRUARY 9, 2006**

7:00 P. M.

AGENDA:

1. APPROVAL OF JANUARY 26, 2006 BOARD MEETING MINUTES
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. EXECUTIVE SESSION
5. POSSIBLE ACTION ON WATER PROJECTS
6. POSSIBLE ACTION ON DUPONT GAC FILTER AGREEMENT
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

February 9, 2006  
7:00 P.M.

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

Attending: Paul Smith, Roger Martin, Jerry Martin, Jim Cox,  
Rocky McConnell, Mike Wright, Charles Flinn, Bill Argabrite,  
Judy Boston, Jeff Saulton, and Todd Baucher.

| NO. OF CUSTOMERS: | Section |                            | Sewer | Water |
|-------------------|---------|----------------------------|-------|-------|
|                   | 1       | Lake Washington Road       | 314   | 499   |
|                   | 2       | Lubeck                     | 343   | 438   |
|                   | 3       | Riverhill - Blenn. Heights | 279   | 375   |
|                   | 4       | DuPont Road                | 283   | 290   |
|                   | 5       | Larkmead Road              | 102   | 340   |
|                   | 6       | LMH - Homewood Road        | 0     | 289   |
|                   | 7       | Washington Bottom          | 302   | 370   |
|                   | 8       | New England Ridge          | 178   | 319   |
|                   | 9       | Lubeck South               | 210   | 321   |
|                   | 10      | Larkmead Area - Marrtown   | 58    | 338   |
|                   | 11      | Route 68 South - Hopewell  | 0     | 222   |
|                   | 12      | Mitchell's                 | 53    | 74    |
|                   |         | Total Customers            | 2,122 | 3,875 |

**TREASURER'S REPORT:**

|                               |              |
|-------------------------------|--------------|
| Revenue Fund                  | \$21,772.39  |
| Operations & Maintenance Fund | \$4,454.97   |
| RUS Construction Account      | \$103.69     |
| IJDC Construction Account     | \$0.00       |
| United Bank Investment Fund   | \$316,965.21 |

|   |              |
|---|--------------|
| Transfer From Revenue to Operation & Maintenance Checking Account | \$0.00       |
| Transfer From Revenue to O & M Checking Account-UNITED BANK       | \$101,000.00 |
| 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 | \$0.00       |

The following transfers were made to cover payroll since the last Board meeting:

|   |             |
|---|-------------|
| Transfer From Revenue to Operation & Maintenance Checking | \$13,800.00 |
| Transfer From Revenue to WesBanco Tax Account             | \$5,602.06  |
| 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 January 26, 2006 be approved. Passed unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been going on in the District:

- A) Installed 2 water taps since the last Board meeting. There are 2 water taps to be installed. This gives us 4 water taps for 2006. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gives us 0 sewer taps for 2006.
- B) Completed laying water line on New England Ridge.
- C) Did turn offs and turn ons.
- D) Raised meter in Westwood.
- E) Completed work orders, set meters, etc.

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

|                                    |                    |
|------------------------------------|--------------------|
| A) January Water Pumped to System: | 24,101,000 Gallons |
| Homewood Booster Station:          | Out of Order       |
| New England Booster Station:       | 2,354,900 Gallons  |
| High Water Usage and Day:          | 892,000 on 01/05   |
| Low Water Usage and Day:           | 571,000 on 01/22   |

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) Mr. Charles Flinn was here to remind us of his need for water service.
- C) The Board needs to go into Executive Session. Pursuant to 6-9A-4 of the Open Governmental Statue, an executive session of the District's board is necessary to discuss the purchase, sale or lease of property, pending litigation or other interest of the state or any political subdivision. Moved by Jerry Martin, seconded by Paul Smith that the Board go into Executive Session for discussion of matters recited above. Passed unanimously.

- D) Moved by Jerry Martin, seconded by Paul Smith that the Board come out of Executive Session with no decisions having been made. Passed unanimously.
- E) Jim reported on the progress of the water project. Jim asked for a motion to modify the engineers agreement by \$1,500 for modified Environmental Study work. Moved by Roger Martin, seconded by Jerry Martin that the District authorize the \$1,500 expenditure for a modified Environmental Study to the water project. Passed unanimously.
- F) Moved by Roger Martin, seconded by Jerry Martin that the District have our attorney send the draft O & M Agreement for the Granular Activated Carbon filter facility to the attorney for DuPont for their review and approval. Passed unanimously.
- G) The District was asked about whether a customer can have their bank do an ACH into our account. Jim's response was that what we have in place requires the District to initiate the request.
- H) It was asked as to how the software transfer was coming. We are getting close to being able to make the move to the new system. We hope to start working it only the 15th of this month.
- I) It was asked as to whether a print out of the general ledger work could be printed. Jim's response was that yes it could be but would probably be several pages long.
- J) Meeting adjourned.

 APPROVED  ATTESTED