

LUBECK PUBLIC SERVICE DISTRICT

May 28, 2009 7:00 PM

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

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

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	324	525
	2	Lubeck	351	455
	3	Riverhill - Blenn. Heights	280	399
	4	DuPont Road	298	321
	5	Larkmead Road	123	373
	6	LMH - Homewood Road	0	320
	7	Washington Bottom	306	406
	8	New England Ridge	183	333
	9	Lubeck South	204	335
	10	Larkmead Area - Marrtown	75	349
	11	Route 68 South - Hopewell	0	255
	12	Mitchell's	92	96
	13	Westover & Wakefield II	26	29
		Total Customers	2,262	4,196

**TREASURER'S REPORT:**

Revenue Fund United	\$2,164.47
Revenue Fund WV CCU	\$91,313.48
Operations & Maintenance Fund	\$306.85
O&M- WVCCU	\$150,097.12
RUS Construction Account	\$0.00
IJDC Construction Account	\$0.00
United Bank Investment Fund	\$0.00
Transfer From Revenue to Operation & Maintenance Checking Account	\$44,640.00
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	\$16,760.00
Transfer From Revenue to WesBanco Tax Account	\$6,502.12
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 May 14, 2009 meeting be approved. Passed unanimously.

**DISCUSSION OF DISTRICT HAPPENINGS:**

It was reported what has been happening in the District:

- A) Installed 2 water taps since the last Board meeting. There are 0 water taps to be installed. This gives us 22 water taps for 2009. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gives us 8 sewer taps for 2009.
- B) Started New England Ridge Cleanup.
- C) Repaired 1 service line and 0 main line leaks.
- D) Installed new weir plate at the wastewater plant.
- E) Ran sewer camera and jetter in DuPont Manor for customer complaint.
- F) Picked up hay for the seeding at NER and brought excess pipe back to the office.
- G) Hauled sand filter material to the landfill.
- H) Completed work orders, spotted lines, set meters.
- I) Web site is now up and running @ [www.lubeckpsd.com](http://www.lubeckpsd.com).

**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) Lake Washington Club Sewer - The District was brought a mostly completed set of plans and specs for the project. The contract called for them to have design completed by the end of May. That will not happen since we just got the plans and specs to review yesterday.

- C) Moved by Roger Martin, seconded by Jerry Martin that the Board adopt the financial statements for the month of April 2009 as prepared by Philip R. Postlewait, Jr. Passed unanimously.
- D) Moved by Jerry Martin, seconded by Roger Martin that the District adopt the water and sewer budgets as attached for July 1, 2009 thru June 30, 2010. Past unanimously.
- E) Moved by Jerry Martin, seconded by Roger Martin that the District call a Special Board Meeting for 10 AM on June 11, 2009 at the City of Parkersburg building.
- F) Meeting adjourned.

 APPROVED  ATTESTED

**LUBECK PUBLIC SERVICE DISTRICT  
WATER BUDGET  
FOR THE YEAR ENDING JUNE 30, 2010**

	<b>Budget</b>
<b>REVENUE</b>	
Residential Service	1,316,200
Commercial Service	167,700
Industrial Service	112,250
Public Authority Service	57,500
Hauling Tap Service	6,000
Private Fire Protection	2,325
Penalties Received	34,880
Other Revenue	<u>21,265</u>
 Total Revenue	 <u>1,718,120</u>
<b>OPERATING EXPENSES</b>	
<b>Power &amp; Pumping</b>	
Wages	61,104
Power Purchased	84,656
Maintenance - Wells	<u>49,636</u>
 Total Power & Pumping	 <u>195,396</u>
<b>Purification Expenses</b>	
Wages	5,037
Chemicals	37,843
Supplies	37,295
Maintenance	<u>36,283</u>
 Total Purification	 <u>116,458</u>
<b>Transmission &amp; Distribution</b>	
Wages	66,908
Supplies	5,793
Maintenance - Structures	9,848
Maintenance - Mains	36,773
Maintenance - Meters	<u>27,879</u>
 Total Transmission and Distribution	 <u>147,201</u>
<b>Customer Accounting</b>	
Wages - Meter Reading	10,624
Wages - Billing	27,801
Uncollectible Accounts	<u>7,858</u>
 Total Customer Accounting	 <u>46,283</u>

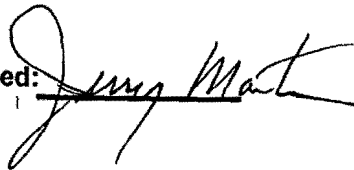
**LUBECK PUBLIC SERVICE DISTRICT  
WATER BUDGET  
FOR THE YEAR ENDING JUNE 30, 2010**

