

# 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

October 12th, 2023

**Meeting Date**  
**OCTOBER 12th, 2023**  
11:00AM

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR SEPTEMBER 28TH, 2023
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. NEW ENGLAND RIDGE WATER LINE EXTENSION
5. PUBLIC COMMENT
6. NEXT MEETING: OCTOBER 26TH, 2023 at 11:00AM
7. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Kelsh	WXIL
	Zack Dobbins	Thrasher

Lubeck Public Service District

October 12, 2023

Jerry R. Martin, Chairman  
 James D. Eaton, Treasurer  
 David H Lawson, Secretary

**Attending:** Jerry Martin, David Lawson, James Eaton, Rocky McConnell, Brad Morris (MOVRC),  
 Kevin Watkins (THRASHER)

NO. OF CUSTOMERS:	Section		Sewer	Water
		1 Lake Washington Road	387	545
		2 Lubeck	373	487
		3 Riverhill - Blenn Hgts	305	435
		4 DuPont Rd	307	327
		5 Larkmead Rd.	114	372
		6 LMH - Homewood Rd.	1	380
		7 Washington Bottom	297	404
		8 New England Ridge	189	348
		9 Lubeck South	210	352
		10 Larkmead Area - Marrtown	91	356
		11 Rt 68 South - Hopewell	0	281
		12 Mitchell's	119	119
		13 Westover & Wakefield	44	47
		14 Ball School/Wadesville	0	258
		15 Belleville	0	147
		<b>Total Customers</b>	<b>2437</b>	<b>4858</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 80,009.04
O & M Fund WV Central	\$112,062.89
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 70,350.00
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	\$ 27,643.85
Transfer From Revenue to 941 Tax Acct	\$ 8,828.68

**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)	\$100,291.74
Transfer From Revenue to Sewer R&R Reserve Acct	\$33,679.35
Transfer From Revenue to WVCCU R&R Acct	\$56,667.52
Transfer From Rev to Water O&M Res Acct (SB 234)	\$119,216.64

# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES OCTOBER 12TH, 2023

Prayer by James Eaton

### GENERAL BUSINESS:

- **APPROVAL OF BOARD MEETING MINUTES FOR September 28<sup>TH</sup> 2023**
- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of September 28th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There has been 1 water tap installed since last board meeting, and there are 5 taps waiting to be installed. This gives us 18 water taps for 2023. There has been 0 sewer taps since last board meeting, there are 0 waiting to be installed. This gives the district 1 sewer tap for 2023.

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- Completed work orders, set meters, etc.
- Fixed 3 service line leaks & 1 main line leak
- Lined sewer manhole at Crystal Springs
- Completed turn ons and turn offs
- Waiting to install a new section of water line at Fairlawn Baptist Church
- Replaced 109 ft of line on Route 68

Waiting to install a new manhole and fix sewer/drain line on Bluebird Lane in Walnut grove.

- **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.

This institution is an equal opportunity provider and employer

*Continuation of Minutes for the October 12th, 2023 meeting of the LPSD Board  
of Commissioners*

- **NEW ENGLAND RIDGE WATER LINE EXTENSION**

There are six contractors on a plan holders list meaning an ad was put in the newspaper to purchase the foreseen plans for the New England Ridge Water Line Extension. There will be a mandatory pre-bid for the New England Ridge Water Line Extension on Wednesday, October 18<sup>th</sup> 2023. Bid openings will be Tuesday, November 2<sup>nd</sup> 2023 at 11:00 am.

- **PUBLIC COMMENT**


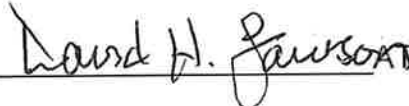
No comment

**NEXT MEETING**

October 26th, 2023 at 11:00 am

**ADJOURNMENT**

Meeting was adjourned at 11:35am

 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

October 26th, 2023

**Meeting Date**  
**OCTOBER 26th, 2023**  
11:00AM

**AGENDA:**

1. APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 12TH, 2023
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. NEW ENGLAND RIDGE WATER LINE EXTENSION
5. PUBLIC COMMENT
6. NEXT MEETING: NOVEMBER 9TH, 2023 at 11:00AM
7. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Keish	WXIL
	Zack Dobbins	Thrasher

Lubeck Public Service District

October 26, 2023

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H Lawson, Secretary

**Attending:** Jerry Martin, David Lawson, James Eaton, Rocky McConnell, John Tennant, Brad Morris, Zachary Musgrove (THRASHER), Scott Wright (THRASHER), Logan McClure (THRASHER), Kevin Watkins (THRASHER)

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	387	544
	2	Lubeck	373	487
	3	Riverhill - Blenn Hgts	305	435
	4	DuPont Rd	308	328
	5	Larkmead Rd.	149	372
	6	LMH - Homewood Rd.	29	381
	7	Washington Bottom	298	402
	8	New England Ridge	189	348
	9	Lubeck South	210	351
	10	Larkmead Area - Marrtown	240	355
	11	Rt 68 South - Hopewell	0	280
	12	Mitchell's	119	119
	13	Westover & Wakefield	44	47
	14	Ball School/Wadesville	0	257
	15	Belleville	0	147
		<b>Total Customers</b>	<b>2651</b>	<b>4853</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 226,878.22
O & M Fund WV Central	\$28,745.78
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 73,000.00
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	\$ 27,070.10
Transfer From Revenue to 941 Tax Acct	\$ 8,771.32

**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)	\$100,291.74
Transfer From Revenue to Sewer R&R Reserve Acct	\$33,679.35
Transfer From Revenue to WVCCU R&R Acct	\$62,163.37
Transfer From Rev to Water O&M Res Acct (SB 234)	\$129,217.64

# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES OCTOBER 26TH, 2023

Prayer by James Eaton

### GENERAL BUSINESS:

- **APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 12<sup>TH</sup> 2023**
- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of October 12th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since last board meeting, and there are 3 taps waiting to be installed. This gives us 20 water taps for 2023. There has been 0 sewer taps since last board meeting, there are 1 waiting to be installed. This gives the district 1 sewer tap for 2023.
- Completed work orders, set meters, etc.
- Fixed 3 service line leaks & 0 main line leaks
- Fixed some blacktop and concrete
- Repaired some yards
- Waiting to install a new section of water line at Fairlawn Baptist Church

- **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.

