

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 8, 2021

Meeting Date
October 14, 2021
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR SEPTEMBER 23, 2021
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. WELL FIELD
5. PUBLIC COMMENT
6. NEXT MEETING: OCTOBER 28, 2021 at 11:00am
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

October 14, 2021

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H Lawson, Secretary

Attending: Jerry Martin (by phone), James Eaton, Dave Lawson, Rocky McConnell, Kelle Cosner, DJ McAtee, Leon Simpson

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	385	542
	2	Lubeck	371	483
	3	Riverhill - Blenn Hgts	300	429
	4	DuPont Rd	309	329
	5	Larkmead Rd.	113	369
	6	LMH - Homewood Rd.	0	370
	7	Washington Bottom	300	413
	8	New England Ridge	187	343
	9	Lubeck South	206	347
	10	Larkmead Area - Marrtown	88	360
	11	Rt 68 South - Hopewell	0	284
	12	Mitchell's	135	136
	13	Westover & Wakefield	43	47
	14	Ball School/Wadesville	0	251
	15	Belleville	0	186
		Total Customers	2437	4889

TREASURER'S REPORT:

Revenue Fund WV Central	\$ 211,003.41
O & M Fund WV Central	\$9,864.43
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00

Transfer From Revenue to O&M Checking Acct	\$ 86,500.00
Transfer From Revenue to O&M Checking Acct	\$0.00
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	\$ 24,434.12
Transfer From Revenue to 941 Tax Acct	\$ 8,027.58

The following are the current amounts in the R&R and O&M Reserve Accts:

Transfer From Rev to Sewer O&M Res Acct (SB 234)	\$39,521.47
Transfer From Revenue to Sewer R&R Reserve Acct	\$32,473.25
Transfer From Revenue to WCCU R&R Acct	\$45,760.70
Transfer From Rev to Water O&M Res Acct (SB 234)	\$168,370.71

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES OCTOBER 14, 2021

Prayer by David Lawson

GENERAL BUSINESS:

- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of September 23rd as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since last board meeting, and there are 7 taps waiting to be installed. This gives us 19 water taps for 2021. There has been 1 sewer tap since last board meeting, there is 1 waiting to be installed. This gives the district 4 sewer taps for 2021.
- Completed work orders, set meters, etc.
- Turn on/Turn offs
- Repaired 3 service line leaks and 3 main line leaks
- Finished water line extension on New England River Rd.
- Painted Kelle's office
- Rebuilt motor for high service pump 4

GENERAL BUSINESS:

- **APPROVAL OF PAYMENT 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.

- **WELL FIELD**

Leon stated they would be back on site Tuesday to finish up.

- **PUBLIC COMMENT**

No comments

Continuation of Minutes for the October 14, 2021 meeting of the LPSD Board of Commissioners

NEXT MEETING

October 28, 2021 at 11:00 am

ADJOURNMENT

Meeting was adjourned at 11:06 am

David H. Jensen APPROVED Jan D. Cole ATTESTED

Lubeck Public Service District

POST OFFICE BOX 700
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October 22, 2021

Meeting Date
October 28, 2021
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 14, 2021
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. WELL FIELD
5. PURCHASING A NEW SERVICE VEHICLE
6. PUBLIC COMMENT
7. NEXT MEETING: NOVEMBER 11, 2021 at 11:00am
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

October 28, 2021

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H Lawson, Secretary

Attending: Jerry Martin, James Eaton, Dave Lawson, Rocky McConnell

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	386	544
	2 Lubeck	371	483
	3 Riverhill - Blenn Hgts	300	430
	4 DuPont Rd	309	329
	5 Larkmead Rd.	114	372
	6 LMH - Homewood Rd.	0	370
	7 Washington Bottom	298	408
	8 New England Ridge	188	347
	9 Lubeck South	207	348
	10 Larkmead Area - Marrtown	88	364
	11 Rt 68 South - Hopewell	0	284
	12 Mitchell's	137	138
	13 Westover & Wakefield	43	46
	14 Ball School/Wadesville	0	251
	15 Belleville	0	186
	Total Customers	2441	4900

TREASURER'S REPORT:

Revenue Fund WV Central	\$ 238,112.61
O & M Fund WV Central	\$9,864.43
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00

Transfer From Revenue to O&M Checking Acct	\$ 54,700.00
Transfer From Revenue to O&M Checking Acct	\$0.00
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	\$ 24,698.81
Transfer From Revenue to 941 Tax Acct	\$ 8,406.62

The following are the current amounts in the R&R and O&M Reserve Accts:

Transfer From Rev to Sewer O&M Res Acct (SB 234)	\$46,083.83
Transfer From Revenue to Sewer R&R Reserve Acct	\$35,754.43
Transfer From Revenue to WVCCU R&R Acct	\$46,083.83
Transfer From Rev to Water O&M Res Acct (SB 234)	\$181,786.61

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES OCTOBER 28, 2021

Prayer by David Lawson

GENERAL BUSINESS:

- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of October 14th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 4 water taps installed since last board meeting, and there are 6 taps waiting to be installed. This gives us 22 water taps for 2021. There has been 1 sewer tap since last board meeting, there is 0 waiting to be installed. This gives the district 5 sewer taps for 2021.
- Completed work orders, set meters, etc.
- Turn on/Turn offs
- Repaired 3 service line leaks and 0 main line leaks
- Cleaned up New England River Rd
- New check valve in the vault at the wellfield

GENERAL BUSINESS:

- **APPROVAL OF PAYMENT 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.

