

# 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 3, 2020

**Meeting Date**  
**January 9, 2020**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR DECEMBER 26, 2019
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. ELI LOCUST
6. WELLFIELD GENERATOR
7. PUBLIC COMMENT
8. NEXT MEETING: JANUARY 23<sup>rd</sup> AT 1:00 P.M.
9. 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 9, 2020

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 26th, as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There was a total of 42 water taps for 2019, and a total of 5 sewer taps for 2019. There have been 3 water taps installed since the last Board meeting. There are 0 taps to be installed. This gives us a total of 0 water taps for 2020. The District has installed 0 sewer taps since the last Board meeting. There is 1 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 2 service line leaks and 0 main line leaks
- Started exercising valves
- Cleaned sand filter
- Ran a sewer cam for customer

### 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**  
Stonegate will be on site next week to start welding casing together. They will begin the directional drilling on Monday, January 20<sup>th</sup>.
- **ELI LOCUST**  
We are starting to lay lines for the project.

*Continuation of Minutes for the January 9, 2020 meeting of the LPSD Board of Commissioners*

- **WELLFIELD GENERATOR**

A motion was made to remove Wellfield Generator from the agenda by David Lawson and seconded by James Eaton. Motion carried unanimously.

- **PUBLIC COMMENT**

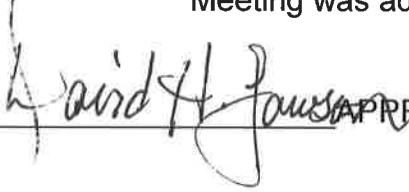
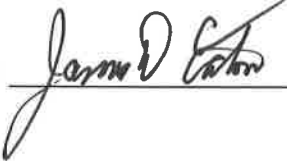
No comment.

**NEXT MEETING**

January 23, 2020 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 1:15 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 17, 2020

**Meeting Date**  
**January 23, 2020**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JANUARY 9, 2020
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF BELLEVILLE WATER PROJECT
5. ELI LOCUST
6. PUBLIC COMMENT
7. NEXT MEETING: FEBRUARY 13<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 January 23, 2020

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 9th, 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 0 water taps for 2020. The District has installed 1 sewer taps since the last Board meeting. There is 0 to be installed. This gives us a total of 1 sewer taps for 2020.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 0 service line leaks and 0 main line leaks
- Located sewer line at Quilts and Bolts (Tebay Dairy)
- Worked on sewer main in Pahlhurst
- Installed 2" hot tap at Eli Locust and started laying line

### 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**  
Stonegate showed up last week. They started drilling on Monday and completed their work.
- **ELI LOCUST**  
Installed hot tap and laid 1500-1700 feet of line.
- **PUBLIC COMMENT**  
No comment.

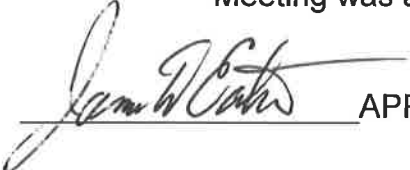
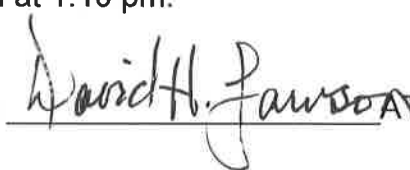
Continuation of Minutes for the January 23, 2020 meeting of the LPSD Board of Commissioners

**NEXT MEETING**

February 13, 2020 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 1:10 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

February 7, 2020

**Meeting Date**  
**February 13, 2020**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JANUARY 23, 2020
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF WATER AND SEWER RATE INCREASE
5. DISCUSSION OF BELLEVILLE WATER PROJECT
6. ELI LOCUST
7. PUBLIC COMMENT
8. NEXT MEETING: FEBRUARY 27<sup>TH</sup> AT 1:00 P.M.
9. 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 13, 2020

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 23rd, as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There has been 1 water tap installed since the last Board meeting. There are 0 taps to be installed. This gives us a total of 1 water tap for 2020. The District has installed 0 sewer taps since the last Board meeting. There is 1 to be installed. This gives us a total of 1 sewer tap for 2020.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leaks and 1 main line leak
- Put a new pump in the West Pump station
- Changed a pump out at the East pump station
- Finished clearing right of ways for Eli Locust
- Installed 2" tap for Washington Meadows new addition
- Serviced back hoe and dozers

### 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 WATER AND SEWER RATE INCREASE**

Zach Dobbins asked for approval to go to the Infrastructure and Jobs Development Council for 1.5 million-dollar B.A.N. (Bond Anticipation Notice). Moved by James Eaton and seconded by Dave Lawson. Motion carried unanimously.



*Continuation of Minutes for the February 13, 2020 meeting of the LPSD Board  
of Commissioners*

A motion was made by Dave Lawson and seconded by James Eaton to allow Zach and Rocky to begin working with Blaine on the rate increases. Motion passed unanimously.

- **DISCUSSION OF BELLEVILLE WATER PROJECT**

A motion was made by Jerry Martin and seconded by James Eaton to table the payout to Stonegate. Motion carried unanimously.

- **ELI LOCUST**

We have laid 1/3 of the line. Just waiting for the weather to dry up.

