

# Lubeck Public Service District

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

January 4, 2019

**Meeting Date**  
**January 10, 2019**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR DECEMBER 27<sup>TH</sup>
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 24<sup>TH</sup> 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

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## BOARD MEETING MINUTES January 10, 2019

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 27th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There was a total of 47 water taps for 2018, and a total of 5 sewer taps for 2018. 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 0 water taps for 2019. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 0 sewer taps for 2019.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leak and 0 main line leaks.
- Replaced a light bulb on the top of New England tank.
- Replaced a meter pit and setter for a customer.
- Repaired the Ford F-150 long bed.
- Had spray liner put in new service truck.
- Started valve exercise program
- Licenses replaced on all the trucks and trailers

### 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

This institution is an equal opportunity provider and employer

*Continuation of Minutes for the January 10, 2018 meeting of the LPSD Board of Commissioners*

fund transfers as presented. The motion carried unanimously.


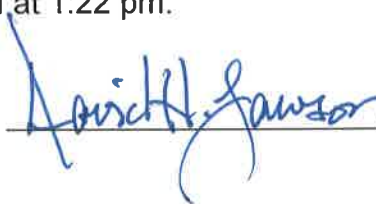
- **DISCUSSION OF BELLEVILLE WATER PROJECT**  
Burgess and Niple has still have some profiles and permits to go over with Stonegate.
- **SEWER GENERATORS**  
Rocky spoke with McHenry Electric and they will be starting work soon.

**NEXT MEETING**

January 24, 2019 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 1:22 pm.

 APPROVED  ATTESTED

# Lubeck Public Service District

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

January 18, 2019

**Meeting Date**  
**January 24, 2019**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JANUARY 10<sup>TH</sup>
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: FEBRUARY 7<sup>TH</sup> 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

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## BOARD MEETING MINUTES January 24, 2019

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 January 10th 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 0 water taps for 2019. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 0 sewer taps for 2019.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leak and 0 main line leaks.
- Fixed sewer main on Meadow Dr.
- Replaced a meter pit and setter for a customer.
- Began painting inside the water plant

### 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**  
Rocky called for an executive session; Moved by David Lawson and seconded by James Eaton.  
Rocky recommends that we get pricing for a casing change from 4 inch to 8 inch and go back to the original line location. Pending the approval by CSX on previous design.

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Continuation of Minutes for the January 24, 2018 meeting of the LPSD Board of Commissioners

Tim Meeks from the Mid-Ohio Valley Regional Council presented the board with the resolution for drawdown #21, which includes the following invoices; Stonegate, \$24,651.52 for construction fees; Myers Law Office, \$322.00 for legal fees; Burgess & Niple, \$2096.50 for engineering services; and Mid-Ohio Valley Regional Council, \$7.71 for administrative services. The total of the invoices, and the amount being requested by the Bureau of Public Health is \$27,077.73. James Eaton made a motion to accept the resolution, Dave Lawson seconded, motion carried.

- **SEWER GENERATORS**

Rocky spoke with Mike Zoller, the transfer switches and the generators have been purchased. Mike will meet with the power company next week about installing the transfers.

**NEXT MEETING**

February 14, 2019 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 2:02 pm.

David H. Lawson APPROVED James Eaton ATTESTED

# Lubeck Public Service District

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

February 8, 2019

**Meeting Date**  
**February 14, 2019**  
1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JANUARY 24<sup>TH</sup>
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: FEBRUARY 28<sup>TH</sup> 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

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## BOARD MEETING MINUTES February 14, 2019

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 January 24th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 1 water taps installed since the last Board meeting. There are 0 taps to be installed. This gives us a total of 1 water taps for 2019. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 0 sewer taps for 2019.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 0 service line leak and 2 main line leaks.
- Working on the blower for the digester.
- Cleaned sand filter
- Changed check valve at the East Pump Station
- Fixed a 6" valve on Pettyville Road

### 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**  
Nothing has changed since the last meeting.



*Continuation of Minutes for the February 14, 2018 meeting of the LPSD Board  
of Commissioners*

- **SEWER GENERATORS**

Rocky spoke with Mike Zoller, they will get started as soon as they get a few dry days.

**NEXT MEETING**

February 28, 2019 at 1:00 P.M.

**ADJOURNMENT**

Meeting was adjourned at 1:11 P.M.

