

LUBECK PUBLIC SERVICE DISTRICT
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JANUARY 7, 2008

BOARD MEETING

JANUARY 10, 2008

7:00 P. M.

AGENDA:

1. ELECTION OF OFFICERS
2. APPROVAL OF BOARD MEETING MINUTES
3. DISCUSSION OF DISTRICT HAPPENINGS
4. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
5. WATER PROJECT
6. PLEASANT HOME - SOUTH FORK WATER PROJECT
7. WELL FIELD GRANT AGREEMENT
8. FINANCIAL STATEMENTS
9. WELL CLEANING
10. POLICY APPROVALS
11. 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 10th, 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,
 Richard Hayhurst, Phil Postlewait, Judy Boston, Amy Johnson

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	316	512
	2	Lubeck	347	447
	3	Riverhill - Blenn. Heights	273	388
	4	DuPont Road	288	316
	5	Larkmead Road	107	366
	6	LMH - Homewood Road	0	313
	7	Washington Bottom	297	402
	8	New England Ridge	176	326
	9	Lubeck South	206	322
	10	Larkmead Area - Marrtown	67	345
	11	Route 68 South - Hopewell	0	234
	12	Mitchell's	61	82
	13	Westover & Wakefield II	21	23
		Total Customers	2,159	4,076

TREASURER'S REPORT:

Revenue Fund	\$41,582.03
Operations & Maintenance Fund	\$4,705.47
RUS Construction Account	\$66.08
IJDC Construction Account	\$0.00
United Bank Investment Fund	\$288,613.36

Transfer From Revenue to Operation & Maintenance Checking Account	\$53,000.00
Transfer From Revenue to O & M Checking Account-UNITED BANK	\$92,000.00
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	\$15,000.00
Transfer From Revenue to WesBanco Tax Account	\$5,816.82
Transfer From Revenue to Operation & Maintenance Checking	\$14,500.00
Transfer From Revenue to WesBanco Tax Account	\$5,823.35
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

FIRST ORDER OF BUSINESS:

A) Prayer by Paul Smith.

B) Election of officers: Moved by Roger Martin, seconded by Jerry Martin that based upon the District's adoption last year of the Wood County Commission's guidelines of the last two years of a Commissioners term be spent as the Chairman of the District, Paul Smith is hereby elected to that position. Passed unanimously. Moved by Paul Smith, seconded by Roger Martin that Jerry Martin be elected Secretary. Passed unanimously. Moved by Jerry Martin, seconded by Paul Smith that Roger Martin be elected to the position of Treasurer. Passed unanimously.

C) Moved by Paul Smith, seconded by Jerry Martin that the minutes of the Board meeting of December 13, 2007 be approved. Passed unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

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

A) Installed 0 water taps since the last Board meeting. There are 0 water taps to be installed. This gave us 36 water taps for 2007 and 0 water taps for 2008. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gave us 3 sewer taps for 2007.

B) Maintenance of vehicles.

C) Repaired 0 main line leaks and 1 service line leaks.

D) Did Turn offs and turn ons.

E) Tested meters and did meter inventory.

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

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

December Water Pumped to System:	25,586,400 Gallons
Homewood Booster Station:	1,050,573 Gallons
New England Booster Station:	2,174,019 Gallons
High Water Usage and Day:	973,100 on 12/10
Low Water Usage and Day:	702,200 on 12/19

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. Contractor installed the fiber optic cable today. They are to start doing the terminations tomorrow and we hope that they will be completed sometime next week.
- C) Pleasant Home - South Fork Water project. Completed laying water line on the project and started loading Pleasant Home Ridge Road line.
- D) Moved by Jerry Martin, seconded by Paul Smith that the District sign the Grant Agreement with the State of West Virginia for the well field fencing. Passed unanimously.
- E) Moved by Paul Smith, seconded by Jerry Martin that the District accept the November 2007 financial statements as prepared by Philip R. Postlewait, Jr., CPA. Passed unanimously.

F) Well Cleaning bids:

Reynolds, Inc.	\$ 8,383.00 each for two or more wells
G. M. Baker & Son	\$10,305.00 per well
Moody & Associates	\$13,425.00 per well

Moved by Paul Smith, seconded by Jerry Martin that the District have Reynolds, Inc. come in and clean two of our wells and pull Well D that is not working presently and repair what is needed on that well also and depending upon whether it needs cleaned, clean a third well if it is needed. Passed unanimously.

- G) Moved by Jerry Martin, seconded by Paul Smith that the District approve the Payment Agreement Policy and the NSF/ACH Return Policy. See Attached. Passed unanimously.
- H) Gave the Commissioners the proposed Alternate extension agreement for NER.
- I) Meeting Adjourned.

 APPROVED  ATTESTED