- **PUBLIC COMMENT**

No comments

**NEXT MEETING**

February 27, 2020 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 1:43 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

February 21, 2020

**Meeting Date**  
**February 27, 2020**  
1:00 P.M.

## AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR FEBRUARY 13, 2020
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF WATER AND SEWER RATE INCREASE
5. APPROVAL OF WATER AND SEWER BUDGETS
6. DISCUSSION OF BELLEVILLE WATER PROJECT
7. ELI LOCUST
8. PUBLIC COMMENT
9. NEXT MEETING: MARCH 12<sup>TH</sup> AT 1:00 P.M.
10. 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 27, 2020

Prayer by James Eaton. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of February 13th, as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There are 0 taps to be installed. This gives us a total of 1 water tap for 2020. The District has installed 1 sewer tap since the last Board meeting. There is 0 to be installed. This gives us a total of 2 sewer taps for 2020.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 1 service line leak and 0 main line leaks
- Cleaned shop
- Spread stone on driveway at sewer and wellfield

### 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 WATER AND SEWER RATE INCREASE**

We are proceeding forward with the rate increase at 8.25% for water and 11.5% for sewer.

- **APPROVAL OF WATER AND SEWER BUDGETS**

A motion was made by James Eaton and seconded by David Lawson to approve the water and sewer budgets for 2020. The motion carried unanimously.

Continuation of Minutes for the February 27, 2020 meeting of the LPSD Board of Commissioners

- **DISCUSSION OF BELLEVILLE WATER PROJECT**

A motion was made by James Eaton and seconded by David Lawson to accept the amendment #5 of \$5,100.00 to the Burgess and Niple contract. Motion passed unanimously.

A motion was made by James Eaton and seconded by David Lawson to preapprove the invoice for Burgess and Niple in the amount of \$5,100.00. Motion carried unanimously.

A motion was made David Lawson and seconded by James Eaton to approve the final payout estimate #14 for Stonegate for \$71,724.00. Motion carried unanimously.

Amy Nahley from the Mid-Ohio Valley Regional Council presented the board with the resolution for drawdown #23, which includes the following invoices: Stonegate for \$71,724.00 for pay application #14, Burgess and Niple for \$5,100.00 for engineering services, and CSX for \$4,486.57 for flagging fees. James Eaton made a motion to accept resolution and David Lawson seconded, Motion carried unanimously.

- **ELI LOCUST**

We have laid about 2000 ft of line. We are just waiting on good weather to finish up.

- **PUBLIC COMMENT**

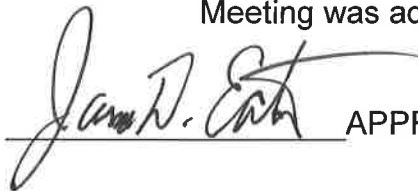

No comments

**NEXT MEETING**

March 12, 2020 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 1:19 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

March 6, 2020

**Meeting Date**  
**March 12, 2020**  
1:00 P.M.

**AGENDA:**

1. APPROVAL OF BOARD MEETING MINUTES FOR FEBRUARY 27, 2020
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF WATER AND SEWER RATE INCREASE
5. DISCUSSION OF BELLEVILLE WATER PROJECT
6. ELI LOCUST
7. PUBLIC COMMENT
8. NEXT MEETING: MARCH 26<sup>TH</sup> AT 1:00 P.M.
9. 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 12, 2020

Prayer by James Eaton. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of February 27th, as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 0 water taps installed since the last Board meeting. There are 1 tap to be installed. This gives us a total of 1 water tap for 2020. The District has installed 0 sewer taps since the last Board meeting. There is 0 to be installed. This gives us a total of 2 sewer taps for 2020.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 3 service line leaks and 0 main line leaks
- Cleaned sand filter
- Amy Nahley presented the board with a binding commitment letter. Dave Lawson moved that we accept the letter, Jim Eaton seconded, motion carried.

### 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 WATER AND SEWER RATE INCREASE**

Zack Dobbins and Blaine Myers are working on a letter to be sent out to the public to let them know we are working on a water and sewer rate increase. The rate increase for water will be 8.25% and the increase for sewer will be 11.5% for sewer.

Continuation of Minutes for the March 12, 2020 meeting of the LPSD Board of Commissioners

- **DISCUSSION OF BELLEVILLE WATER PROJECT**

Amy Nahley presented the board with the drawdown #24 the final drawdown for the Belleville project. The amount of Drawdown #24 and the funds being requested from the BPH are as follows; Lubeck PSD in the amount of \$5,414.01, this amount is to order water meters for the district. Dave Lawson made the motion to accept the final drawdown, Jim Eaton seconded, motion carried.

- **ELI LOCUST**

No change to Eli Locust at this time due to inclement weather, leaks and the crew having to clean out the sand filter.

- **PUBLIC COMMENT**

No comments

**NEXT MEETING**

March 26, 2020 at 1:00 pm.

**ADJOURNMENT**

Meeting was adjourned at 1:19 pm.

David H. Lawson APPROVED James D. 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

March 20, 2020

**Meeting Date**  
**March 26, 2020**  
1:00 P.M.

AGENDA:

*Closed to the Public*

1. APPROVAL OF BOARD MEETING MINUTES FOR MARCH 12, 2020
2. DISCUSSION OF DISTRICT HAPPENINGS
3. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
4. DISCUSSION OF WATER AND SEWER RATE INCREASE
5. ELI LOCUST
6. PUBLIC COMMENT
7. NEXT MEETING: APRIL 9<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 26, 2020

Prayer by James Eaton. Pledge followed.

### GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of March 12th, as sent out. Motion carried unanimously.

### DISCUSSION OF DISTRICT HAPPENINGS:

- Discussion of COVID 19 and employees.

### 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.

### NEXT MEETING

April 9, 2020 at 1:00 pm.

### ADJOURNMENT

Meeting was adjourned at 1:10 pm.

James Martin APPROVED David H. Lawson ATTESTED