

LUBECK PUBLIC SERVICE DISTRICT

January 14, 2010 7:00 PM

Jerry R. Martin, Chairman
 Roger D. Martin, Treasurer
 John H. Sines, Secretary

Attending: Jerry Martin, Roger Martin, John Sines, Jim Cox, Ed Robinson, Rick Roberts,
 Richard Hayhurst, Phil Postlewait, Judy Boston, Gary Brode, John Penczak,
 Craig Richards, Rocky McConnell

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	320	516
	2	Lubeck	341	447
	3	Riverhill - Blenn. Heights	280	395
	4	DuPont Road	294	315
	5	Larkmead Road	116	364
	6	LMH - Homewood Road	0	319
	7	Washington Bottom	299	398
	8	New England Ridge	181	332
	9	Lubeck South	205	334
	10	Larkmead Area - Marrtown	73	351
	11	Route 68 South - Hopewell	0	258
	12	Mitchell's	92	98
	13	Westover & Wakefield II	29	31
		Total Customers	2,230	4,158

TREASURER'S REPORT:

Revenue Fund WV Central	(\$7,628.61)
Operations & Maintenance Fund	\$2,640.39
RUS Construction Account	\$0.00
IJDC Construction Account	\$0.00
United Bank Investment Fund	\$0.00

Transfer From Revenue to Operation & Maintenance Checking Account	\$40,000.00
Transfer From Revenue to O & M Checking Account	\$0.00
Transfer From Revenue to O & M Checking 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	\$18,300.00
Transfer From Revenue to WesBanco Tax Account	\$5,122.32
Transfer From Revenue to Operation & Maintenance Checking	\$17,600.00
Transfer From Revenue to WesBanco Tax Account	\$5,530.45
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

FIRST ORDER OF BUSINESS:

- A) Prayer by Jerry Martin.
- B) Welcoming of our newest Board member John Sines.
- C) Election of officers: Moved by Roger Martin, seconded by John Sines that the District Chairman be Jerry Martin. Passed unanimously. Moved by John Sines, seconded by Roger Martin that the District Treasurer be Roger Martin. Passed unanimously. Moved by Roger Martin, seconded by John Sines that the District Secretary be John Sines. Passed unanimously.
- D) Moved by Roger Martin, seconded by John Sines that the minutes of the Board meeting of December 10, 2009 be approved. Passed with John Sines abstaining since he was not at the meeting.
- E) Public Meeting for the Lake Washington Club Sewer Project. See attached meeting minutes.

DISCUSSION OF DISTRICT HAPPENINGS:

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

- A) Installed 1 water tap since the last Board meeting. There is 1 water tap to be installed. This gave us 50 water taps for 2009 and 0 water taps for 2010. The District has installed 0 sewer taps since the last Board meeting. There are 0 sewer taps to be installed. This gave us 8 sewer taps for 2009.
- B) Repaired baffle at wastewater treatment plant.
- C) Repaired 1 main line leak and 0 service line leaks.
- D) Did Turn offs and turn ons.
- E) Tested & changed meters and did meter inventory.
- F) Did vehicle maintenance.
- G) Removed snow from parking lot.
- H) Ran sewer camera for customer complaint on Blennerhassett Heights.
- I) Completed work orders, spotted lines, set meters.

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

December Water Pumped to System:	23,194,400 Gallons
Homewood Booster Station:	1,447,536 Gallons
New England Booster Station:	1,697,169 Gallons
High Water Usage and Day:	987,300 on 12/27
Low Water Usage and Day:	539,600 on 12/26

GENERAL BUSINESS:

- A) Moved by Roger Martin, seconded by John Sines that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.
- B) Wadesville Water Project – The District has received our notification of funding for this project. We now need to approve some various items to keep the project moving forward.
- 1) Moved by Roger Martin, seconded by John Sines that the District ratify the signing of the Request for Obligation of Funds that was completed on December 21, 2009. Passed unanimously.
 - 2) Moved by Roger Martin, seconded by John Sines that the District approve the following Rural Utilities Services agreements: Loan Resolution – RUS Bulletin 1780-27, Water Grant Agreement – RUS Bulletin 1780-12, Letter of Intent to Meet Conditions – RD 1942-46, and the Rural Development certification of compliance with Federal, State, and Local requirements. Passed unanimously.
 - 3) Moved by Roger Martin, seconded by John Sines that the District file the appropriate paper work with the Public Service Commission for the Wadesville Water Project. Passed unanimously.
 - 4) Moved by Roger Martin, seconded by John Sines that the District will accept payment of \$100 for a water tap fee for the Wadesville Water Project up to the date of bid opening. After this date the tap fee will be \$500 as per our Tariff. Passed unanimously.
 - 5) Moved by Roger Martin, seconded by John Sines that the District open an account for the Wadesville Water Project at West Virginia Central Credit Union to deposit the \$100 water tap fees into and later use as our construction account. Passed unanimously.



6) Please note that there will be a public meeting held at the next Board meeting for the Wadesville Water Project which is an RD requirement.

C) Corp of Engineers work at the well field continues. They just completed clearing and began the stone installation today.

D) Moved by Roger Martin, seconded by John Sines that the District sign new signature cards for the District various checking and saving accounts. Passed unanimously.

E) Moved by Roger Martin, seconded by John Sines that the District accept the November 2009 financial statements as prepared by Philip R. Postlewait, CPA. Passed unanimously.

F) Moved by John Sines, seconded by Roger Martin that the meeting be adjourned. Passed unanimously.

 APPROVED  ATTESTED