

Lubeck Public Service District

POST OFFICE BOX 700
301 OX JOHNSON LANE
WASHINGTON, WEST VIRGINIA 26181
PHONE: 304-863-3341
FAX: 304-863-3791

April 3, 2020

Meeting Date

April 9, 2020

1:00 P.M.

AGENDA:

1. VIDEO CONFERENCE MEETING ONLY
2. APPROVAL OF BOARD MEETING MINUTES FOR MARCH 26, 2020
3. DISCUSSION OF DISTRICT HAPPENINGS
4. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
5. DISCUSSION OF WATER AND SEWER RATE INCREASE
6. ELI LOCUST
7. PUBLIC COMMENT
8. NEXT MEETING: APRIL 23rd 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

BOARD MEETING MINUTES APRIL 9, 2020

Prayer by David Lawson.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of March 26th, 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 1 service line leak and 0 main line leaks
- Replaced 2 setters

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**

Waiting to see where we are after the Pandemic.

- **ELI LOCUST**

Waiting until everyone comes back and better weather.

- **PUBLIC COMMENT**

No comments

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

NEXT MEETING

April 23, 2020 at 11:00 am.

ADJOURNMENT

Meeting was adjourned at 11:15 am.

James D. Eats APPROVED David H. Johnson ATTESTED

Lubeck Public Service District

POST OFFICE BOX 700
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WASHINGTON, WEST VIRGINIA 26181
PHONE: 304-863-3341
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April 17, 2020

Meeting Date

April 23, 2020

1:00 P.M.

AGENDA:

1. PHONE CONFERENCE MEETING ONLY
2. APPROVAL OF BOARD MEETING MINUTES FOR APRIL 9, 2020
3. DISCUSSION OF DISTRICT HAPPENINGS
4. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
5. DISCUSSION OF WATER AND SEWER RATE INCREASE
6. ELI LOCUST
7. PUBLIC COMMENT
8. NEXT MEETING: MAY 14TH 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

BOARD MEETING MINUTES APRIL 23, 2020

Prayer by David Lawson.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 0 service line leaks and 1 main line leak
- Repaired Well A

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**

Tabled

- **ELI LOCUST**

Waiting until everyone comes back.

- **PUBLIC COMMENT**

No comments

NEXT MEETING

May 14, 2020 at 11:00 am.

ADJOURNMENT

Meeting was adjourned at 11:10 am.

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

David H. Jensen APPROVED James D. Eck ATTESTED

Lubeck Public Service District

POST OFFICE BOX 700
301 OX JOHNSON LANE
WASHINGTON, WEST VIRGINIA 26181
PHONE: 304-863-3341
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May 8, 2020

Meeting Date

May 14, 2020

11:00 P.M.

AGENDA:

1. PHONE CONFERENCE MEETING ONLY
2. APPROVAL OF BOARD MEETING MINUTES FOR APRIL 23, 2020
3. DISCUSSION OF DISTRICT HAPPENINGS
4. APPROVAL OF PAYMENT OF BILLS AND TRANSFERS
5. DISCUSSION OF WATER AND SEWER RATE INCREASE
6. ELI LOCUST
7. PUBLIC COMMENT
8. NEXT MEETING: MAY 28TH AT 1:00 P.M. *SUBJECT TO CHANGE*
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

BOARD MEETING MINUTES MAY 14, 2020

Prayer by David Lawson.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- Nothing to discuss at this time.

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**

We will discuss this next board meeting, May 28th.

- **ELI LOCUST**

Waiting until everyone comes back and better weather.

- **PUBLIC COMMENT**

No comments

NEXT MEETING

May 28, 2020 at 1:00 pm.

ADJOURNMENT

Meeting was adjourned at 11:15 am.

Continuation of Minutes for the May 14, 2020 meeting of the LPSD Board of
Commissioners

Sam Mak

APPROVED

James D. Eck

ATTESTED

Lubeck Public Service District

POST OFFICE BOX 700
301 OX JOHNSON LANE
WASHINGTON, WEST VIRGINIA 26181
PHONE: 304-863-3341
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May 22, 2020

Meeting Date
May 28, 2020
1:00 P.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR MAY 14, 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. FLUSH HYDRANTS
7. PUBLIC COMMENT
8. NEXT MEETING: MAY 28TH AT 1:00 P.M. *SUBJECT TO CHANGE*
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

BOARD MEETING MINUTES MAY 28, 2020

Prayer by David Lawson.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 4 water taps installed since the last Board meeting. There are 8 tap to be installed. This gives us a total of 5 water taps 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 1 main line leak.
- Changed a check valve on well A

GENERAL BUSINESS:

- **OPENING OFFICE**

Tabled until June 11th

- **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.

