

Lubeck Public Service District

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

October 5, 2018

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

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR SEPTEMBER 27TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
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 October 11, 2018

Prayer by Dave Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of September 27th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 3 water taps installed since the last Board meeting. There are 4 taps to be installed. This gives us a total of 41 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 3 service line leaks and 0 main line leaks.
- Installed pump #1 in water plant
- Picked up hay from Mr. Lawson

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by David 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**
Stonegate has come back on site. The tie-in of Little/Lower Pond Creek should be on Tuesday the 23rd.
- **SEWER GENERATOR**
Zack received a response from BB&T Government Finance. They should have an answer for us on Friday, October 12th.

Continuation of Minutes for the October 11, 2018 meeting of the LPSD Board of Commissioners

ADJOURNMENT

Meeting was adjourned at 1:43 pm.

James D. East APPROVED David H. Johnson ATTESTED

Lubeck Public Service District

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

October 19, 2018

Meeting Date
October 25, 2018
10:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 11TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
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 October 25, 2018

Prayer by Dave Lawson. Pledge followed.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since the last Board meeting. There are 4 taps to be installed. This gives us a total of 43 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leaks and 0 main line leaks.
- Repaired sewer line in Somerville for a customer
- Fixed yards

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by James Eaton and seconded by David 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**
Fred Rader from the Mid-Ohio Valley Regional Council presented the board with the resolution for drawdown #18, which includes the following invoices; CSX, \$750.00 for a permit fee; Stonegate, \$124,347.42 for construction fees; Myers Law Office, \$735.00 for legal fees; Burgess & Niple, \$1667.43 for engineering services; and Mid-Ohio Valley Regional Council, \$395.34 for administrative services. The total of the invoices, and the amount being requested by the Bureau of Public Health is

Continuation of Minutes for the October 25, 2018 meeting of the LPSD Board of Commissioners

\$127,895.19. James Eaton made a motion to accept the resolution, Dave Lawson seconded, motion carried.

- **SEWER GENERATOR**

Zack Dobbins read the resolution for the loan for the generator, trucks, and the sewer plant. BB&T has agreed to a 10-year municipal lease at a 4% rate. The monthly payment will be \$2,208.78. The yearly cost will be \$26,505.36. The breakdown is as follows: Generators and hook-ups, \$113,620.00; the engineers put a contingency for \$17,043.00; engineering fees of \$9,750.00; fencing, \$9,537.00; two trucks, \$68,212.00; and bank documentation and legal fees of \$250.00. The grand total is \$218,162.00. Dave Lawson made a motion to accept the resolution, James Eaton seconded, motion carried.

NEXT MEETING

November 8, 2018 at 10:00 am.

ADJOURNMENT

Meeting was adjourned at 10:27 am.

David H. Lawson APPROVED James Eaton ATTESTED

Lubeck Public Service District

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

November 2, 2018

Meeting Date
November 8, 2018
10:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 25TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
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 November 8, 2018

Prayer by Dave Lawson. Pledge followed.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since the last Board meeting. There are 2 taps to be installed. This gives us a total of 45 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 3 service line leaks and 0 main line leaks.
- Repaired some blacktop spots
- Fixed yards
- John Hickman requested to have sewer charges waived from their bill that had a toilet leak. The organization is non-profit and they only carry a balance of \$3000.00 for insurance, utilities, and repairs. David Lawson made a motion to adjust the bill to \$131.41 (removing \$365.53 from the sewer charges) with an addendum stipulating that this is a one-time deal. James Eaton seconded the motion. The motion carries unanimously.

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by James Eaton and seconded by David 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.

This institution is an equal opportunity provider and employer

*Continuation of Minutes for the November 8, 2018 meeting of the LPSD Board
of Commissioners*

- **DISCUSSION OF BELLEVILLE WATER PROJECT**

Tim Meeks from the Mid-Ohio Valley Regional Council presented the board with the resolution for drawdown #19, which includes the following invoices; CSX, \$1,556.80 for an inspection fee; Stonegate, \$52,594.92 for construction fees; Burgess & Niple, \$4,243.80 for engineering services; and Mid-Ohio Valley Regional Council, \$192.53 for administrative services. The total of the invoices, and the amount being requested by the Bureau of Public Health is \$58,588.05. James Eaton made a motion to accept the resolution, Dave Lawson seconded, motion carried.

- **SEWER GENERATOR**

The papers for the closing of the loan have been signed. It will be done through the mail with Zack Dobbins through BB&T Government Finance. The pre-construction meeting has been set for November 14th at 11:00 am.

NEXT MEETING

November 29, 2018 at 1:00 pm.

