

LUBECK PUBLIC SERVICE DISTRICT
POST OFFICE BOX 700
301 OX JOHNSON LANE
WASHINGTON, WEST VIRGINIA 26181
PHONE (304) 863-3341
FAX:(304) 863-3791

January 8, 2007

BOARD MEETING

January 11, 2007

7:00 P. M.

AGENDA:

1. ELECTION OF OFFICIERS
 2. APPROVAL OF DECEMBER 14, 2006 BOARD MEETING MINUTES
 3. DISCUSSION OF DISTRICT HAPPENINGS
 4. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
 5. POSSIBLE ACTION ON HOMEWOOD ROAD
 6. WATER PROJECT
 8. PLEASANT HOME - SOUTH FORK WATER PROJECT
 9. GRANULAR ACTIVATED CARBON FILTER
 10. ACCEPTANCE OF FINANCIAL STATEMENTS
 11. BLOWER FOR VAC TRUCK
 12. SECTION 16-13A-4
 13. UNFINISHED BUSINESS
- c: Jerry Martin Parkersburg News
Paul Smith Parkersburg Sentinel
Roger Martin WXIL
Craig Richards WNUS
Steve Bayer WTAP
Richard Hayhurst Wood Co. Commission
Phil Postlewait Jim Cox

LUBECK PUBLIC SERVICE DISTRICT

January 11, 7:00 P.M.

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

Attending: Roger Martin, Jerry Martin, Paul Smith, Jim Cox, Rocky McConnell, Phil Postlewait,
 Richard Hayhurst, Craig Richards, Marie McComas, Sue Byrd, Judy Boston, Bill Argabrite,
 Steve Johnk

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	314	501
	2	Lubeck	346	437
	3	Riverhill - Blenn. Heights	280	376
	4	DuPont Road	288	296
	5	Larkmead Road	104	337
	6	LMH - Homewood Road	0	294
	7	Washington Bottom	301	369
	8	New England Ridge	176	327
	9	Lubeck South	205	320
	10	Larkmead Area - Marrtown	63	344
	11	Route 68 South - Hopewell	0	229
	12	Mitchell's	58	80
	13	Westover & Wakefield II	12	13
		Total Customers	2,147	3,923

TREASURER'S REPORT:

Revenue Fund	\$125,353.48
Operations & Maintenance Fund	\$4,826.53
RUS Construction Account	\$49.88
IJDC Construction Account	\$0.00
United Bank Investment Fund	\$288,613.36
Transfer From Revenue to Operation & Maintenance Checking Account	\$48,000.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$0.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$0.00
Transfer From United Bank Investment to O & M Account	\$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 & bills since the last Board meeting:

Transfer From Revenue to Operation & Maintenance Checking	\$14,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,674.50
Transfer From Revenue to Operation & Maintenance Checking	\$14,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,649.40
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

FIRST ORDER OF BUSINESS:

- A) Prayer by Paul Smith.

- B) Election of officers: Moved by Jerry Martin, seconded by Paul Smith that the District adopt the Wood County Commission's guidelines of the last two years of a Commissioners term be spent as the Chairman of the District. Therefore, it was adopted that the Board members hold their same position for the 2007 year. Passed unanimously.

- C) Moved by Paul Smith, seconded by Jerry Martin that the minutes of the Board meeting of December 14, 2006 be approved. Passed unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what the field has been doing in the District:

- A) Installed 1 water tap in 2006 and 1 water taps in 2007 since the last Board meeting. There is 1 water tap to be installed. This gave us 63 water taps for 2006 and 1 water tap for 2007. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gave us 10 sewer taps for 2006.

- B) Relayed sewer line at Somer Villa and raised a manhole.

- C) Maintenance of vehicles.

- D) Repaired 2 main line leaks and 0 service line leaks.

- E) Did Turn offs and turn ons.

- F) Completed work orders, spotted lines, set meters.

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

December Water Pumped to System:	28,083,000 Gallons
Homewood Booster Station:	2,696,725 Gallons
New England Booster Station:	2,558,800 Gallons
High Water Usage and Day:	1,168,900 on 12/22
Low Water Usage and Day:	736,800 on 12/21

GENERAL BUSINESS:

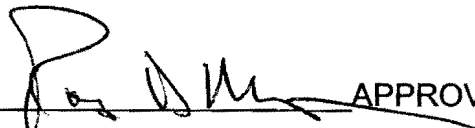
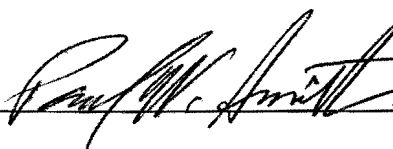
- A) Moved by Paul Smith, seconded by Jerry Martin that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.