- **DISCUSSION OF WATER AND SEWER RATE INCREASE**

Discussed the proposed 11.3% sewer and 8.25% water rate increases. Began preparing the legal and customer notices. Notices will be presented to the Board on June 11th for their approval. Then in July we will hold our two meetings, one with the public (Location is still TBD) and one without. Then we will request to be on the agenda in August in front of the County Commission.

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Continuation of Minutes for the May 28, 2020 meeting of the LPSD Board of Commissioners

- **ELI LOCUST**

Once we get caught back up with our work and weather pending, we should be able to complete the work in just a little over a week.

- **FLUSH HYDRANTS**

We will send notices for flushing next week. Once the notice is out, we will begin flushing. It will take us awhile because we are catching up on work. When there are four operators at the plant, we will send out two to flush.

- **PUBLIC COMMENT**

No comments

NEXT MEETING

June 11, 2020 at 11:00 pm. *SUBJECT TO CHANGE*

ADJOURNMENT

Meeting was adjourned at 11:41 am.

 APPROVED  ATTESTED

Lubeck Public Service District

POST OFFICE BOX 700
301 OX JOHNSON LANE
WASHINGTON, WEST VIRGINIA 26181
PHONE: 304-863-3341
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June 5, 2020

Meeting Date
June 11, 2020
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR MAY 28, 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: JUNE 25TH AT 11:00 A.M. *SUBJECT TO CHANGE*
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

BOARD MEETING MINUTES JUNE 11, 2020

Prayer by David Lawson.

GENERAL BUSINESS:

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

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 5 water taps installed since the last Board meeting. There are 3 taps to be installed. This gives us a total of 10 water taps 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 3 sewer taps for 2020.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 4 service line leaks and 1 main line leak.
- Clean tank at East Pump Station
- Fixed yards
- Flushing hydrants

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.

- **DISCUSSION OF WATER AND SEWER RATE INCREASE**

David Lawson made a motion to accept the legal notice for the water and sewer rate increase, James Eaton seconded, motion passed unanimously. David Lawson made a motion to accept the customer letter for the water and sewer rate increase, James Eaton seconded, motion passed unanimously.

Continuation of Minutes for the June 11, 2020 meeting of the LPSD Board of Commissioners

- **ELI LOCUST**

Weather pending, we should be back out there in the next couple of weeks to start putting taps in.

- **PUBLIC COMMENT**

Rocky recommended going back to the 1 pm meeting time, not the next meeting but the following, due to the rate increase.

NEXT MEETING

June 25, 2020 at 11:00 pm.

ADJOURNMENT

Meeting was adjourned at 11:30 am.

James D. Est 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
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June 19, 2020

Meeting Date
June 25, 2020
11:00 A.M.

AGENDA:

1. APPROVAL OF BOARD MEETING MINUTES FOR JUNE 11, 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: JULY 9TH AT 1:00 P.M. *SUBJECT TO CHANGE*
8. ADJOURNMENT

Open Office

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

BOARD MEETING MINUTES JUNE 25, 2020

Prayer by David Lawson.

GENERAL BUSINESS:

- A motion was made by Dave Lawson and seconded by James Eaton to approve the minutes of June 11th, as sent out. Motion carried unanimously.

DISCUSSION OF DISTRICT HAPPENINGS:

- There have been 2 water taps installed since the last Board meeting. There are 4 taps to be installed. This gives us a total of 12 water taps 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 3 sewer taps for 2020.
- Completed work orders, set meters, etc.
- Turn on/Turn offs.
- Repaired 2 service line leaks and 1 main line leak.
- Did 6" tie in for the new Blennerhassett Fire Dept.
- Dug up a sewer line for a customer
- Changed the pump at the West Pump station
- Started flushing hydrants in the district

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.

- **DISCUSSION OF WATER AND SEWER RATE INCREASE**

Mailings went out and the legal notices were in Monday's newspaper. The 1st reading of the rate increase will be on July 9th.

Continuation of Minutes for the June 25, 2020 meeting of the LPSD Board of Commissioners

- **ELI LOCUST**

We are going to try to start work on it next week.

- **PUBLIC COMMENT**

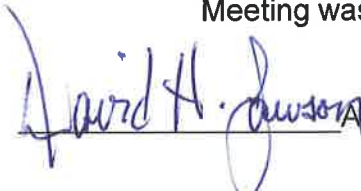
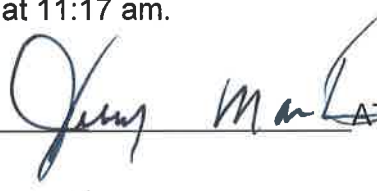
No comment.

NEXT MEETING

July 9, 2020 at 1:00 pm.

ADJOURNMENT

Meeting was adjourned at 11:17 am.

 APPROVED  ATTESTED