

# Lubeck Public Service District

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FEBRUARY 9<sup>th</sup>, 2013

Meeting Date  
FEBRUARY 14<sup>TH</sup>, 2013  
7:00 P.M.

## AGENDA:

1. APPROVAL OF REGULAR BOARD MEETING MINUTES
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF LAKE WASHINGTON CLUB SEWER EXTENSION
5. DISCUSSION OF BELLEVILLE WATER PROJECT
6. ADJOURN

|     |                 |                        |
|-----|-----------------|------------------------|
| Cc: | Jerry Martin    | Parkersburg News       |
|     | Roger Martin    | Parkersburg Sentinel   |
|     | John Sines      | Wood County Commission |
|     | Craig Richards  | WNUS                   |
|     | Tim Miller      | WTAP                   |
|     | Blaine Myers    | WXIL                   |
|     | Phil Postlewait |                        |

Lubeck Public Service District

February 14, 2013

Roger D. Martin, Chairman

John H. Sines, Treasurer

Jerry R. Martin, Secretary

**Attending :** Roger Martin, Jerry Martin, John Sines, Randy Atkinson, Phil Postlewait, Gary Brode, Judy Boston.

| NO. OF CUSTOMERS: | Section                     | Sewer | Water |
|-------------------|-----------------------------|-------|-------|
|                   | 1 Lake Washington Road      | 320   | 521   |
|                   | 2 Lubeck                    | 350   | 455   |
|                   | 3 Riverhill - Blenn Hgts    | 284   | 402   |
|                   | 4 DuPont Rd                 | 293   | 313   |
|                   | 5 Larkmead Rd.              | 113   | 365   |
|                   | 6 LMH - Homewood Rd.        | 0     | 334   |
|                   | 7 Washington Bottom         | 297   | 400   |
|                   | 8 New England Ridge         | 183   | 337   |
|                   | 9 Lubeck South              | 206   | 334   |
|                   | 10 Larkmead Area - Marrtown | 79    | 348   |
|                   | 11 Rt 68 South - Hopewell   | 0     | 267   |
|                   | 12 Mitchell's               | 90    | 93    |
|                   | 13 Westover & Wakefield     | 31    | 33    |
|                   | 14 Ball School/Wadesville   | 0     | 221   |
|                   | <b>Total Customers</b>      | 2246  | 4423  |

**TREASURER'S REPORT:**

|                         |               |
|-------------------------|---------------|
| Revenue Fund WV Central | \$ 259,271.47 |
| O & M Fund WV Central   | \$ 1,000.00   |
| RUS Construction Acct   | \$0.00        |
| IJDC Construction Acct  | \$0.00        |

|  |               |
|--|---------------|
| Transfer From Revenue to O&M Checking Acct | \$ 101,500.00 |
| Transfer From Revenue to O&M Checking Acct | \$ -          |
| 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 | \$ 15,371.88 |
| Transfer From Revenue to WVCCU Tax Acct    | \$ 5,971.39  |
| Transfer From Revenue to O&M Checking Acct | \$0.00       |
| Transfer From Revenue to WVCCU 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

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## BOARD MEETING MINUTES February 14<sup>TH</sup>, 2013

Prayer by Jerry Martin. Pledge followed.

### GENERAL BUSINESS:

- Moved by Jerry Martin and seconded by John Sines that the minutes of the Board meeting of January 24<sup>th</sup>, 2013 be approved. The motion passed unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There has been 1 water tap installed since the last Board meeting. There are 2 water taps to be installed. This gives the district 1 water tap for 2013. The District has installed no sewer taps since the last Board meeting. There are none to be installed. There have been no new sewer taps for 2013.
- Repaired 1 service line and 2 main line leaks.
- Completed work orders, set meters, turn offs, etc.
- Installed blow offs at Lake Washington Club on both ends.
- Fixed insulation in the garage and cleaned out the floor drains
- Vehicle maintenance
- Hauled stone and installed at various access roads

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
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 carried unanimously.

*Continuation of Minutes for the February 14<sup>th</sup> 2013 meeting of the LPSD Board of Commissioners*

- **LAKE WASHINGTON CLUB SEWER:**  
It was reported by Randall Atkinson that progress on the Lake Washington Project is progressing satisfactorily.
- **DISCUSSION OF BELLEVILLE WATER PROJECT:**  
It was reported that work continued on securing funding for the Belleville Water Project
- It was moved by Jerry Martin and seconded by John Sines to adjourn. Motion carried unanimously.

