

LUBECK PUBLIC SERVICE DISTRICT
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September 7, 2007

BOARD MEETING

September 13, 2007

7:00 P. M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. WATER PROJECT
5. PLEASANT HOME - SOUTH FORK WATER PROJECT
6. SEWER USE RESOLUTION
7. BILLING SOFTWARE
8. 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

September 13th, 7:00 P.M.

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

Attending: Roger Martin, Jerry Martin, Paul Smith (by phone), Jim Cox, Phil Postlewait,
 Richard Hayhurst, Rocky McConnell, Bill Argabrite, Sue Byrd, Judy Boston

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	323	522
	2 Lubeck	348	451
	3 Riverhill - Blenn. Heights	276	398
	4 DuPont Road	291	321
	5 Larkmead Road	110	375
	6 LMH - Homewood Road	0	314
	7 Washington Bottom	303	415
	8 New England Ridge	177	328
	9 Lubeck South	206	321
	10 Larkmead Area - Marrtown	66	348
	11 Route 68 South - Hopewell	0	235
	12 Mitchell's	59	80
	13 Westover & Wakefield II	21	23
	Total Customers	2,180	4,131

TREASURER'S REPORT:

Revenue Fund	\$97,122.41
Operations & Maintenance Fund	\$3,837.42
RUS Construction Account	\$83.08
IJDC Construction Account	\$0.00
United Bank Investment Fund	\$288,613.36
Transfer From Revenue to Operation & Maintenance Checking Account	\$186,500.00
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	\$15,500.00
Transfer From Revenue to WesBanco Tax Account	\$5,673.00
Transfer From Revenue to Operation & Maintenance Checking	\$14,500.00
Transfer From Revenue to WesBanco Tax Account	\$5,840.08
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 August 23, 2007 be approved. Passed unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been done in the District:

- A) Installed 2 water taps since the last Board meeting. There is 1 water tap to be installed. This gives us 28 water taps for 2007. The District has installed 0 sewer taps since the last Board meeting. There is 1 sewer tap to be installed. This gives us 2 sewer taps for 2007.
- B) Repaired 1 main line leak and 2 service line water leaks.
- C) Did yard work repairs.
- D) Worked on marking right-of-ways for Pleasant Home Water Project.
- E) Maintenance on two vehicles.
- F) Did turn offs and turn ons.
- G) Did hot tap for Pleasant Home water line extension.
- H) Working on Pleasant Home - South Fork Water Project.
- H) Completed work orders, spotted lines, set meters.

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

August Water Pumped to System:	29,672,400 Gallons
Homewood Booster Station:	1,192,137 Gallons
New England Booster Station:	2,793,848 Gallons
High Water Usage and Day:	1,146,400 on 08/15
Low Water Usage and Day:	720,600 on 08/19

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) Water Project - Still waiting on Harper.

C) Pleasant Home Road - District has started working on installing the line. Need to make some adjustments to time schedule due to volunteer constraints, etc.

D) The District needs to modify the Sewer Use Resolution:

1. Moved by Paul Smith, seconded by Jerry Martin that the Sewer Use Resolution be modified as of September 13, 2007 and reflect the new Board of Commissioners. Passed unanimously.

2. Moved by Jerry Martin, seconded by Paul Smith that the District modify the Sewer Use Resolution in Section 4.6 - Grease, Oil and Sand Separators to add the following: The District reserves the right to discontinue water service until such time as the customer has had the grease trap pumped. Restoration of water service will be completed during regular business hours of the District.

E) The District received three responses to our request for pricing. They were from Cash Cycle Solutions, Inc., Continental Utility Solutions, Inc. and Appalachian Software, Inc. Moved by Jerry Martin, seconded by Paul Smith that the District accept the quote from Appalachian Software, Inc. for the replacement of our billing software. Passed unanimously.

F) Meeting adjourned.

 APPROVED  ATTESTED