

Lubeck Public Service District

POST OFFICE BOX 700
301 OX JOHNSON LANE
WASHINGTON, WEST VIRGINIA 26181
PHONE: 304-863-3341
FAX: 304-863-3791

January 5, 2018

Meeting Date
January 11, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF REGULAR BOARD MEETING MINUTES FOR DECEMBER 28TH
2. ELECTION OF OFFICERS
3. DISCUSSION OF DISTRICT HAPPENINGS
4. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
5. ADMENDMENT TO AGREEMENT WITH BURGESS AND NIPLE
6. DISCUSSION OF BELLEVILLE WATER PROJECT
7. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES January 11, 2018

Prayer by David Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by Jerry Martin to approve the minutes of December 28th as sent out. Motion carried unanimously.

ELECTION OF OFFICERS:

- Dave Lawson made a motion to keep the board officers as they are, Jerry Martin seconded, motion passed.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There are 7 taps to be installed. This gives us a total of 36 water taps for 2017. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 10 sewer taps for 2017.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 4 service line leaks and 0 main line leaks.
- Grinding and painting at the water plant
- Thawing out customer meters.

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by Dave Lawson and seconded by Jerry Martin that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion carried unanimously.
- **AMENDMENT TO AGREEMENT WITH BURGESS & NIPLE**
Craig Richards presented the board with an amendment, See attachment A for Amendment 4. Dave Lawson made a motion to accept the

Continuation of Minutes for the January 11th, 2017 meeting of the LPSD Board
of Commissioners

amendment, Jerry Martin seconded, motion carried.

- **DISCUSSION OF BELLEVILLE PROJECT**

Rocky let the board know that the checks for the CSX application fees were ready to be signed and noted that the district would be reimbursed through the project funds. Fred Rader presented the board with an amendment to the MOVRC Administrative Agreement (see attached), Dave Lawson motioned to accept the MOVRC amendment, Jerry Martin seconded, motion carried. Fred also presented the board with a resolution for Drawdown #13, which included the following invoices; Myers Law Office, \$2,760.89 for legal services which is being reimbursed to Lubeck PSD, CSX, \$2900.00 for application fees, and Mid-Ohio Valley Regional Council, \$205.37 the total of the invoices and funds being requested from the BPH is \$5,866.26. Dave Lawson made a motion to accept the resolution, Jerry Martin seconded, motion carried.

ADJOURNMENT

Meeting was adjourned at 1:17 PM

 APPROVED  ATTESTED

Lubeck Public Service District

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301 OX JOHNSON LANE
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PHONE: 304-863-3341
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January 19, 2018

Meeting Date
January 25, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF REGULAR BOARD MEETING MINUTES FOR JANUARY 11TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES January 25, 2018

Prayer by David Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by James Eaton and seconded by Dave Lawson to approve the minutes of January 11th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There has been 1 water tap installed since the last Board meeting. There are 7 taps to be installed. This gives us a total of 36 water taps for 2017. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 10 sewer taps for 2017. There has been 1 water tap for 2018, and there are 6 to be installed. There has been 0 sewer taps for 2018, there is 0 to be installed.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 3 service line leaks and 0 main line leaks.
- Finished grinding and getting ready to start painting the filters in the water plant

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by Dave Lawson and seconded by Dave Lawson that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion carried unanimously.
- **DISCUSSION OF BELLEVILLE PROJECT**
Rocky let the board know that the contractor was back on site this week, and has installed the 2" water tap at the Hydro dam and also the 2" water tap at the Circle S Campground. They are also in the process of installing the 4 automatic flushing devices, 2 of which should be completed. He also noted that the CSX permits have been filed for the Heck and Staats complaints, so we can get moving on extending the water line to those

Continuation of Minutes for the January 25th, 2017 meeting of the LPSD Board
of Commissioners

properties. The contractor still has concrete and cleanup work to do, but weather is slowing that process down considerably.

ADJOURNMENT

Meeting was adjourned at 1:07 PM

David H. Lawson APPROVED Jerry Mark ATTESTED

Lubeck Public Service District

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February 2, 2018

Meeting Date
February 8, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF REGULAR BOARD MEETING MINUTES FOR JANUARY 25TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF PERSONNEL ISSUES
5. DISCUSSION OF BELLEVILLE WATER PROJECT
6. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES February 8, 2018

Prayer by David Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by Jerry Martin to approve the minutes of January 25th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 3 water taps installed since the last Board meeting. There are 6 taps to be installed. This gives us a total of 4 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 2 to be installed. This gives us a total of 0 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 3 service line leaks and 0 main line leaks.
- Finished painting the filters in the water plant

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by Dave Lawson and seconded by Jerry Martin that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion carried unanimously.
- **DISCUSSION OF PERSONNEL ISSUES**
Dave Lawson made a motion to go into Executive session to discuss personnel issues, Jerry Martin seconded, motion carried. Dave Lawson made a motion to come out of Executive session, Jerry Martin seconded, motion carried. Jerry stated that no decisions were reached.
- **DISCUSSION OF BELLEVILLE WATER PROJECT**
Rocky stated that Stonegate had installed all the automatic flushing devices and all the 2" meter setters were in the ground. The Mid-Ohio Valley Regional Council gave a drawdown for Resolution #14 to Timm Utt

Continuation of Minutes for the February 8th, 2017 meeting of the LPSD Board of Commissioners

from Burgess and Niple to present to the board which included the following invoices, Stonegate, \$84,968.00 for Pay Estimate #10, and Burgess & Niple, \$29,421.43 for Engineering services, the total of the invoices and funds being requested from the BPH is \$114,389.43. Dave Lawson made a motion to accept the drawdown for Resolution #14, Jerry Martin seconded, motion carried.