	<b>Budget</b>
<b>Administrative &amp; General</b>	
Wages	86,885
General Expenses	80,443
Outside Services	19,835
Insurance	29,693
Regulatory Commission Exp	6,497
Welfare & Pension	195,076
Maintenance of Property	102,538
Depreciation	427,942
Taxes	34,152
Interest - Deposits	40
	<u>983,101</u>
 <b>Bond Service Interest</b>	
Interest - WDA Bond	211,558
Interest - WVIJDC Bond - New	45,511
Interest - RUS Bonds - New	86,052
Interest - RUS Bonds - New	13,440
Interest - RUS Bond	15,204
	<u>371,765</u>
Total Bond Service	<u>371,765</u>
Total Expenses	<u>1,860,204</u>
Income Before Other Income	<u>(142,084)</u>
 <b>OTHER INCOME</b>	
Interest Income	3,000
Sinking Fund Income	6,000
	<u>9,000</u>
Total Other Income	<u>9,000</u>
Net Income	<u>(133,084)</u>

**LUBECK PUBLIC SERVICE DISTRICT  
WATER BUDGET  
FOR THE YEAR ENDING JUNE 30, 2010**

	<b>Budget</b>
<b>ADD:</b>	
Depreciation	427,942
Interest Paid	<u>371,765</u>
	666,623
<b>LESS:</b>	
Principal Paid - Water Bond	261,045
Principal Paid - WDA	104,728
Principal Paid - New RUS	140,982
Principal Paid - New RUS	25,689
Principal Paid - RUS	<u>47,678</u>
	580,122
	<u>86,501</u>
Repayment of Customer Advances for Constru	20,000
Fixed Asset Additions	<u>45,000</u>
Cash Excess over Expenditures	<u><u>21,501</u></u>
	1.25

Budget Adopted:



05/28/09

**LUBECK PUBLIC SERVICE DISTRICT  
SEWER BUDGET  
FOR THE YEAR ENDING JUNE 30, 2010**

	<b>Budget</b>
<b>REVENUE</b>	
Sewer - Domestic Service	1,040,000
Sewer - Commercial Service	40,000
Sewer - Public Service	22,825
Penalties Received	19,375
Other Revenue	<u>          </u>
Total Revenue	<u>1,122,200</u>
<b>OPERATING EXPENSES</b>	
<b>Collecting System Expenses:</b>	
Maintenance of Collection System Plant	<u>11,455</u>
Total Collecting System Expenses	<u>11,455</u>
<b>Pumping Expenses</b>	
Power & Fuel	26,427
Supplies and Expenses	41,024
Maintenance, Supervision, Engineering	8,265
Maintenance - Pumping Equipment	<u>5,206</u>
Total Pumping Expenses	<u>80,922</u>
<b>Treatment and Disposal Expenses:</b>	
Operation Labor	68,156
Supply & Expenses Main Plant	<u>115,732</u>
Total Treatment & Disposal Expenses	<u>183,888</u>
<b>Customer Accounting Expenses</b>	
Meter Reading	4,447
Billing, Collecting & Accounting	11,379
Uncollectible Accounts	<u>5,541</u>
Total Customer Accounting Expenses	<u>21,367</u>

**LUBECK PUBLIC SERVICE DISTRICT  
SEWER BUDGET  
FOR THE YEAR ENDING JUNE 30, 2010**

	<b>Budget</b>
<b>Administrative &amp; General Expenses</b>	
Administrative & General Salaries	54,541
General Office Expense	4,772
Accounting Services	16,675
Legal Services	1,356
Regulatory Commission Expense	4,172
Insurance - Facilities	23,998
Employee Welfare/Pension	67,265
Miscellaneous General Expenses	35,451
Maintenance - General Property	13,947
Depreciation	651,620
Taxes	12,655
Interest - Deposits	<u>26</u>
Total Administrative & General Expense	<u>886,478</u>
<b>Bond Service</b>	
Administrative Fee - SRF	<u>40,247</u>
Total Bond Service	<u>40,247</u>
Total Expenses	<u>1,224,357</u>
Income Before Other Income	<u>(102,157)</u>
<b>OTHER INCOME</b>	
Gain on Sale of Assets	
Interest Income	1,400
Sinking Fund Income	<u>9,500</u>
Total Other Income	<u>10,900</u>
Net Income	<u><u>(91,257)</u></u>
<b>ADD</b>	
Depreciation	<u>651,620</u>
	560,363
<b>LESS</b>	
Loan Payment	<u>531,280</u>
Cash Excess/Deficit	29,083
Renewal and Replacement Reserve @ 2.5%	28,191
Fixed Asset Additions	<u>36,000</u>
Cash Excess over Expenditures	<u>(35,108)</u>
Coverage	1.24

Budget Adopted: *Jerry Mart* *5/28/09*