- **NEW ENGLAND RIDGE WATER LINE EXTENSION**

There was a pre-bid meeting last week for the New England Ridge Water

*Continuation of Minutes for the October 26th, 2023 meeting of the LPSD Board of Commissioners*

Line Extension. There were 10 contractors that attended the pre-bid meeting for the New England Ridge Water Line Extension. There will be a bid opening on November 2<sup>nd</sup> 2023 for the New England Ridge Water Line Extension. Thrasher will go through the bids and make their selection for the contractor for the New England Ridge Water Line Extension. A motion was made by James Eaton to accept the critical needs project for Blue Bird Lane. David Lawson seconded the motion. Motion carried unanimously.

- **PUBLIC COMMENT**

No comment

**NEXT MEETING**

November 16th, 2023 at 11:00 am

**ADJOURNMENT**

Meeting was adjourned at 11:33am

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

November 9th, 2023

**Meeting Date**  
**NOVEMBER 9th, 2023**  
11:00AM

**AGENDA:**

1. APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 26TH, 2023
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. SELECTION OF AUDITORS
5. NEW ENGLAND RIDGE WATER LINE EXTENSION
6. PUBLIC COMMENT
7. NEXT MEETING: NOVEMBER 16TH, 2023 at 11:00AM
8. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Kelsh	WXIL
	Zack Dobbins	Thrasher

Lubeck Public Service District

November 9, 2023

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H. Lawson, Secretary

**Attending:** Jerry Martin, David Lawson, James Eaton, Rocky McConnell, Kelle Cosner, Kevin Watkins (THRASHER), Zach Dobbins (B&D PLLC)

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	386	541
	2	Lubeck	373	487
	3	Riverhill - Blenn Hgts	303	434
	4	DuPont Rd	308	328
	5	Larkmead Rd.	114	371
	6	LMH - Homewood Rd.	1	380
	7	Washington Bottom	297	401
	8	New England Ridge	189	348
	9	Lubeck South	210	351
	10	Larkmead Area - Marrtown	91	354
	11	Rt 68 South - Hopewell	0	280
	12	Mitchell's	117	117
	13	Westover & Wakefield	44	47
	14	Ball School/Wadesville	0	257
	15	Belleville	0	148
		<b>Total Customers</b>	<b>2433</b>	<b>4844</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 113,298.87
O & M Fund WV Central	\$95,515.40
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 67,100.00
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	\$ 27,975.35
Transfer From Revenue to 941 Tax Acct	\$ 8,859.96

**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)	\$100,304.52
Transfer From Revenue to Sewer R&R Reserve Acct	\$73,716.31
Transfer From Revenue to WVCCU R&R Acct	\$62,235.93
Transfer From Rev to Water O&M Res Acct (SB 234)	\$129,233.65

# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES NOVEMBER 9TH, 2023

Prayer by James Eaton

### GENERAL BUSINESS:

- **APPROVAL OF BOARD MEETING MINUTES FOR OCTOBER 26<sup>TH</sup> 2023**
- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of October 26th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since last board meeting, and there are 5 taps waiting to be installed. This gives us 20 water taps for 2023. There has been 0 sewer taps since last board meeting, there are 1 waiting to be installed. This gives the district 1 sewer tap for 2023.
- Completed work orders, set meters, etc.
- Fixed 3 service line leaks & 1 main line leak
- Fixed some blacktop and concrete
- Repaired some yards
- Waiting to install a new section of water line at Fairlawn Baptist Church
- Completed turn ons and turn offs
- Cleaned the sand filter
- Lined a manhole at Crystal Springs

- **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.

Continuation of Minutes for the November 9th, 2023 meeting of the LPSD  
Board of Commissioners

- **SELECTION OF AUDITORS**

A motion was made by James Eaton and seconded by David Lawson to form an audit committee with the three board members and General Manager Rocky McConnell. The motion carried unanimously. Lubeck Public Service District approved Lowe and Associates as our auditors moving forward.

- **NEW ENGLAND RIDGE WATER LINE EXTENSION**

A motion was made by David Lawson and seconded by James Eaton to approve a resolution for the New England Ridge water line extension. The motion carried unanimously. We have a notice of award to Dunlap Contracting for the New England Ridge water line extension for \$1,457,490. Thrasher is going to make a request to get two more customers water for the New England Ridge water line extension. There will be a pre-construction meeting Thursday December 7<sup>th</sup>, 2023. A time for the pre-construction meeting has yet to be determined. We will issue a notice to proceed with the New England Ridge water line extension once the pre-construction meeting is finished.

