

# Lubeck Public Service District

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May 6<sup>TH</sup>, 2013

Meeting Date  
May 9<sup>th</sup>, 2013  
7:00 P.M.

## AGENDA:

1. APPROVAL OF REGULAR BOARD MEETING MINUTES
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENTS OF BILLS AND TRANSFERS
4. EXECUTIVE SESSION (PERSONNEL ISSUES)
5. DISCUSSION OF LAKE WASHINGTON CLUB SEWER EXTENSION
6. DISCUSSION OF BELLEVILLE WATER PROJECT
7. ADJOURN

Cc:	Jerry Martin	Parkersburg News
	Roger Martin	Parkersburg Sentinel
	John Sines	Wood County Commission
	Craig Richards	WNUS
	Tim Miller	WTAP
	Blaine Myers	WXIL
	Phil Postlewait	

Lubeck Public Service District

MAY 9, 2013

Roger D. Martin, Chairman

John H. Sines, Treasurer

Jerry R. Martin, Secretary

**Attending :** Roger Martin, John Sines, Jerry Martin, Randy Atkinson, Phil Postlewait, Rocky McConnell, Gary Brode, Judy Boston, Jeff Saultor.

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	325	529
	2	Lubeck	357	462
	3	Riverhill - Blenn Hgts	291	408
	4	DuPont Rd	296	317
	5	Larkmead Rd.	112	366
	6	LMH - Homewood Rd.	0	336
	7	Washington Bottom	302	409
	8	New England Ridge	181	335
	9	Lubeck South	206	335
	10	Larkmead Area - Marrtown	80	353
	11	Rt 68 South - Hopewell	0	268
	12	Mitchell's	93	96
	13	Westover & Wakefield	31	33
	14	Ball School/Wadesville	0	228
		<b>Total Customers</b>	<b>2274</b>	<b>4475</b>

**TREASURER'S REPORT:**

Revenue Fund WV Central	\$ 205,051.54
O & M Fund WV Central	\$300.04
RUS Construction Acct	\$0.00
IJDC Construction Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$ 52,000.00
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	\$16,387.18
Transfer From Revenue to WVCCU Tax Acct	\$ 5,469.08
Transfer From Revenue to O&M Checking Acct	\$0.00
Transfer From Revenue to WVCCU Tax Acct	\$0.00
Transfer From Revenue to O&M Checking Acct	\$0.00
Transfer From Revenue to WesBance Tax Acct	\$0.00

# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES May 9<sup>th</sup>, 2013

Prayer by Jerry Martin. Pledge followed.

### GENERAL BUSINESS:

- Moved by Jerry Martin and seconded by John Sines that the minutes of the Board meeting of April 25<sup>th</sup>, 2013 be approved. The motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There has been one water tap installed since the last Board meeting. There are 5 water taps to be installed. This gives the district 6 water taps for 2013. The District has installed one sewer tap since the last board meeting. There are none to be installed. There has been 2 new sewer taps for 2013.
- Repaired no main line leaks and 4 service line leaks.
- Finished Flushing Program
- Made yard repairs that have been waiting for better weather.
- Installed a new hot water heater in the office
- Made repairs to the old backhoe
- Turn on and turn offs.
- Run work orders and set meters.

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
Moved by Jerry Martin and seconded by John Sines 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 May 9<sup>th</sup> 2013 meeting of the LPSD Board of Commissioners*

- **EXECUTIVE SESSION**

Jerry Martin moved that the board go into executive session to discuss personnel issues. Motion was seconded by John Sines, Motion carried unanimously. Upon returning from executive session Jerry Martin moved to come out of executive session. Motion was seconded by John Sines, motion carried unanimously.

- **LAKE WASHINGTON CLUB SEWER:**

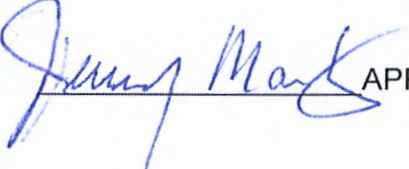
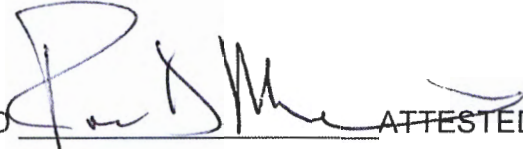
It was reported that the Lake Washington Club Project is winding down satisfactorily. Some of the finalizing details were discussed.

- **DISCUSSION OF BELLEVILLE WATER PROJECT:**

Continued financing options were discussed for the Belleville Project.

- **ADJOURNMENT**

It was moved by Jerry Martin and seconded by John Sines to adjourn. Motion carried unanimously.