ADJOURNMENT

Meeting was adjourned at 1:49 PM

David H. Johnson APPROVED James D. Ector ATTESTED

Lubeck Public Service District

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February 14, 2018

Emergency Meeting Date

February 15, 2018

1:00 P.M.

AGENDA:

1. DISCUSSION ABOUT GEN-X
2. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

EMERGENCY BOARD MEETING MINUTES February 15, 2018

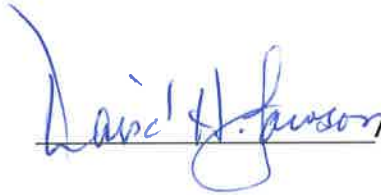
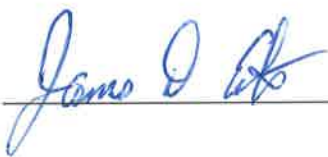
Prayer by David Lawson. Pledge followed.

DISCUSSION OF GENX:

- The district called an emergency meeting to discuss the GenX news coverage. Dave Lawson called Robin Ollis -Stemple, with Dupont, for available information we could pass on to our customers, she stated that the wells had been sampled, and the district would be notified when the results were back.

ADJOURNMENT

Meeting was adjourned at 1:06 PM

 APPROVED  ATTESTED

Lubeck Public Service District

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February 16, 2018

Meeting Date
February 22, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF REGULAR BOARD MEETING MINUTES FOR FEBRUARY 8TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES February 22, 2018

Prayer by David Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of February 8th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 4 water taps installed since the last Board meeting. There are 5 taps to be installed. This gives us a total of 8 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 2 to be installed. This gives us a total of 0 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leaks and 1 main line leaks.
- Cleaned the sand filter.
- Did some work around the shop.

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by Dave Lawson and seconded by James Eaton that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion carried unanimously.
- **DISCUSSION OF BELLEVILLE WATER PROJECT**
There wasn't much to discuss on the Belleville Project, Rocky said the district was waiting to hear back from the contractor as to when they would remobilize for the Staats and Heck extensions.

ADJOURNMENT

Meeting was adjourned at 1:29 PM

Continuation of Minutes for the February 22nd, 2017 meeting of the LPSD
Board of Commissioners

David H. Johnson APPROVED Janice D. [Signature] ATTESTED

Lubeck Public Service District

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March 2, 2018

Meeting Date
March 8, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF EMERGENCY BOARD MEETING MINUTES FOR FEBRUARY 15TH AND THE
REGULAR BOARD MEETING MINUTES FOR FEBRUARY 22ND
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES

March 8, 2018

Prayer by David Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of February 15th and February 22nd as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 6 water taps installed since the last Board meeting. There are 5 taps to be installed. This gives us a total of 14 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 2 to be installed. This gives us a total of 0 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leak and 1 main line leak.

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by James Eaton and seconded by Dave Lawson that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion carried unanimously.
- **DISCUSSION OF BELLEVILLE WATER PROJECT**
There wasn't much to discuss on the Belleville Project, Rocky said that the contractor was supposed to be putting concrete around the automatic flushing stations, and he is still waiting on two right-of-way's to be finished up so we can get the CSX permits started for the Staats and Heck projects.

ADJOURNMENT

Meeting was adjourned at 1:11 PM

Continuation of Minutes for the March 8th, 2018 meeting of the LPSD Board of Commissioners

David H. Janson APPROVED James D. Cook ATTESTED

Lubeck Public Service District

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March 16, 2018

Meeting Date
March 22 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR MARCH 8TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Craig Richards	WNUS
	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES March 22, 2018

Prayer by David Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of March 8th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since the last Board meeting. There are 0 taps to be installed. This gives us a total of 16 water taps for 2018. The District has installed 2 sewer taps since the last Board meeting. There is 1 to be installed. This gives us a total of 2 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leaks and 0 main line leaks.
- Replaced the fence down the lane.
- Replaced a couple meter pits for customers.

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by Dave Lawson and seconded by James Eaton that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. The motion carried unanimously.
- **DISCUSSION OF BELLEVILLE WATER PROJECT**
Fred Rader from the Mid-Ohio Valley Regional Council presented the board with a resolution for drawdown #15, which includes the following invoices. Mid-Ohio Valley Regional Council for \$967.44 for administrative services, and Burgess & Niple for \$5390.38 for engineering services. The total for the invoices, and the total amount being requested from the BPH is \$6357.82. James Eaton made a motion to accept the resolution, Dave Lawson seconded, motion carried. Rocky stated that 2 easements have been obtained for the Staats and Heck project and are being recorded at

*Continuation of Minutes for the March 22nd, 2018 meeting of the LPSD Board
of Commissioners*

the courthouse. Burgess & Niple should be able to start the CSX permits,
which Rocky stated would be approximately 6 months.

ADJOURNMENT

Meeting was adjourned at 1:23 PM

David H. Janson APPROVED James D. Cook ATTESTED