- **PUBLIC COMMENT**

No comment

**NEXT MEETING**

November 16th, 2023 at 11:00 am

**ADJOURNMENT**

Meeting was adjourned at 11:55am

 APPROVED  ATTESTED

*Continuation of Minutes for the November 9th, 2023 meeting of the LPSD  
Board of Commissioners*

# 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

November 16th, 2023

**Meeting Date**  
**NOVEMBER 16th, 2023**  
11:00AM

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 9TH, 2023
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. NEW ENGLAND RIDGE WATER LINE EXTENSION
5. CONSIDERATION OF AND FINAL ACTION ON RESOLUTION AUTHORIZING THE FINANCING OF CERTAIN ADDITIONS, BETTERMENT AND IMPROVEMENT TO THE PUBLIC WATER SYSTEM OF THE LUBECK PUBLIC SERVICE DISTRICT OF FUNDING ASSISTANCE IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$2,600,000 THROUGH WEST VIRGINIA DRINKING WATER TREATMENT REVOLVING LOAN FUND PROGRAM (THE "FUNDING ASSISTANCE") AND AUTHORIZING THE EXECUTION OF DOCUMENTS AND THE TAKING OF OTHER ACTIONS IN CONNECTION WITH SUCH FUNDING ASSISTANCE.
6. CONSIDERATION OF AND FINAL ACTION ON ONE OR MORE RESOLUTIONS AUTHORIZING AND APPROVING THE REQUISITION OF PROCEEDS OF THE FUNDING ASSISTANCE FOR THE PROJECT BEING FINANCED WITH PROCEEDS OF THE FUNDING ASSISTANCE.
7. POSSIBLE OTHER ACTIONS RELATING TO THE FUNDING ASSISTANCE AND/OR THE PROJECT BEING FINANCED WITH THE PROCEEDS OF THE FUNDING ASSISTANCE.

## Lubeck Public Service District

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8. PUBLIC COMMENT

9. SPECIAL MEETING: DECEMBER 4<sup>TH</sup>, 2023 AT 11:00AM

10. NEXT MEETING: DECEMBER 14<sup>TH</sup>, 2023 AT 11:00AM

11. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Kelsh	WXIL
	Zack Dobbins	Thrasher

Lubeck Public Service District

November 16, 2023

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H. Lawson, Secretary

**Attending:** Jerry Martin, David Lawson, James Eaton, Rocky McConnell, Kelle Cosner, Dana Tackett, Luke Peters, Corey Bonasso (Bowles Rice, LLP), Jim Kelsh (Bowles Rice, LLP)

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	386	541
	2	Lubeck	373	487
	3	Riverhill - Blenn Hgts	303	434
	4	DuPont Rd	308	328
	5	Larkmead Rd.	114	371
	6	LMH - Homewood Rd.	1	380
	7	Washington Bottom	297	401
	8	New England Ridge	189	348
	9	Lubeck South	210	351
	10	Larkmead Area - Marrtown	91	354
	11	Rt 68 South - Hopewell	0	280
	12	Mitchell's	117	117
	13	Westover & Wakefield	44	47
	14	Ball School/Wadesville	0	257
	15	Belleville	0	148
		<b>Total Customers</b>	<b>2433</b>	<b>4844</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 212,595.70
O & M Fund WV Central	\$31,332.63
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 60,000.00
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	\$ 27,701.23
Transfer From Revenue to 941 Tax Acct	\$ 9,131.74

**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)	\$100,304.52
Transfer From Revenue to Sewer R&R Reserve Acct	\$103,716.31
Transfer From Revenue to WVCCU R&R Acct	\$62,235.93
Transfer From Rev to Water O&M Res Acct (SB 234)	\$129,233.65



# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES NOVEMBER 16TH, 2023

Prayer by James Eaton

### GENERAL BUSINESS:

- **APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 9<sup>TH</sup> 2023**
- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of November 9th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since last board meeting, and there are 5 taps waiting to be installed. This gives us 20 water taps for 2023. There has been 0 sewer taps since last board meeting, there are 1 waiting to be installed. This gives the district 1 sewer tap for 2023.
- Completed work orders, set meters, etc.
- Fixed 3 service line leaks & 1 main line leak
- Fixed some blacktop and concrete
- Repaired some yards
- Waiting to install a new section of water line at Fairlawn Baptist Church
- Completed turn ons and turn offs
- Cleaned the sand filter
- Lined a manhole at Crystal Springs

A motion was made by James Eaton and seconded by David Lawson to accept a proposal for a leak detection program. Motion carried unanimously. A motion was made by David Lawson and seconded by James Eaton to accept a valve exercising program. Motion carried unanimously. A motion was made by David Lawson and seconded by James Eaton to accept a water meter replacement program. Motion carried unanimously. All three programs were written by RCAP.

- **APPROVAL OF PAYMENT 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.

- **NEW ENGLAND RIDGE WATER LINE EXTENSION**

Drawdown #1 has been prepared for the closing with a total of \$301,322.97 to be requested from DWTRF closing proceeds. Invoices from MOVRC totaling \$8,859.97. Thrashers invoice total in the amount of \$230,000. DOT inspection fees in the amount of \$24,463. Bennett & Dobbins for accounting in the amount of \$7,500. Bowles & Rice in the amount of \$30,500. David Lawson made a motion to accept the amounts for the first drawdown. James Eaton seconded. Motion carried unanimously.

- **CONSIDERATION OF AND FINAL ACTION ON RESOLUTION AUTHORIZING THE FINANCING OF CERTAIN ADDITIONS, BETTERMENT AND IMPROVEMENT TO THE PUBLIC WATER SYSTEM OF THE LUBECK PUBLIC SERVICE DISTRICT OF FUNDING ASSISTANCE IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$2,600,000 THROUGH WEST VIRGINIA DRINKING WATER TREATMENT REVOLVING LOAN FUND PROGRAM (THE "FUNDING ASSISTANCE") AND AUTHORIZING THE EXECUTION OF DOCUMENTS AND THE TAKING OF OTHER ACTIONS IN CONNECTION WITH SUCH FUNDING ASSISTANCE.**

David Lawson made a motion to accept. James Eaton seconded the motion. Motion carried unanimously.