- **WELL FIELD**

The three wells have been cleaned, rebuilt, and are online.

- **PURCHASING A NEW SERVICE VEHICLE**

We received a quote on a 2022 GMC Sierra 3500 Crew Cab Dually. The price will not exceed \$56,864.00. We will not know the final cost until we take our current service vehicle in to see what they will give for trade in.

Continuation of Minutes for the October 28, 2021 meeting of the LPSD Board of Commissioners

- **PUBLIC COMMENT**

No comments

NEXT MEETING

November 10, 2021 at 11:00 am

ADJOURNMENT

Meeting was adjourned at 11:06 am

James Cote 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

November 5, 2021

Meeting Date
November 10, 2021
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 28, 2021
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. PUBLIC COMMENT
5. NEXT MEETING: NOVEMBER 18, 2021 at 11:00am
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

November 10, 2021

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H Lawson, Secretary

Attending: Jerry Martin, James Eaton, Dave Lawson, Rocky McConnell, Kelle Cosner

NO. OF CUSTOMERS:	Section		Sewer	Water
	1 Lake Washington Road		383	538
	2 Lubeck		372	484
	3 Riverhill - Blenn Hgts		300	429
	4 DuPont Rd		308	327
	5 Larkmead Rd.		111	368
	6 LMH - Homewood Rd.		0	369
	7 Washington Bottom		296	402
	8 New England Ridge		188	347
	9 Lubeck South		207	348
	10 Larkmead Area - Marrtown		88	361
	11 Rt 68 South - Hopewell		0	284
	12 Mitchell's		138	139
	13 Westover & Wakefield		43	46
	14 Ball School/Wadesville		0	253
	15 Belleville		0	185
	Total Customers		2434	4880

TREASURER'S REPORT:

Revenue Fund WV Central	\$ 139,244.10
O & M Fund WV Central	\$13,795.22
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00

Transfer From Revenue to O&M Checking Acct	\$ 79,700.00
Transfer From Revenue to O&M Checking Acct	\$0.00
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	\$ 24,671.25
Transfer From Revenue to 941 Tax Acct	\$ 8,137.86

The following are the current amounts in the R&R and O&M Reserve Accts:

Transfer From Rev to Sewer O&M Res Acct (SB 234)	\$53,204.50
Transfer From Revenue to Sewer R&R Reserve Acct	\$39,328.21
Transfer From Revenue to WVCCU R&R Acct	\$56,611.99
Transfer From Rev to Water O&M Res Acct (SB 234)	\$200,004.57

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES NOVEMBER 10, 2021

Prayer by David Lawson

GENERAL BUSINESS:

- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of October 28th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 4 water taps installed since last board meeting, and there are 4 taps waiting to be installed. This gives us 26 water taps for 2021. There has been 0 sewer taps since last board meeting, there is 0 waiting to be installed. This gives the district 5 sewer taps for 2021.
- Completed work orders, set meters, etc.
- Turn on/Turn offs
- Repaired 3 service line leaks and 0 main line leaks
- Moved meter out of right of way on Blennerhassett Hts
- Installing new meter at the wellfield

GENERAL BUSINESS:

- **APPROVAL OF PAYMENT 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.

- **PUBLIC COMMENT**

No comments

NEXT MEETING

November 18, 2021 at 11:00 am

Continuation of Minutes for the November 10, 2021 meeting of the LPSD Board
of Commissioners

ADJOURNMENT

Meeting was adjourned at 11:21 am

James P. Eto 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

November 12, 2021

Meeting Date
November 18, 2021
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 10, 2021
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. PUBLIC COMMENT
5. NEXT MEETING: DECEMBER 9 , 2021 at 11:00am
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

November 18, 2021

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H Lawson, Secretary

Attending: Jerry Martin, James Eaton, Dave Lawson, Rocky McConnell, Kelle Cosner

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	382	537
	2 Lubeck	370	482
	3 Riverhill - Blenn Hgts	299	428
	4 DuPont Rd	308	327
	5 Larkmead Rd.	110	365
	6 LMH - Homewood Rd.	0	368
	7 Washington Bottom	297	403
	8 New England Ridge	187	346
	9 Lubeck South	207	348
	10 Larkmead Area - Marrtown	88	357
	11 Rt 68 South - Hopewell	0	282
	12 Mitchell's	137	138
	13 Westover & Wakefield	43	46
	14 Ball School/Wadesville	0	253
	15 Belleville	0	185
	Total Customers	2428	4865