David H. Dawson APPROVED Janet Lark ATTESTED

# Lubeck Public Service District

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

February 22, 2019

**Meeting Date**  
**February 28, 2019**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR FEBRUARY 14<sup>TH</sup>
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: MARCH 14<sup>TH</sup> 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

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## BOARD MEETING MINUTES February 28, 2019

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 February 14th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There is 1 tap to be installed. This gives us a total of 1 water tap for 2019. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 0 sewer taps for 2019.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leak and 0 main line leaks.
- Did some blacktop work
- Yard repairs
- Tied Oakland Gardens in with New England Ridge with 2" line
- Fixed a 2" flush hydrant in Belleville
- Mike Smith gave a report to update the board about activities in the Water Treatment Plant

### 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.

*Continuation of Minutes for the February 28, 2018 meeting of the LPSD Board  
of Commissioners*

- **DISCUSSION OF BELLEVILLE WATER PROJECT**  
Tim has been trying to contact Bernie from Stonegate to get pricing for directional drilling.
- **SEWER GENERATORS**  
Rocky met with Mike from McHenry's yesterday. Weather permitting and as long as the pricing is right, they will get started next week.

**NEXT MEETING**

March 28, 2019 at 1:00 P.M.

**ADJOURNMENT**

Meeting was adjourned at 1:27 P.M.

 APPROVED  ATTESTED

# Lubeck Public Service District

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

March 8, 2019

**Meeting Date**  
**March 14, 2019**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR FEBRUARY 28<sup>TH</sup>
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
6. SEWER ASSET MANAGEMENT
7. NEXT MEETING: MARCH 28<sup>TH</sup> 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

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## BOARD MEETING MINUTES March 14, 2019

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 February 14th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There has been 1 water tap installed since the last Board meeting. There is 1 tap to be installed. This gives us a total of 2 water tap for 2019. The District has installed 1 sewer tap since the last Board meeting. There are 0 to be installed. This gives us a total of 1 sewer taps for 2019.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leak and 0 main line leaks.
- Cleaned ditch line on Lee Creek and Oak Valley
- Cut off old service line in Oak Acres

### 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 finally talked to Bernie. He is working on pricing and will be getting back with Tim regarding that. Bernie sent that last two right-of-way's that need to be done over to Blaine's office.
- **SEWER GENERATORS**  
Supposed to start this week, but haven't heard from him yet. Some of the work has already been done in-house.

*Continuation of Minutes for the March 14, 2018 meeting of the LPSD Board of Commissioners*

- **SEWER ASSET MANAGEMENT**

Rocky presented an agreement with Thrasher to do the asset management on the sewer side. David Lawson made a motion to accept the agreement, James Eaton seconded, motion carried

**NEXT MEETING**

April 11, 2019 at 1:00 P.M.

**ADJOURNMENT**

Meeting was adjourned at 1:11 P.M.

 APPROVED  ATTESTED

# Lubeck Public Service District

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

March 22, 2019

**Meeting Date**  
**March 28, 2019**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR MARCH 14<sup>TH</sup>
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
6. JUNE 30<sup>TH</sup>, 2020 BUDGET
7. NEXT MEETING: APRIL 11<sup>TH</sup> 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

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## BOARD MEETING MINUTES March 28, 2019

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 March 14th 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 4 water taps for 2019. The District has installed 0 sewer tap since the last Board meeting. There are 1 to be installed. This gives us a total of 1 sewer taps for 2019.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leak and 1 main line leaks.
- Pulled a tap on Smitherman Road for a customer
- Cleaned sand filters

### 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**  
Tabled until Burgess and Niple arrive.
- **SEWER GENERATORS**  
They are supposed to be in next week to start cutting lines.

Continuation of Minutes for the March 28, 2018 meeting of the LPSD Board of Commissioners

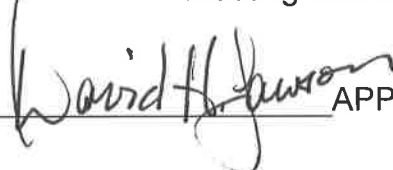

- **JUNE 30<sup>TH</sup>, 2020 BUDGET**  
Moved by David Lawson and seconded by James Eaton. The motion carried unanimously.
- **DISCUSSION OF BELLEVILLE WATER PROJECT**  
Timm and Craig were here to discuss Belleville project. They presented 3 scenarios for Change Order #5. A motion was made by David Lawson to go into executive session and was seconded by James Eaton. A motion was made to come out of executive session by David Lawson and seconded by James Eaton. A motion was made by David Lawson and seconded by James Eaton (Jerry Martin, abstained) to accept Change Order #5, Scenario #1 in the amount of \$104, 080.00 (Stonegate \$56,700.00).

**NEXT MEETING**

April 11, 2019 at 1:00 P.M.

**ADJOURNMENT**

Meeting was adjourned at 2:00 P.M.

 APPROVED  ATTESTED