- **CONSIDERATION OF AND FINAL ACTION ON ONE OR MORE RESOLUTIONS AUTHORIZING AND APPROVING THE REQUISITION OF PROCEEDS OF THE FUNDING ASSISTANCE FOR THE PROJECT BEING FINANCED WITH PROCEEDS OF THE FUNDING ASSISTANCE FOR THE PROJECT BEING FINANCED WITH PROCEEDS OF THE FUNDING ASSISTANCE.**

James Eaton made a motion to accept. David Lawson seconded the motion. Motion carried unanimously.

Continuation of Minutes for the November 16th, 2023 meeting of the LPSD  
Board of Commissioners

- **POSSIBLE OTHER ACTIONS RELATING TO THE FUNDING ASSISTANCE AND/OR THE PROJECT BEING FINANCED WITH THE PROCEEDS OF THE FUNDING ASSISTANCE.**

David Lawon made a motion to accept. James Eaton seconded the motion. Motion carried unanimously.

- **PUBLIC COMMENT**

No comment

**SPECIAL MEETING:**

December 4th, 2023 at 11:00 am

**NEXT MEETING:**

December 14<sup>th</sup>, 2023 at 11:00 am

**ADJOURNMENT**

Meeting was adjourned at 11:34am

David H. Lawon 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

December 4th, 2023

**Special Meeting Date**  
**December 4th, 2023**  
11:00AM

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 16TH, 2023
2. NEW ENGLAND RIDGE WATER LINE EXTENSION
3. RESOLUTION OF THE BOARD OF THE LUBECK PUBLIC SERVICE DISTRICT APPROVING THE  
NEW ENGLAND WATER PROJECT
4. PUBLIC COMMENT
5. NEXT MEETING: DECEMBER 14<sup>TH</sup>, 2023 AT 11:00AM
6. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Kelsh	WXIL
	Zack Dobbins	Thrasher

Lubeck Public Service District

December 4, 2023

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H. Lawson, Secretary

**Attending:** Jerry Martin, David Lawson, James Eaton, Rocky McConnell, Kelle Cosner, Dana Tackett, Jim Kelsh (Bowles Rice, LLP)

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	386	541
	2	Lubeck	373	487
	3	Riverhill - Blenn Hgts	303	434
	4	DuPont Rd	308	328
	5	Larkmead Rd.	114	371
	6	LMH - Homewood Rd.	1	380
	7	Washington Bottom	297	401
	8	New England Ridge	189	348
	9	Lubeck South	210	351
	10	Larkmead Area - Marrtown	91	354
	11	Rt 68 South - Hopewell	0	280
	12	Mitchell's	117	117
	13	Westover & Wakefield	44	47
	14	Ball School/Wadesville	0	257
	15	Belleville	0	148
		<b>Total Customers</b>	<b>2433</b>	<b>4844</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 178,512.13
O & M Fund WV Central	\$33,782.64
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 5,508.55
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	\$ -
Transfer From Revenue to 941 Tax Acct	\$ -

**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)	\$62,309.59
Transfer From Revenue to Sewer R&R Reserve Acct	\$103,812.63
Transfer From Revenue to WVCCU R&R Acct	\$129,249.58
Transfer From Rev to Water O&M Res Acct (SB 234)	\$100,316.89

# LUBECK PUBLIC SERVICE DISTRICT

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## SPECIAL MEETING MINUTES DECEMBER 4TH, 2023

Prayer by James Eaton

### GENERAL BUSINESS:

- **APPROVAL OF BOARD MEETING MINUTES FOR NOVEMBER 16<sup>TH</sup> 2023**
- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of November 16th as sent out. Motion carried unanimously.

- **NEW ENGLAND RIDGE WATER LINE EXTENSION**

No new updates at this time for the New England Ridge water line extension.

- **RESOLUTION OF THE BOARD OF THE LUBECK PUBLIC SERVICE DISTRICT APPROVING THE NEW ENGLAND RIDGE WATER PROJECT.**

Jerry Martin made a motion to approve the resolution of the Lubeck Public Service District New England Ridge water project. James Eaton and David Lawson seconded the motion. Motion carried unanimously. No public attended the resolution of the Lubeck Public Service District board approving the New England Ridge water project.

- **PUBLIC COMMENT**

*Continuation of Minutes for the December 4th, 2023 meeting of the LPSD  
Board of Commissioners*

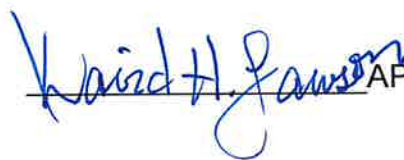

No public attended the Lubeck Public Service District special meeting.