 APPROVED  ATTESTED

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## C H E C K R E G I S T E R

\*\* DUE DATE: 6/06/13; CHECK DATE: 5/09/13; FUND:SEL; BANK: 3 131 202 00 \*\*

BATCH: 5/09/13 - 00001963

\*\* POSTING DATE: 5/09/13 - THIS YEAR - CURRENT PERIOD \*\*

VENDOR#	CHECK NAME	TRAN#	CHECK AMOUNT	CHECK#
1,080	AFLAC	24573	154.06	6,303
1,120	MONPOWER	24575	18,004.70	6,304
1,310	ALLIED ADMINISTRATORS	24576	552.32	6,305
2,085	BDI	24577	28.03	6,306
2,240	BURGESS & NIPLE	24578	2,660.50	6,307
3,020	CANON FINANCIAL SERVICES	24579	209.91	6,308
4,060	DOWLER'S TRACTOR SALES	24580	7.40	6,309
4,100	DIGITAL CONNECTIONS	24581	44.03	6,310
6,060	FIRE EXTINGUISHER SPEC.	24582	385.35	6,311
12,033	LEMON'S FARM EQUIPMENT	24583	21.29	6,312
12,100	LUBECK PSD	24584	2,632.37	6,313
12,140	LLOYD HOFF	24585	200.00	6,314
13,070	MARTIN MARIETTA MATERIALS	24587	280.29	6,315
13,080	MATHENY MOTOR CO.	24588	92.07	6,316
14,040	THE NEWS AND SENTINEL	24589	219.76	6,317
15,020	OFFICE DEPOT CREDIT PLAN	24590	257.08	6,318
16,140	PARKERSBURG SANITARY BOARD	24591	17,130.40	6,319
16,160	PHIL POSTLEWAIT CPA	24592	2,200.00	6,320
16,180	POSTMASTER	24593	1,506.00	6,321
18,040	REI CONSULTANTS, INC.	24595	876.26	6,322
20,010	HAROLDS REFUSE REMOVAL	24597	180.49	6,323
20,015	T & B GARDEN WORKS	24598	492.00	6,324
20,020	TELEPAGE COMMUNICATIONS	24600	60.78	6,325
20,180	VERIZON WIRELESS	24601	263.19	6,326
21,020	UNIFIRST CORPORATION	24602	227.34	6,327
21,060	USA BLUEBOOK	24604	120.98	6,328

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VENDOR#	CHECK NAME	TRAN#	CHECK AMOUNT	CHECK#	
21,080	RURAL DEVELOPMENT	24605	1,205.06	6,329	
23,140	JAMES C WRIGHT	24606	414.00	6,330	
700,000	JOSEPH M. COLOMBO #7 WYNDHAM KNOB	24613	132.00	6,331	PARKERSBURG WV 26104-9432
700,000	HILLARY P MEADOWS 133 MT VERNON DR	24614	93.66	6,332	WASHINGTON WV 26181-8230
700,000	JOSHUA A. HICKS 58 TRACEWELL AVE	24615	18.82	6,333	PARKERSBURG WV 26101-7750
700,000	PAMELA E. LEGGETT 36 BOAZ GARDENS	24616	67.72	6,334	WILLIAMSTON WV 26187-8339
700,000	JEFF A CAPLINGER 183 KESTERSON RD	24617	41.89	6,335	PARKERSBURG WV 26101-7779
700,000	BRENDA K MEMEL 1394 HURLOCK LANE	24618	57.52	6,336	BALTIMORE MD 21122
700,000	MICHAEL E. STEELE 151 DICKENS DR STE 17	24619	8.99	6,337	MINERAL WELLS WV 26150-2307
700,000	ELIZABETH D PARRISH 179 LUBECK RD APT 7	24620	7.27	6,338	PARKERSBURG WV 26101-9572
700,000	LISA R NELSON 179 LUBECK RD APT 21	24621	41.52	6,339	PARKERSBURG WV 26101-9572
700,000	JENNIFER M. SNELL 406 LATHAM RIDGE RD	24622	102.93	6,340	RAVENSWOOD WV 26164-3608
700,000	BETHANY N ZARLEY 13 MEADOWBROOK ACRES	24623	106.45	6,341	PARKERSBURG WV 26101-9626
700,000	MICHAEL P HORNBECK 40 MEADOWBROOK ACRES	24624	14.26	6,342	PARKERSBURG WV 26101-9693
700,000	JEFFREY AND SUZANNE HATFIELD 413 CAMDEN AVE	24625	26.06	6,343	PARKERSBURG WV 26101-5929
700,000	MAGGIE CHICHESTER 276 MITCHELLS LN	24626	.14	6,344	WASHINGTON WV 26181-0137
			51,144.89	42	