- B) Paul gave a report on the Homewood Road situation. The District is to send a thank you letter to Mr. Shreve for all of his help in this matter.
- C) Water project. Jim reported that the air stripper is up and running.
- D) Pleasant Home - South Fork Water project. The project has been pitched to the Governor but we have yet to hear of his approval of the project.
- E) Granular Activated Carbon Filter. Jim asked if the Board would be the ones signing on the United Bank account to get money and was told that this was correct. Jim reported the progress of the GAC work.
- F) Moved by Jerry Martin, seconded by Paul Smith that the District accept the November 2006 financial statements as prepared by Philip R. Postlewait, Jr., CPA. Passed unanimously.
- G) Blower for the vacuum truck:
Pricing: Service Pump - \$14,490 with freight to our location
R & M Equipment - \$15,900 plus freight to our location

The next problem the District encountered when trying to get pricing was the fact that since Service Pump has the State of West Virginia the other companies are not suppose to sell to us. Jim was able to get the price from R & M only because he gave us the price before he asked where we were located.

Moved by Jerry Martin, seconded by Paul Smith that the District accept the price of \$14,490 from Service Pump plus any modification costs the District must make to get the new Roots blower installed on the truck. Passed unanimously.

- H) Moved by Jerry Martin, seconded by Paul Smith that the District adopt the section of State Code 16-13A-4 dealing with Commissioners pay. See attached copy. Passed unanimously.
- I) There was no unfinished business brought up.
- J) Meeting Adjourned.

 APPROVED  ATTESTED

§16-13A-4. Board chairman; members' compensation; procedure; district name.

(a) The chairman shall preside at all meetings of the board and may vote as any other member of the board. If the chairman is absent from any meeting, the remaining members may select a temporary chairman and if the member selected as chairman resigns as such or ceases for any reason to be a member of the board, the board shall select one of its members as chairman to serve until the next annual organization meeting.

(b) Salaries of the board members are:

(1) For districts with fewer than six hundred customers, up to seventy-five dollars per attendance at regular monthly meetings and fifty dollars per attendance at additional special meetings, total salary not to exceed fifteen hundred dollars per annum;

(2) For districts with six hundred customers or more but fewer than two thousand customers, up to one hundred dollars per attendance at regular monthly meetings and seventy-five dollars per attendance at additional special meetings, total salary not to exceed two thousand five hundred fifty dollars per annum;

(3) For districts with two thousand customers or more, up to one hundred twenty-five dollars per attendance at regular monthly meetings and seventy-five dollars per attendance at additional special meetings, total salary not to exceed three thousand seven hundred fifty dollars per annum; and

(4) For districts with four thousand or more customers, up to one hundred fifty dollars per attendance at regular monthly meetings and one hundred dollars per attendance at additional special meetings, total salary not to exceed five thousand four hundred dollars per annum. The public service district shall certify the number of customers served to the Public Service Commission beginning on the first day of July, one thousand nine hundred eighty-six, and continue each fiscal year thereafter.

(c) Public service districts selling water to other water utilities for resale may adopt the following salaries for its board members:

(1) For districts with annual revenues of less than fifty thousand dollars, up to seventy-five dollars per attendance at regular monthly meetings and fifty dollars per attendance at additional special meetings, total salary not to exceed fifteen hundred dollars per annum;

(2) For districts with annual revenues of fifty thousand dollars or more, but less than two hundred fifty thousand dollars, up to one hundred dollars per attendance at regular monthly meetings and seventy-five dollars per attendance at special meetings, total salary not to exceed two thousand five hundred fifty dollars per annum;

(3) For districts with annual revenues of two hundred fifty thousand dollars or more, but less than five hundred thousand dollars, up to one hundred twenty-five dollars per attendance at regular monthly meetings and seventy-five dollars per attendance at additional special meetings, total salary not to exceed three thousand seven hundred fifty dollars per annum; and

(4) For districts with annual revenues of five hundred thousand dollars or more, up to one hundred fifty dollars per attendance at regular monthly meetings and one hundred dollars per attendance at additional special meetings, total salary not to exceed five thousand four hundred dollars per annum.

The public service district shall certify the number of customers served and its annual revenue to the public service commission beginning on the first day of July, two thousand, and continue each fiscal year thereafter.

(d) Board members may be reimbursed for all reasonable and necessary expenses actually incurred in the performance of their duties as provided for by the rules of the board.

(e) The board shall by resolution determine its own rules of procedure, fix the time and place of its meetings and the manner in which special meetings may be called. Public notice of meetings shall be given in accordance with section three, article nine-a, chapter six of this code.

Emergency meetings may be called as provided for by said section. A majority of the members constituting the board also constitute a quorum to do business.

(f) The members of the board are not personally liable or responsible for any obligations of the district or the board, but are answerable only for willful misconduct in the performance of their duties. The county commission which created a district or county commissions if more than one created the district may, upon written request of the district, adopt an order changing the official name of a public service district: *Provided*, That such name change will not be effective until approved by the public service commission of West Virginia and the owners of any bonds and notes issued by the district, if any, shall have consented, in writing, to the name change. If a district includes territory located in more than one county, the county commission or county commissions changing the name of the district shall provide any county commission into which the district also extends with a certified copy of the order changing the name of the district. The official name of any district created under the provisions of this article may contain the name or names of any city, incorporated town or other municipal corporation included therein or the name of any county or counties in which it is located.