 APPROVED  ATTESTED

\*\* DUE DATE: 3/11/13; CHECK DATE: 2/14/13; FUND:SEL; BANK: 3 131 202 00 \*\*

BATCH: 2/14/13 - 00001376

\*\* POSTING DATE: 2/14/13 - THIS YEAR - CURRENT PERIOD \*\*

| VENDOR# | CHECK NAME                     | TRAN# | CHECK AMOUNT | CHECK# |
|---------|--------------------------------|-------|--------------|--------|
| 1,020   | ACTION TELECOM, LLC            | 14520 | 85.00        | 6,070  |
| 1,080   | APLAC                          | 14521 | 154.06       | 6,071  |
| 1,120   | MONPOWER                       | 14523 | 15,836.24    | 6,072  |
| 1,240   | AUTO FLEET & INDUSTRIAL SUPPLY | 14525 | 265.68       | 6,073  |
| 1,310   | ALLIED ADMINISTRATORS          | 14527 | 1,041.52     | 6,074  |
| 2,040   | BADGER LUMBER CO. INC.,        | 14529 | 28.14        | 6,075  |
| 2,080   | BB&T GOVERNMENT FINANCE        | 14530 | 4,597.03     | 6,076  |
| 2,140   | BOSLEY RENTAL AND SUPPLY       | 14531 | 95.00        | 6,077  |
| 3,020   | CANON FINANCIAL SERVICES       | 14532 | 209.91       | 6,078  |
| 3,060   | CI THORNBERG CO. INC.          | 14533 | 1,855.50     | 6,079  |
| 3,165   | CINDY CRUM                     | 14536 | 110.38       | 6,080  |
| 4,020   | DREIER & MALLER OF WV, INC.    | 14537 | 1,233.98     | 6,081  |
| 4,040   | DAVISVISION                    | 14541 | 212.28       | 6,082  |
| 4,080   | DOMINION HOPE                  | 14542 | 938.26       | 6,083  |
| 4,100   | DIGITAL CONNECTIONS            | 14545 | 44.04        | 6,084  |
| 7,080   | GRAINGER                       | 14546 | 120.40       | 6,085  |
| 8,020   | HACH COMPANY                   | 14547 | 946.55       | 6,086  |
| 12,080  | LOWE'S BUSINESS ACCOUNT        | 14548 | 80.56        | 6,087  |
| 12,100  | LUBECK PSD                     | 14549 | 2,528.81     | 6,088  |
| 12,140  | LLOYD HOFF                     | 14658 | 400.00       | 6,089  |
| 13,140  | MISS UTILITY OF WV             | 14662 | 41.60        | 6,090  |
| 14,020  | NEWARK ELECTRONICS             | 14663 | 1,450.79     | 6,091  |
| 14,060  | WASTE MANAGEMENT               | 14665 | 216.98       | 6,092  |
| 15,020  | OFFICE DEPOT CREDIT PLAN       | 14666 | 276.80       | 6,093  |
| 16,120  | PIONEER SUPPLY, INC.           | 14667 | 171.00       | 6,094  |
| 16,140  | PARKERSBURG SANITARY BOARD     | 14668 | 17,074.29    | 6,095  |

C H E C K R E G I S T E R

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| VENDOR# | CHECK NAME                              | TRAN# | CHECK AMOUNT | CHECK# |                            |
|---------|---|-------|--------------|--------|----------------------------|
| 16,160  | PHIL POSTLEWAIT CPA                     | 14669 | 2,200.00     | 6,096  |                            |
| 16,180  | POSTMASTER                              | 14670 | 1,600.00     | 6,097  |                            |
| 18,060  | RESA V                                  | 14672 | 95.00        | 6,098  |                            |
| 19,170  | STEPHENS AUTO                           | 14673 | 35,839.00    | 6,099  |                            |
| 20,010  | HAROLDS REFUSE REMOVAL                  | 14674 | 122.38       | 6,100  |                            |
| 20,020  | TELEPAGE COMMUNICATIONS                 | 14675 | 60.78        | 6,101  |                            |
| 20,180  | VERIZON WIRELESS                        | 14676 | 527.69       | 6,102  |                            |
| 21,020  | UNIFIRST CORPORATION                    | 14677 | 219.32       | 6,103  |                            |
| 21,060  | USA BLUEBOOK                            | 14680 | 394.71       | 6,104  |                            |
| 21,080  | RURAL DEVELOPMENT                       | 14682 | 936.65       | 6,105  |                            |
| 23,040  | WESTFIELD INSURANCE                     | 14683 | 3,930.51     | 6,106  |                            |
| 23,140  | JAMES C WRIGHT                          | 14684 | 387.00       | 6,107  |                            |
| 23,200  | WV DEPT OF HEALTH &                     | 14697 | 30.00        | 6,108  |                            |
| 23,317  | WV STATE EMERGENCY RESPONSE             | 14699 | 125.00       | 6,109  |                            |
| 23,340  | WV DEPT OF TAX & REVENUE                | 14712 | 2,081.00     | 6,110  |                            |
| 23,360  | HD SUPPLY WATERWORKS                    | 14704 | 2,344.94     | 6,111  |                            |
| 700,000 | DEBORAH KHAN<br>1443 BLENNERHASSETT HTS | 14707 | 81.56        | 6,112  | PARKERSBURG WV 26101       |
| 700,000 | LINDSAY M. STEHLY<br>4409 CYPRESS ST.   | 14708 | 62.11        | 6,113  | PARKERSBURG WV 26104-1223  |
| 700,000 | JESSICA L. LEE<br>7996 HARRIS HIGHWAY   | 14709 | 48.13        | 6,114  | WASHINGTON WV 26181-5217   |
| 700,000 | LOGAN A. CORSO<br>609 1/2 CAROLINE ST   | 14710 | 66.53        | 6,115  | WILLIAMSTOWN WV 26187-1419 |
| 700,000 | AMBER R GATES<br>50 MITCHELL CT         | 14711 | 40.41        | 6,116  | WASHINGTON WV 26181-6342   |
|         |   |       | 101,207.52   | 47     |                            |