**NEXT MEETING:**

December 14<sup>th</sup>, 2023 at 11:00 am

**ADJOURNMENT**

Meeting was adjourned at 11:11am

 APPROVED  ATTESTED

**RESOLUTION OF THE BOARD OF THE LUBECK  
PUBLIC SERVICE DISTRICT APPROVING THE NEW ENGLAND RIDGE  
WATER PROJECT**

WHEREAS, the Lubeck Public Service District (“District”) provides potable water service to 4,899 customer, and sanitary sewer service to 2,443 customers in Wood County and has over \$3 million in annual revenue;

WHEREAS, the board of a large public service district is authorized to approve construction projects with no associated rate increase without obtaining approval from either the Public Service Commission of West Virginia or a County Commission, pursuant to W.Va. Code § 24-2-11(l);

WHEREAS, reliable, quality, water service is fundamental to decent living and the ability to support economic enterprises;

WHEREAS, the District applied for and obtained from the State Drinking Water Treatment Fund a binding commitment for an Emerging Contaminants negative amortization loan in an amount up to \$2,600,000 for a project (“Project”) with no repayment obligation to extend water service to approximately 37 prospective customers in the New England Ridge area of Wood County;

WHEREAS, the Project will extend water service to customers whose current sources of drinking water have high levels of emerging contaminants;

WHEREAS, the lowest bid received by a construction firm for construction of the Project came in substantially below the estimated level, and within the limits of funding for the Project;

WHEREAS, the District’s accountant has evaluated the funding for the Project, the expected additional revenue from new customers, projected operating expenses after completion of the Project, and has determined that no change in the District’s rates is needed in order to implement the Project;

WHEREAS, the Project is needed, and the District has obtained favorable funding for the Project;

WHEREAS, the District has provided adequate notice of: (a) the Project; (b) its Board meetings and a public hearing to consider approving the Project; and (c) the availability of this




resolution and the engineering materials for the Project for inspection, by publishing legal advertisements in newspapers in Wood County, as shown by the affidavit of publication in Attachment A, and by mailing a copy of such notice to the District's water customers, as shown by the affidavit from the District's General Manager in Attachment B hereto; and

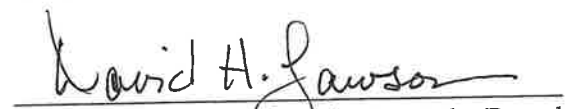
WHEREAS, the board ("Board") of the District believes it is just and reasonable to approve the Project;

WHEREFORE, the Board hereby RESOLVES to direct the Staff of the District and its consultants to take all steps necessary to implement the Project through the completion of construction, including but not limited to, the issuance of negative amortization bonds by one or more bond resolutions to be presented to the Board, and all prior actions taken the Staff, consultants, engineers, counsel and other agents of the District in connection with any of the foregoing are hereby ratified and approved in every respect, PROVIDED that the Staff of the District shall obtain the approval of the Board before implementing any material change in the scope of the Project, and FURTHER PROVIDED that the funding for the Project may change so long as such change does not require an increase in rates.

Approved on First Reading, November 9, 2023

  
Jerry R. Martin, Chairman

  
James D. Eaton, Treasurer and Board Member

  
David Lawson, Secretary and Board Member

Adopted on Second Reading following a public hearing, this 4th day of December, 2023.

Jerry R. Martin  
Jerry R. Martin, Chairman

James D. Eaton  
James D. Eaton, Treasurer and Board  
Member

David H. Lawson  
David Lawson, Secretary and Board  
Member

Attest:

David H. Lawson  
David Lawson, Secretary

# ATTACHMENT A

The Parkersburg News and Sentinel  
Legal Affidavit  
(304) 485-1891 Ext. 301

Douglas T Williams

Being first duly sworn, says that the:

BOWLES RICE  
LEGAL NOTICE  
LUBECK PSD

Hereto attached was printed in the Parkersburg News and Sentinel  
A daily newspaper published in the City of Parkersburg, Wood  
County, West Virginia for: 1  
successive week(s).

The first publication and posting therein being on the:

22ND day of NOVEMBER 2023

and subsequent publication(s) on the

                     day(s) of                     

Printer's Fee	\$	28.80
Notary Fee	\$	2.00
Total Due	\$	30.80

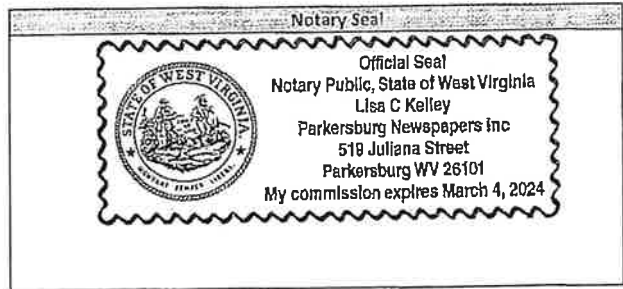
**NOTICE**  
The board of the Lubeck Public Service District ("District") will consider a resolution to approve construction of a project ("Project") to extend water service to 37 customers in the New England Ridge area of Wood County. No increase in rates will result from the Project. The resolution will be considered at the following meeting and public hearing to be held at the District's offices, 301 Ox Johnson Lane, Washington, WV:  
  
Public Hearing followed immediately by special  
  
Board meeting for final adoption:  
Monday December 4, 2023, 11:00 a.m.  
  
Copies of engineering materials concerning the Project are available for inspection at the District's offices.  
  
Interested parties may appear at the December 4, 2023 public hearing and be heard with respect to the Project.  
  
LUBECK PUBLIC SERVICE DISTRICT  
  
Nov. 22

By: Douglas T. Williams

Subscribed and sworn to before me this

27th day of November 2023

Lisa C. Kelley  
Notary Public for Wood County, WV



# ATTACHMENT B

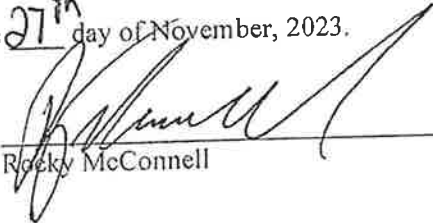
# AFFIDAVIT

I, Rocky McConnell, am the General Manager of the Lubeck Public Service District  
("District").

