

LUBECK PUBLIC SERVICE DISTRICT  
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301 OX JOHNSON LANE  
WASHINGTON, WEST VIRGINIA 26181  
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October 17, 2008

BOARD MEETING

**OCTOBER 23, 2008**

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. NEW ENGLAND RIDGE - BONNER WATER PROJECT
5. LAKE WASHINGTON CLUB SEWER
6. FINANCIAL STATEMENTS
7. RED FLAG RULE - IDENTITY THEFT PREVENTION PROGRAM
8. UNFINISHED BUSINESS

c: Jerry Martin Parkersburg News  
Paul Smith Parkersburg Sentinel  
Roger Martin WXIL  
Craig Richards WNUS  
Tim Miller WTAP  
Richard Hayhurst Wood Co. Commission  
Phil Postlewait Jim Cox

LUBECK PUBLIC SERVICE DISTRICT

October 23, 2008 7:00 PM

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

Attending: Paul Smith, Jerry Martin, Roger Martin, Jim Cox, Rocky McConnell,  
 Phil Postlewait, Judy Boston, Gary Facemeyer

| NO. OF CUSTOMERS: | Section                      | Sewer | Water |
|-------------------|------------------------------|-------|-------|
|                   | 1 Lake Washington Road       | 325   | 524   |
|                   | 2 Lubeck                     | 349   | 454   |
|                   | 3 Riverhill - Blenn. Heights | 278   | 395   |
|                   | 4 DuPont Road                | 297   | 322   |
|                   | 5 Larkmead Road              | 119   | 374   |
|                   | 6 LMH - Homewood Road        | 0     | 319   |
|                   | 7 Washington Bottom          | 303   | 402   |
|                   | 8 New England Ridge          | 180   | 325   |
|                   | 9 Lubeck South               | 206   | 339   |
|                   | 10 Larkmead Area - Marrtown  | 76    | 348   |
|                   | 11 Route 68 South - Hopewell | 0     | 256   |
|                   | 12 Mitchell's                | 83    | 92    |
|                   | 13 Westover& Wakefield II    | 25    | 27    |
|                   | Total Customers              | 2,241 | 4,177 |

**TREASURER'S REPORT:**

|                               |               |
|-------------------------------|---------------|
| Revenue Fund                  | (\$83,857.59) |
| Operations & Maintenance Fund | \$4,369.02    |
| RUS Construction Account      | \$0.00        |
| IJDC Construction Account     | \$0.00        |
| United Bank Investment Fund   | \$288,613.36  |

|   |             |
|---|-------------|
| Transfer From Revenue to Operation & Maintenance Checking Account | \$80,000.00 |
| 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 | \$17,000.00 |
| Transfer From Revenue to WesBanco Tax Account             | \$6,544.32  |
| 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 Roger Martin that the minutes of the Board meeting of October 9, 2008 be approved. Passed unanimously.

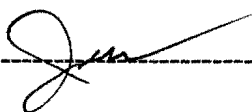
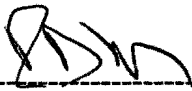
**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been happening in the District:

- A) Installed 3 water taps since the last Board meeting. There are 3 water taps to be installed. This gives us 48 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 gives us 3 sewer taps for 2008.
- B) Continuing to lay water line on the New England Ridge - Bonner Water Project.
- C) Repaired 1 service line and 0 main line leaks.
- D) Repaired dump truck brakes and working on repairing the brush hog.
- E) Completed work orders, spotted lines, set meters.

**GENERAL BUSINESS:**

- A) Moved by Roger Martin, 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) New England Ridge - Bonner Water Project - The District continues to lay water line.
- C) Moved by Jerry Martin, seconded by Roger Martin that the District sign the amended engineering agreement with EL Robinson for the sewer project at Lake Washington Club. Passed unanimously.
- D) Moved by Roger Martin, seconded by Jerry Martin that the District accept the July 2008 financial statements as prepared by Philip R. Postlewait, Jr. Passed unanimously.
- E) Moved by Jerry Martin, seconded by Roger Martin that the District table the Red Flag Rule - Identity Theft Prevention Program. Passed unanimously.
- F) Meeting adjourned.

-----APPROVED----------ATTESTED-----