

Lubeck Public Service District

April 26, 2012

Roger D. Martin, Chairman

John H. Sines, Treasurer

Jerry R. Martin, Secretary

Attending : Roger Martin, John Sines, Jerry Martin, Randy Atkinson, AJ Allen, Rocky McConnell, Craig Richards, Phil Postlewait, Dwight Cochran, Pam Vanmeter, Ed Hupp, Rick Woodyard, Judy Boston

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	321	525
	2 Lubeck	351	458
	3 Riverhill - Blenn Hgts	289	404
	4 DuPont Rd	298	319
	5 Larkmead Rd.	115	369
	6 LMH - Homewood Rd.	0	324
	7 Washington Bottom	301	404
	8 New England Ridge	185	338
	9 Lubeck South	203	329
	10 Larkmead Area - Marrtown	79	356
	11 Rt 68 South - Hopewell	0	265
	12 Mitchell's	95	98
	13 Westover & Wakefield	30	32
	14 Ball School/Wadesville	0	186
	Total Customers	2267	4407

TREASURER'S REPORT:

Revenue Fund WV Central	\$(141,786.21)
O & M Fund WV Central	\$ (1,935.98)
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00

Transfer From Revenue to O&M Checking Acct	\$ 32,600.00
Transfer From Revenue to O&M Checking Acct	\$ 805,000.00
Transfer From Revenue to O&M Checking Acct	\$0.00

The following transfers were made to cover payroll since the last board meeting:

Transfer From Revenue to O&M Checking Acct	\$ 14,363.36
Transfer From Revenue to WesBance Tax Acct	\$ 4,883.81
Transfer From Revenue to O&M Checking Acct	\$0.00
Transfer From Revenue to WesBance Tax Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$0.00
Transfer From Revenue to WesBance Tax Acct	\$0.00

**LUBECK PUBLIC SERVICE DISTRICT
BOARD MEETING MINUTES
April 26, 2012**

BUSINESS: Prayer by Jerry Martin. Pledge followed.

A.) Moved by Jerry Martin and seconded by John Sines that the minutes of the Board meeting of April 12, 2012 be approved. Passed unanimously It was also moved by John Sines to accept the minutes of two special meetings. One on the 15th of March and the other on the 23rd of March. Motion was second by Jerry Martin and the motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been going on in the District:

- A.) Installed 11 water taps since the last Board meeting. There are 2 water taps to be installed. This gives us 28 water taps for 2012. The District has installed 1 sewer tap since the last Board meeting. There is 1 sewer tap to be installed. This gives us 1 sewer tap for 2012.
- B.) Repaired 1 service line and 0 main line leaks.
- C.) Completed work orders, set meters, vehicles repairs, etc.
- D.) Working on Yard Repairs and mowing of property.
- E.) Repaired Flush Hydrant
- F.) Replaced a drain on Farmview Drive.
- G.) Repaired Blacktop on Whitman Addition

GENERAL BUSINESS:

- A.) Moved by Jerry Martin and seconded by John Sines that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion passed unanimously.
- B.) Moved by John Sines and seconded by Jerry Martin that the District approve financial statements for February 2012 and March 2012 as presented by Phil Postlewait CPA. The motion passed unanimously.

C.) Lake Washington Club Sewer-

- There was a motion to accept a Jackson Kelley proposal to increase the contract for the bond Counsel to 30,000 dollars from 25,000,. due to additional unexpected work. Motion is made by Jerry Martin and second by John Sines. The motion carried unanimously.
- There was a motion by Jerry Martin to accept MOVRC to administer the Lake Washington project the motion was second by John Sines and the motion carried unanimously.
- There was a motion to accept an agreement for accounting services by Phillip Postlewait jr. CPA for the Lake Washington Club Sewer Project by Jerry Martin and the motion was second by John Sines. The motion carried unanimously.
- It was also moved by John Sines to accept a property procurement services agreement from Attorney, Blane Myers for the Lake Washington Club Sewer Project, not to exceed \$15,000.00. The motion was second by Jerry Martin and the motion carried unanimously.

D.) Wadesville Water Project-

- Punch list was completed on the Lost Pavement change order.
- Still waiting for DOT and DEP permits. Craig Richards, engineer for Burgess and Niple told the board that they expected to get DOT approval in the coming week. There is also a Soil Erosion Permit that is outstanding from the DEP.
- A motion was made by Jerry Martin and second by John Sines to accept a pending change order to install the Locust Ridge Change Order not to exceed \$85,000. The motion carried unanimously.

E.) Utility Service Contract- Blain Meyers has drafted a letter to this company. I have been in contact with this company and I have not heard from them back. Jerry Martin made a motion to modify the letter and send it on to Utility Service Company. The motion was second by John Sines and passed unanimously.

F.) Ed Hupp, Director for Wood County Emergency Management and Captain Rick Woodyard with the Wood County Sheriff's office made a request to use our water towers to install microwave transmitters for improved

communication for police and fire. Captain Woodyard also told the commissioners that the district could benefit by being able to piggy back their system for communications, telemetry and internet connect ability. He also said that the district would be held harmless from any damage to equipment or accidents that may occur due to the installation of these microwave transmitters. Jerry Martin made a motion to allow the microwave dishes to be installed under the above conditions the motion was second by John Sines and it carried unanimously.

G.) Belleville Water Project- There was a brief update of potential funding for this project.

G.) Public discussion, Meeting adjourned

 P. D. W. APPROVED *Jerry Martin* ATTESTED