

**WINFIELD SANITARY BOARD
SPECIAL MEETING**

MINUTES

**October 10, 2019
9:00 a.m.**

On Thursday, October 10, 2019 at 9:00 a.m. the special meeting of the Winfield Sanitary Board was called to order by Mayor Randy Barrett, at Winfield City Hall, 12248 Winfield Road, Winfield, West Virginia.

ATTENDANCE

Those attending: Rod Burns, member, Bill Harper, Plant Manager and Gloria Chapman, Secretary. Clarence Litton attended the meeting via telephone.

Others present: Mr. Corey Smith of The Thrasher Group; and City Attorney Tim LaFon.

MINUTES

Hearing no questions or objections, the minutes of the September 10, 2019 meeting were approved as presented. Motion carried.

FINANCIAL

Bill Approval. The bills paid for the month of September in the amount of \$ 51,652.19 were approved without objection.

Income/Expense. The financial statement for September was approved without objection.

Adjustments. The adjustments for the month of September in the amount of \$ 1,661.17 (which consisted of pool and leak adjustments) were approved without objection.

REPORTS

Chairman – comments/reports. Mayor Barrett reported that work was done on both of the aerators in the lagoon. Bill Harper and maintenance crew had to replace the bearings in one aerator and the other aerator had to be pulled and welding done on the frame. He also stated that the new employee, Dennis Harrison was working out very well.

Staff report. Plant manager Bill Harper reported that with the repairs done to the aerators, the lagoons look very good and the ammonia level for September was 15.0 mg/L, which is the lowest it's been in a while. He reported that they had AAA Septic come and clean out several lift stations and made some pump repairs. Bill also stated that he got an estimate from Precision Pump for a Simplex Electrical Panel that is needed for a small grinder station on Winfield Avenue. He said the box itself is about 25 years old and rusted; he stated the estimate was less than \$ 2,000.00. After discussion it was decided that was a good price and to purchase the panel.

UNFINISHED BUSINESS

Thrasher Engineering's recommendation for new wastewater plant. Mr. Corey Smith of The Thrasher Group reported that they have submitted the Permit Mod and the Stormwater Construction permit along with fees to WV DEP. Corey also stated the he received notice that we have PSC approval; so the next step would be to submit the Letter of Conditions. He also reported that Jonathan Carpenter spoke with Harry Taylor of WV DEP, and the plans should be approved next week. Also, he stated that he was working with the utility companies to get all of the utilities ran to the plant site.

The Mayor had asked Corey to let him know what Thrasher's expenses would be during the construction of the new plant. Corey reported that the construction expense for Thrasher would be \$ 400,000.00.

MS-4 Program.

Nothing to report this month.

NEW BUSINESS

Mr. Todd Dingess of Smith, Cochran & Hicks Accountants – change ordinance regarding new rates. Mr. Dingess recapped the rate structure that was put into place by the 2015 rate increase ordinance for construction of the new SBR plant. He stated that the ordinance called for a second rate increase upon completion of the new SBR plant. Upon review of the current available finances in the Sanitary Board and the fact that the loan payments of \$ 34,300 per month must start being paid as soon as the loan is approved; it was determined that this would very detrimental to the Sanitary Board to come up with these payments each month and handle any other financial emergencies that may arise. Therefore, after much discussion, Clarence Litton made motion to recommend to Council that the 2015 rate increase ordinance be revised to state that the second rate increase would go into effect at loan closing, rather than at completion of the plant.

GOOD OF THE ORDER

Nothing.

ADJOURNMENT

Motion was made by Clarence Litton to adjourn at 9:41 a.m. until the next meeting schedule for November 14, 2019 at 10:00 a.m.

Randy L. Barrett, Chairman

Gloria Chapman, Secretary