The District included the attached notice with the regular monthly bills which were sent  
to the mailing addresses on record for each of its water customers on the 22<sup>nd</sup> day of November, 2023.

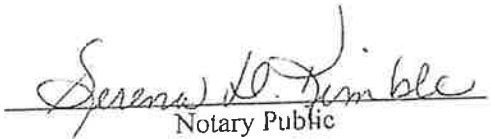
Further affiant sayeth naught.

This Affidavit is executed on the 27<sup>th</sup> day of November, 2023.

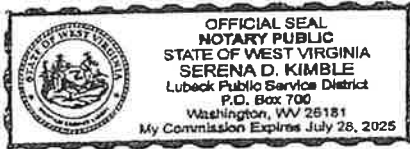
  
Rocky McConnell

Taken, subscribed and sworn to before me this 27<sup>th</sup> day of November, 2023.

My commission expires July 28, 2025.

  
Notary Public

[SEAL]



RATES AVAILABLE  
UPON REQUEST

**OFFICE HOURS**  
Mon - Fri 8:00 - 4:00pm  
**304-863-3341**  
**lubeckpsd.com**

**Lubeck P.S.D.**  
P.O. Box 700  
Washington, WV 26181-0700

The annual Lubeck PSD water quality report is currently available on-line at [lubeckpsd.com/portals/lubeck/ccr.pdf](http://lubeckpsd.com/portals/lubeck/ccr.pdf). This report contains important information which we encourage you to read concerning the source and quality of your drinking water. Please call 304-863-3341 if you would like paper copy delivered to your home.

### EXPLANATION OF CODES

WA = Water Service  
\* = Estimated Consumption  
CR = Credit Balance (Do Not Pay)

- = Credit Amount  
DC = Drainage Charge  
SE = Sewer

PS = Parkersburg Sewer  
SC = Surcharge  
PR = Private Fire Protection Charge

### 10% PENALTY CHARGE, IF NOT RECEIVED IN OUR OFFICE BY LATEST PAY DATE.

Pay at: Lubeck P.S.D. office or you can pay on-line at: [lubeckpsd.com](http://lubeckpsd.com) (A fee will apply) or drop box after hours or mail to Lubeck P.S.D., P.O. Box 700, Washington, WV 26181-0700

If disconnection occurs due to nonpayment of bill, a reconnection fee of \$30 plus any required security deposit, in addition to the unpaid bill, must be paid before service can be resumed.

This utility is governed by: Public Service Commission of West Virginia:  
201 Brooks St.  
P.O. Box 812  
Charleston, WV 25323  
340-0300 or 1-800-344-5113

**This institution is an equal opportunity provider and employer.**

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### NOTICE

The board of the Lubeck Public Service District ("District") will consider a resolution to approve construction of a project ("Project") to extend water service to 37 customers in the New England Ridge area of Wood County. No increase in rates will result from the Project. The resolution will be considered at the following meeting and public hearing to be held at the District's offices, 301 Ox Johnson Lane, Washington, WV:

Public Hearing followed immediately by special  
Board meeting for final adoption:  
Monday December 4, 2023, 11:00 a.m.

Copies of engineering materials concerning the Project are available for inspection at the District's offices. Interested parties may appear at the December 4, 2023 public hearing and be heard with respect to the Project.

LUBECK  
PUBLIC SERVICE DISTRICT



PO BOX 700  
WASHINGTON WV 26181-0700

<b>ACCOUNT NUMBER</b>	
<b>READING DATE</b>	
<b>DATE BILL MAILED</b>	
<b>DUE DATE</b>	
<b>TOTAL AMOUNT DUE</b>	

SEE BACK OF BILL

**CUSTOMER ACCOUNT INFORMATION RETAIN FOR YOUR RECORDS**

CUSTOMER NAME		SERVICE ADDRESS		ACCOUNT NUMBER	
<b>SERVICE</b>	<b>PREVIOUS READING</b>	<b>CURRENT READING</b>	<b>CONSUMPTION</b>	<b>AMOUNT</b>	
			<b>DUE DATE</b>		
			<b>TOTAL AMOUNT DUE</b>		

DETACH HERE AND RETURN THIS PORTION WITH PAYMENT

<b>ACCOUNT NUMBER</b>	
<b>READING DATE</b>	
<b>CUSTOMER NAME</b>	
<b>SERVICE ADDRESS</b>	
<b>DATE BILL MAILED</b>	

<b>DUE DATE</b>	
<b>TOTAL AMOUNT DUE</b>	

PLEASE MAKE CHECKS PAYABLE TO: LUBECK PSD

<b>AMOUNT PAID</b>	
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LUBECK PUBLIC SERVICE DISTRICT  
PO BOX 700  
WASHINGTON WV 26181-0700



# 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

December 14th, 2023

**Meeting Date**  
**DECEMBER 14TH, 2023**  
11:00AM

## AGENDA:

1. APPROVAL OF SPECIAL MEETING MINUTES FOR DECEMBER 4TH, 2023
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. A RESOLUTION AUTHORIZING THE ACQUISITION EQUIPPING AND CONSTRUCTION OF CERTAIN EXTENSIONS, ADDITIONS, BETTERMENTS AND IMPROVEMENTS IN THE ORDINARY COURSE OF BUSINESS TO THE EXISTING PUBLIC SEWAGE SYSTEM OF LUBECK PUBLIC SERVICE DISTRICT
5. NEW ENGLAND RIDGE WATER LINE EXTENSION
6. PUBLIC COMMENT
7. NEXT MEETING: DECEMBER 28TH, 2023 at 11:00AM
8. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Kelsh	WXIL
	Zack Dobbins	Thrasher