TREASURER'S REPORT:

Revenue Fund WV Central	\$ 181,044.70
O & M Fund WV Central	\$65,049.20
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 32,700.00
Transfer From Revenue to O&M Checking Acct	\$0.00
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	\$ 24,587.35
Transfer From Revenue to 941 Tax Acct	\$ 8,229.28

The following are the current amounts in the R&R and O&M Reserve Accts:

Transfer From Rev to Sewer O&M Res Acct (SB 234)	\$53,204.50
Transfer From Revenue to Sewer R&R Reserve Acct	\$39,328.21
Transfer From Revenue to WVCCU R&R Acct	\$56,611.99
Transfer From Rev to Water O&M Res Acct (SB 234)	\$200,004.57

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES NOVEMBER 18, 2021

Prayer by David Lawson

GENERAL BUSINESS:

- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of November 10th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 4 water taps installed since last board meeting, and there are 4 taps waiting to be installed. This gives us 26 water taps for 2021. There has been 0 sewer taps since last board meeting, there is 0 waiting to be installed. This gives the district 5 sewer taps for 2021.
- Completed work orders, set meters, etc.
- Turn on/Turn offs
- Repaired 3 service line leaks and 0 main line leaks
- Moved meter out of right of way on Blennerhasset Hts
- Installing new meter at the wellfield

GENERAL BUSINESS:

- **APPROVAL OF PAYMENT 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.

- **PUBLIC COMMENT**

No comments

NEXT MEETING

December 9, 2021 at 11:00 am

Continuation of Minutes for the November 18, 2021 meeting of the LPSD Board
of Commissioners

ADJOURNMENT

Meeting was adjourned at 11:21 am

James D. Ecks 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 3, 2021

Meeting Date
December 9, 2021
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 18, 2021
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. APPROVAL OF BOARD MEETING DATE 2022
5. PUBLIC COMMENT
6. NEXT MEETING: JANUARY 13 , 2022 at 11:00am (PENDING APPROVAL OF ITEM #4)
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

December 9, 2021

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H Lawson, Secretary

Attending: Jerry Martin, James Eaton, Dave Lawson, Rocky McConnell, Kelle Cosner

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	383	537
	2 Lubeck	371	483
	3 Riverhill - Blenn Hgts	299	428
	4 DuPont Rd	309	329
	5 Larkmead Rd.	112	366
	6 LMH - Homewood Rd.	0	369
	7 Washington Bottom	296	401
	8 New England Ridge	188	347
	9 Lubeck South	206	346
	10 Larkmead Area - Marrtown	88	359
	11 Rt 68 South - Hopewell	0	282
	12 Mitchell's	135	136
	13 Westover & Wakefield	43	46
	14 Ball School/Wadesville	0	253
	15 Belleville	0	185
	Total Customers	2430	4867

TREASURER'S REPORT:

Revenue Fund WV Central	\$ 110,939.13
O & M Fund WV Central	\$48,539.20
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 106,100.00
Transfer From Revenue to O&M Checking Acct	\$0.00
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	\$ 24,486.63
Transfer From Revenue to 941 Tax Acct	\$ 8,181.10

The following are the current amounts in the R&R and O&M Reserve Accts:

Transfer From Rev to Sewer O&M Res Acct (SB 234)	\$53,206.41
Transfer From Revenue to Sewer R&R Reserve Acct	\$39,343.84
Transfer From Revenue to WVCCU R&R Acct	\$56,636.65
Transfer From Rev to Water O&M Res Acct (SB 234)	\$169,891.81

LUBECK PUBLIC SERVICE DISTRICT

BOARD MEETING MINUTES DECEMBER 9, 2021

Prayer by David Lawson

GENERAL BUSINESS:

- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of November 18th as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 1 water tap installed since last board meeting, and there are 3 taps waiting to be installed. This gives us 27 water taps for 2021. There has been 0 sewer taps since last board meeting, there is 0 waiting to be installed. This gives the district 5 sewer taps for 2021.
- Completed work orders, set meters, etc.
- Turn on/Turn offs
- Repaired 5 service line leaks and 2 main line leaks
- Cleaned sand filters
- Ran sewer camera for customer

GENERAL BUSINESS:

- **APPROVAL OF PAYMENT 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.

- **APPROVAL OF BOARD MEETING DATES 2022**

A motion was made by David Lawson and seconded by James Eaton to approve the board meeting dates for 2022. Motion carried unanimously. (See attachment)

- **PUBLIC COMMENT**

No comments

*Continuation of Minutes for the December 9, 2021 meeting of the LPSD Board
of Commissioners*

NEXT MEETING

January 13, 2022 at 11:00 am

ADJOURNMENT

Meeting was adjourned at 11:13 am

 APPROVED  ATTESTED