ADJOURNMENT

Meeting was adjourned at 10:37 am.

 APPROVED  ATTESTED

Lubeck Public Service District

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

November 23, 2018

Meeting Date
November 29, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 8TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
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 November 29, 2018

Prayer by Dave Lawson. Pledge followed.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There are 2 taps to be installed. This gives us a total of 45 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leaks and 0 main line leaks.
- Did maintenance on shop trucks
- Serviced the back hoe
- Repaired concrete in Bethel

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by James Eaton and seconded by David 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**
Tim Meeks from the Mid-Ohio Valley Regional Council presented the board with a resolution for drawdown #20, which includes the following invoices; Stonegate Construction, \$20,901.16 for construction fees; and Burgess & Niple, \$18,726.35 for engineering services. The total of the invoices, and the amount being requested by the Bureau of Public Health

This institution is an equal opportunity provider and employer

*Continuation of Minutes for the November 29, 2018 meeting of the LPSD Board
of Commissioners*

is \$39,627.51. James Eaton made a motion to accept the resolution,
Dave Lawson seconded, motion carried.

- **SEWER GENERATORS**

Zack Dobbins closed the loan with BB&T. Everything is complete with that
so we can start working on drawdowns.

One truck is available, we are waiting to get a check and insurance so we
can pick it up. The other truck has been ordered and it is 6-8 weeks out.
Generators have been ordered and it will take approximately 8 weeks to
receive those.

NEXT MEETING

December 13, 2018 at 1:00 pm.

ADJOURNMENT

Meeting was adjourned at 1:14 pm.

James Eaton APPROVED David H. Lawson ATTESTED

Lubeck Public Service District

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

December 7, 2018

Meeting Date
December 13, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 29TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
6. APPROVAL OF 2019 MEETING DATES
7. NEXT MEETING: DECEMBER 27TH AT 1:00 P.M.
8. 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 December 13, 2018

Prayer by Dave Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of November 29th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There are 3 taps to be installed. This gives us a total of 45 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leaks and 0 main line leaks.
- Removed trees at New England Booster Station
- Slagged the sewer plant driveway
- Working on repairing DERC meter pit

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by James Eaton and seconded by David 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**
Waiting on permits from CSX.
- **SEWER GENERATORS**
Zack Dobbins has the loan secured with BB&T. We have the first

*Continuation of Minutes for the December 13, 2018 meeting of the LPSD Board
of Commissioners*

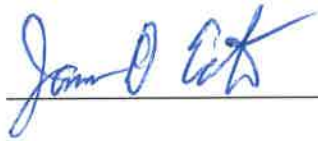
requisition and reimbursement submitted. BB&T has deposited money into our revenue account. We have checks to pay the invoice from Thrasher and to purchase the ¾ ton Chevy work truck. Rocky and Mike Zoeller from McHenry Electric met with Dominion Energy and they said there is adequate gas lines to supply the stations.

NEXT MEETING

December 27, 2018 at 1:00 pm.

ADJOURNMENT

Meeting was adjourned at 1:10 pm.



APPROVED



ATTESTED

Lubeck Public Service District

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

December 21, 2018

Meeting Date
December 27, 2018
1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR DECEMBER 13TH
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
6. NEXT MEETING: JANUARY 10TH AT 1:00 P.M.
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 December 27, 2018

Prayer by Dave Lawson. Pledge followed.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of December 13th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since the last Board meeting. There are 2 taps to be installed. This gives us a total of 47 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 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 Meter Pit at DERC
- Picked up new service truck
- Installing new gate at WWTP
- Repaired some yards

GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**
Moved by David 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**
Tim Utt is still working with Stonegate on CSX permitting.

*Continuation of Minutes for the December 27, 2018 meeting of the LPSD Board
of Commissioners*

- **SEWER GENERATORS**

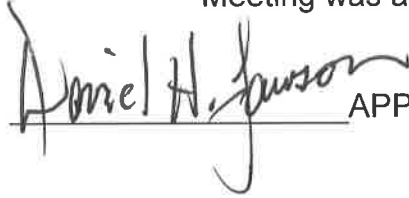
Waiting to hear from McHenry's Electric. They have 120 days for substantial completion.

NEXT MEETING

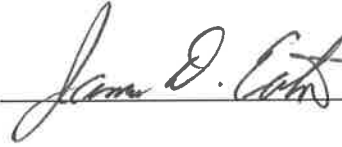
January 10, 2019 at 1:00 pm.

ADJOURNMENT

Meeting was adjourned at 1:30 pm.



APPROVED



ATTESTED