LUBECK PUBLIC SERVICE DISTRICT

A RESOLUTION AUTHORIZING THE ACQUISITION,  
EQUIPPING AND CONSTRUCTION OF CERTAIN  
EXTENSIONS, ADDITIONS, BETTERMENTS AND  
IMPROVEMENTS IN THE ORDINARY COURSE OF  
BUSINESS TO THE EXISTING PUBLIC SEWERAGE  
SYSTEM OF LUBECK PUBLIC SERVICE DISTRICT

BE IT RESOLVED BY THE PUBLIC SERVICE BOARD OF LUBECK  
PUBLIC SERVICE DISTRICT:

Section 1. Authority for this Resolution. This Resolution (together with any order or resolution supplemental hereto or amendatory hereof) is adopted pursuant to the provisions of Chapter 24, Article 2, Section 11 of the West Virginia Code of 1931, as amended, and other applicable provisions of law (collectively, the "Act").

Section 2. Findings. It is hereby found, determined and declared:

A. Lubeck Public Service District (the "District") is a public service district, public corporation and political subdivision of the State of West Virginia located in Wood County of said State (the "County"). The District is authorized to provide public sewerage service within certain areas of the County (the "District's Sewer Service Territory").

B. The District presently owns and operates a public sewerage collection and treatment. The Public Service Board of the District deems it necessary and desirable for the health and welfare of the citizens of the County, including specifically those citizens who reside in the District's Sewer Service Territory, that the District acquire, equip and construct certain extensions, additions, betterments and improvements to the existing sewerage collection and treatment system of the District, consisting of, and in accordance with the plans and specifications prepared by the consulting engineer, The Thrasher Group, Inc., Bridgeport, West Virginia, which plans and specifications have previously been filed with the District, replacement of less than 200 linear feet of sewer collection line, replacement of a culvert, resetting a manhole, and all appurtenances related thereto (collectively, the "Project"). The existing sewerage collection and treatment system of the District, the Project and any further extensions, additions, betterments, and improvements thereto are herein called the "System."

C. The Project is in the best interests of the citizens residing within the District's Sewer Service Territory. Accordingly, the Public Service Board of the District desires to proceed with the acquisition, equipping, and construction of the Project.

D. The District intends to permanently finance the entirety of the Project's costs through a grant from the West Virginia Infrastructure and Jobs Development Council.

E. For the following reasons, the District's Project constitutes an ordinary extension of its System in the usual course of business under Chapter 24, Article 2, Section 11 of the Act:

- i. The design of the Project is unremarkable, as it consists of routine maintenance to the District's current System;
- ii. The Project is small in magnitude when compared to the District's existing System;
- iii. Since funding for the Project is entirely grant funded, the Project will not require a sewer rate increase;
- iv. All parties involved in the Project have significant experience with similar projects; and
- v. The design of the Project is similar to numerous routine maintenance projects that the District has undertaken over the years.

Section 3. Rates and Charges. As the Project is entirely grant funded, the District is not currently seeking an increase in its rates and charges for sewerage service because of the Project.

Section 4. Amendment or Modification. This Resolution may be amended or supplemented in any way by a supplemental resolution without any requirement of a further public hearing or notice under the Act except as hereinafter set forth. No material modification or amendment of this Resolution, or of any resolution amendatory or supplemental hereto, that would materially alter the scope of the Project shall be made without the notice required by the Act.

Section 5. Severability of Invalid Provisions. If any section, paragraph, clause or provision of this Resolution should be held invalid by any court of competent jurisdiction, the invalidity of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution or any resolution amendatory or supplemental hereto.

Section 6. Headings, Etc. The headings and catchlines of the articles, sections and subsections of this Resolution are for convenience of reference only, and shall not affect in any way the meaning or interpretation of any provision hereof.

Section 7. Conflicting Prior Resolutions and Provisions Repealed. All prior orders or resolutions of the District, or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

Section 8. Covenant of Due Procedure, Etc. The District covenants that all acts, conditions, things and procedures required to exist, to happen, to be performed or to be taken precedent to and for the adoption of this Resolution do exist, have happened, have been performed and have been taken in regular and due time, form and manner as required by and in full compliance with the laws and Constitution of the State of West Virginia applicable thereto; and that the Chairman, the Secretary and members of the Public Service Board of the District were at all times when any actions in connection with this Resolution occurred duly appointed, and were appropriately elected to office and duly qualified for such office.

Section 9. Effective Date. This Resolution shall be effective immediately following adoption hereof.

*[Remainder of Page Intentionally Blank]*

Adopted this 14<sup>th</sup> day of November 2023.

LUBECK PUBLIC SERVICE DISTRICT

By:   
Its. Chairman

CERTIFICATION

Certified a true copy of a Resolution duly adopted by the Public Service Board of LUBECK PUBLIC SERVICE DISTRICT on the 14<sup>th</sup> of November 2023.

Dated: November 14<sup>th</sup>, 2023.

