

# 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

July 6, 2018

**Meeting Date**

**July 12, 2018**

1:00 P.M.

**AGENDA:**

1. APPROVAL OF BOARD MEETING MINUTES FOR JUNE 28<sup>TH</sup>
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. 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 July 12, 2018

Prayer by Dave Lawson. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of June 28<sup>th</sup> as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since the last Board meeting. There are 3 taps to be installed. This gives us a total of 30 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There is 1 to be installed. This gives us a total of 4 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 5 service line leak and 0 main line leaks.
- Repaired sewer line in Bethel
- Located a couple sewer taps
- Replaced 2-inch regulator for North West Pipe
- Precision Pump: \$21,730.00 for replacement of pump 4 in the water plant

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
Moved by Dave 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 has figured up that we will be able to do Heck and Staats, Oak Valley, and Lower Pond Creek for right around \$250,000.00.

*Continuation of Minutes for the July 12th, 2018 meeting of the LPSD Board of Commissioners*

The cost for the railroad crossings for Heck and Staats is as follows: CSX applications \$11,700.00, CSX permits \$2,900.00, CSX additional insurance \$750.00, CSX flagging \$7,200.00, bringing the total to \$22,550.00.

**ADJOURNMENT**

Meeting was adjourned at 1:15pm.

 APPROVED  ATTESTED

# Lubeck Public Service District

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301 OX JOHNSON LANE  
WASHINGTON, WEST VIRGINIA 26181  
PHONE: 304-863-3341  
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July 20, 2018

**Meeting Date**

**July 26, 2018**

1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JULY 12<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. 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 July 26, 2018

Prayer by Dave Lawson. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of July 12<sup>th</sup> 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 32 water taps for 2018. The District has installed 1 sewer tap since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 4 service line leak and 0 main line leaks.
- Ran sewer camera in Bethel
- Repaired yards

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
Moved by Jerry Martin and seconded by Dave 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**  
Timm Utt was on hand to present the board with a draft of change order #4 which addresses Hecks, Staats, Oak Valley, and Little and Lower Pond Creek line extensions for the remainder of the project. Some modifications have been made to the original project to potentially add 13 more customers on Little Pond Creek Road and Oak Valley. Jerry Martin made the motion to approve change order #4 for additional water main installation, not to exceed \$260,616.00, Dave Lawson seconded, motion carried.

*Continuation of Minutes for the July 26th, 2018 meeting of the LPSD Board of Commissioners*

- **SEWER GENERATOR**

Rocky told the board he had spoken to Dave Watson from Thrasher and has details, specs and documents ready to go, and is asking for the boards approval to move forward with advertising to bid, pre-construction meeting, and bid openings. Dave Lawson approved for Thrasher to start the process, James Eaton seconded, motion carried.

**ADJOURNMENT**

Meeting was adjourned at 1:40pm.

 APPROVED  ATTESTED

# Lubeck Public Service District

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POST OFFICE BOX 700  
301 OX JOHNSON LANE  
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PHONE: 304-863-3341  
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August 3, 2018

**Meeting Date**  
**August 9, 2018**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JULY 26<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. 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 August 9, 2018

Prayer by Dave Lawson. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of July 26<sup>th</sup> 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 32 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 3 service line leaks and 1 main line leak.
- Repaired yards
- Precision Pump delivered Pump 4

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
Moved by James Eaton and seconded by Dave 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**  
Received approval from the Bureau of Public Health for change order #4. The last two right-of-ways have been obtained and recorded.
- **SEWER GENERATOR**  
There was a pre-construction meeting this morning. Everyone was taken around to all the sites which brought up a few questions. There will be an addendum added next week for the contractors. The bid will open up on August 23<sup>rd</sup> at 2pm at the office. Thrasher will review the bid documents



*Continuation of Minutes for the August 9th, 2018 meeting of the LPSD Board of Commissioners*

and make sure everything matches up before awarding the bidder. Once the bids are in, the amount from the lowest bidder needs to be sent to Zack Dobbins so we can borrow the money from BB&T finances.

**ADJOURNMENT**

Meeting was adjourned at 1:22pm.