  
\_\_\_\_\_  
Secretary

Lubeck Public Service District

December 14, 2023

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H. Lawson, Secretary

**Attending:** Jerry Martin, David Lawson, James Eaton, Rocky McConnell, Kelle Cosner, Kevin Watkins (Thrasher)

NO. OF CUSTOMERS:	Section	Sewer	Water
	1 Lake Washington Road	385	540
	2 Lubeck	373	486
	3 Riverhill - Blenn Hgts	302	430
	4 DuPont Rd	306	326
	5 Larkmead Rd.	115	375
	6 LMH - Homewood Rd.	1	379
	7 Washington Bottom	298	399
	8 New England Ridge	189	348
	9 Lubeck South	211	352
	10 Larkmead Area - Marrtown	91	349
	11 Rt 68 South - Hopewell	0	282
	12 Mitchell's	118	118
	13 Westover & Wakefield	43	46
	14 Ball School/Wadesville	0	258
	15 Belleville	0	150
	<b>Total Customers</b>	<b>2432</b>	<b>4838</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 192,488.32
O & M Fund WV Central	\$51,574.09
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 123,900.00
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	\$ 28,491.46
Transfer From Revenue to 941 Tax Acct	\$ 8,969.68

**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)	\$100,316.89
Transfer From Revenue to Sewer R&R Reserve Acct	\$103,812.63
Transfer From Revenue to WVCCU R&R Acct	\$67,309.59
Transfer From Rev to Water O&M Res Acct (SB 234)	\$114,249.58

# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES DECEMBER 14TH, 2023

Prayer by James Eaton

### GENERAL BUSINESS:

- **APPROVAL OF SPECIAL MEETING MINUTES FOR DECEMBER 4<sup>TH</sup> 2023**
- A motion was made by David Lawson and seconded by James Eaton to approve the minutes of December 4th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 5 water taps installed since last board meeting, and there are 3 taps waiting to be installed. This gives us 25 water taps for 2023. There has been 0 sewer taps since last board meeting, there are 1 waiting to be installed. This gives the district 1 sewer tap for 2023.

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- Completed work orders, set meters, etc.
- Fixed 2 service line leaks & 1 main line leak
- Fixed some blacktop and concrete
- Repaired some yards
- Waiting to install a new section of water line at Fairlawn Baptist Church
- Completed turn ons and turn offs
- Cleaned the sand filter

- **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.



*Continuation of Minutes for the December 14th, 2023 meeting of the LPSD  
Board of Commissioners*

- A RESOLUTION AUTHORIZING THE ACQUISITION EQUIPPING AND CONSTRUCTION OF CERTAIN EXTENSIONS, ADDITIONS, BETTERMENTS AND IMPROVEMENTS IN THE ORDINARY COURSE OF BUSINESS TO THE EXISTING PUBLIC SEWAGE SYSTEM OF LUBECK PUBLIC SERVICE DISTRICT

Jerry Martin made a motion to accept the resolution. David Lawson and James Eaton seconded the motion. Motion carried unanimously.

- **NEW ENGLAND RIDGE WATER LINE EXTENSION**

Dunlap Contracting will start on the New England Ridge water line extension on Monday, December 18<sup>th</sup>, 2023. Dunlap Contracting may potentially break ground the following week.

- **PUBLIC COMMENT**

No comment

**NEXT MEETING:**

December 28<sup>th</sup>, 2023 at 11:00 am

**ADJOURNMENT**

Meeting was adjourned at 11:21am

 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

December 28th, 2023

**Meeting Date**  
**DECEMBER 28TH, 2023**  
11:00AM

**AGENDA:**

1. APPROVAL OF BOARD MEETING MINUTES FOR DECEMBER 14TH, 2023
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. NEW ENGLAND RIDGE WATER LINE EXTENSION
5. BLUE BIRD LANE SEWER PROJECT
6. APPROVAL OF BOARD MEETING DATES FOR 2024
6. PUBLIC COMMENT
7. NEXT MEETING: JANUARY 11TH, 2024 at 11:00AM
8. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
	Dan Ferrell	WNUS
	Elizabeth Green	WTAP
	Jim Kelsh	WXIL
	Zack Dobbins	Thrasher

# 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

## **Tentative 2024 Board Meeting Dates**

January 11, 2024  
January 25, 2024  
February 8, 2024  
February 22, 2024  
March 7, 2024  
March 21, 2024  
April 11, 2024  
April 25, 2024  
May 9, 2024  
May 23, 2024  
June 13, 2024  
June 27, 2024  
July 11, 2024  
July 25, 2024  
August 8, 2024  
August 22, 2024  
September 12, 2024  
September 26, 2024  
October 10, 2024  
October 24, 2024  
November 7, 2024  
November 21, 2024  
December 12, 2024  
December 19, 2024

Lubeck Public Service District

December 28, 2023

Jerry R. Martin, Chairman

James D. Eaton, Treasurer

David H. Lawson, Secretary

**Attending:** MEETING WAS CANCELLED DUE TO COVID.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	385	539
	2	Lubeck	372	485
	3	Riverhill - Blenn Hgts	301	431
	4	DuPont Rd	306	326
	5	Larkmead Rd.	114	374
	6	LMH - Homewood Rd.	1	379
	7	Washington Bottom	298	399
	8	New England Ridge	189	348
	9	Lubeck South	211	352
	10	Larkmead Area - Marrtown	91	349
	11	Rt 68 South - Hopewell	0	283
	12	Mitchell's	118	118
	13	Westover & Wakefield	43	46
	14	Ball School/Wadesville	0	259
	15	Belleville	0	151
		<b>Total Customers</b>	<b>2429</b>	<b>4839</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 195,162.57
O & M Fund WV Central	\$60,823.08
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 70,000.00
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	\$ 27,047.47
Transfer From Revenue to 941 Tax Acct	\$ 8,799.72

**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)	\$100,316.89
Transfer From Revenue to Sewer R&R Reserve Acct	\$103,812.63
Transfer From Revenue to WVCCU R&R Acct	\$67,309.59
Transfer From Rev to Water O&M Res Acct (SB 234)	\$114,249.58