 APPROVED  ATTESTED

# Lubeck Public Service District

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PHONE: 304-863-3341  
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August 17, 2018

**Meeting Date**  
**August 23, 2018**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR AUGUST 9<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. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
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	Blaine Myers	WXIL
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# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES August 23, 2018

Prayer by Dave Lawson. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of August 9th as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There are 7 taps to be installed. This gives us a total of 32 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 4 service line leaks and 1 main line leak.
- Relayed main line Pleasant Home Road
- Flagging class
- Pump #4 was reinstalled at the water plant
- Rocky presented the Board with a resolution to the retirement policy (see attached copy)

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
Moved by James Eaton and seconded by Dave 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**  
Contract has been signed and executed for Stonegate to start back up.

*Continuation of Minutes for the August 23th, 2018 meeting of the LPSD Board of Commissioners*

They will come back in between the 17<sup>th</sup> and 24<sup>th</sup> of September. In the change order it states that once they are back on site they have 60 days to complete the work.

We sent an email to Mr. Staats letting him know when Stonegate returns in September he will be one of the first customers taken care of.

- **SEWER GENERATOR**

The bid opening is at 3pm. Thrasher will take the bids back with them and make sure the numbers are in order. They will come to the next board meeting with their recommendation of who we should award the bid to.

**ADJOURNMENT**

Meeting was adjourned at 1:20pm.

 APPROVED  ATTESTED

# Lubeck Public Service District

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POST OFFICE BOX 700  
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PHONE: 304-863-3341  
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September 7, 2018

**Meeting Date**  
**September 13, 2018**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR AUGUST 23<sup>RD</sup>
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. SEWER GENERATOR
6. ADJOURNMENT

Cc:	Jerry Martin	Parkersburg News
	Dave Lawson	Parkersburg Sentinel
	James Eaton	Wood County Commission
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	Elizabeth Green	WTAP
	Blaine Myers	WXIL
	Zack Dobbins	

# LUBECK PUBLIC SERVICE DISTRICT

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## BOARD MEETING MINUTES September 13, 2018

Prayer by Dave Lawson. Pledge followed.

### GENERAL BUSINESS:

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

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 5 water taps installed since the last Board meeting. There are 2 taps to be installed. This gives us a total of 37 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 7 service line leaks and 0 main line leaks.
- Working on tiller
- Fixed Yards
- Pulled Pump #1 in the water plant

### GENERAL BUSINESS:

- **APPROVAL OF BILLS AND TRANSFERS:**  
Moved by Dave 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**  
Rocky let the Board know that Stonegate has been delayed due to inclement weather. The materials have been ordered and they will remobilize as soon as they finish the job they are on.

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

- **SEWER GENERATOR**

The bid tabulations came back. McHenry's Electric: \$113,620.00; Stonegate: \$119,859.00; H & S Controls: \$127,222.43; and United Construction Co.: \$166,993.00. Rocky made a recommendation to the Board to go forward with McHenry's Electric to install the generators and to go into contract once the funding is available through BB&T Finance. James Eaton made a motion to accept the recommendation and it was seconded by Dave Lawson. Motion passed with unanimity.

**ADJOURNMENT**

Meeting was adjourned at 1:18pm.

 APPROVED  ATTESTED

# Lubeck Public Service District

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301 OX JOHNSON LANE  
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PHONE: 304-863-3341  
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September 21, 2018

**Meeting Date**  
**September 27, 2018**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR SEPTEMBER 13<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. 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 September 27, 2018

Prayer by Dave Lawson. Pledge followed.

### GENERAL BUSINESS:

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

### DISCUSSION OF DISTRICT HAPPENINGS:

- There has been 1 water tap installed since the last Board meeting. There are 6 taps to be installed. This gives us a total of 38 water taps for 2018. The District has installed 0 sewer taps since the last Board meeting. There are 0 to be installed. This gives us a total of 5 sewer taps for 2018.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 4 service line leaks and 6 main line leaks.
- Worked on sewer in Oak Acres
- Worked on sewer in Bethel
- Tiller is fixed
- Ordered pump from Precision Pump for the west pump station - \$43,523.00

### 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.

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

- **DISCUSSION OF BELLEVILLE WATER PROJECT**  
Still waiting to hear something from Stonegate. All the line locates have been called in.
- **SEWER GENERATOR**  
Accountant is still trying to get an answer from BB&T about municipal loans.

**ADJOURNMENT**

Meeting was adjourned at 1:21 pm.



APPROVED



ATTESTED