

MINUTES

WINFIELD SANITARY BOARD SPECIAL MEETING December 12, 2023 5:00 p.m.

On Tuesday, December 12, 2023, at 5:00 p.m. the 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; Clarence Litton, member; Randy Barrett, Mayor; Nikki Phillips, City Clerk/Secretary; Billy Harper, City Employee

Others present: Tim Lafon, City Lawyer

PUBLIC: Jack Ramsey, Engineer; Kevin Karnes and Joe Rumbaugh, Council Members

MINUTES

Hearing no comments, the minutes of November 2, 2023, regular meeting were approved as presented.

FINANCIAL

Bill Approval. The bills paid for the month of November in the amount of \$86,981.48; hearing no comments the bills pass as presented.

Income/Expense. The financial statement for the month of November; hearing no comments, the financial statement passes as presented.

Adjustments. The adjustments for the month of November in the amount of \$1,355.25; hearing no questions the adjustments pass as presented.

REPORTS

Staff report.

Billy Harper reported that there are no changes in the plant, we are testing where we should be. There will be a sludge run to Raleigh tomorrow. Clarence Litton asked if we are hitting the 20% mark? Billy Harper stated that we are not but we are not buying lime either. There is another local farmer that has expressed interest in having sludge delivered his farm, Richie Ferguson will look at it tomorrow.

Chairman report

Mayor Barrett reported that a letter was sent to some of the residents along 817 pertaining to a pump station with grinders that continues to get clogged with wipes. Don Hayes would like to build townhomes behind the vape store and petition to be annexed into city limits, Jack Ramsey will review plans for sewer and storm.

Mayor Barrett reported that we are currently looking for a boom truck. The city truck broke down and cannot be repaired during Christmas light installation. We were able to borrow a boom truck from Eleanor.

UNFINISHED BUSINESS

Infrastructure Projects utilizing the American Rescue Plan relief funds. ARPA funds will go away once the property adjacent to city hall is purchased.

NEW BUSINESS

Deferred Payment Plan Policy. Nikki Phillips explained that we had a complaint filed at the PSC because we turned off a customer's water that had defaulted on their payment plan. In the past, we have allowed customer's to make new payment plans as many times as requested which resulted in a large sewer bill. The situation was explained to the PSC and they suggested that we put a policy in writing. The suggested policy was in the sanitary packets. Clarence Litton made a motion to accept the deferred payment policy after removing the last line that stated "at the discretion of the Sanitary Sewer Board" and adding "that a second payment plan can only be entered into only if all prior balances are paid in full" as suggested by Tim Lafon.

Customer Leak Adjustment Consideration. Customer that was out of town had a commode that leaked the entire month of October and requested that his bill be adjusted. Leak Adjustment Policy specifically states that leaking commodes, dripping faucets and similar situations shall not constitute leaks which entitle a customer to a recalculated bill. No action was taken but verbiage will be added to the policy stating request like this will not be brought before the board for consideration.

GOOD OF THE ORDER

Winfield Christmas Parade is Saturday, December 16th

ADJOURNMENT

Motion was made by Rod Burns to adjourn at 5:25 p.m.

Randy L. Barrett, Chairman

Nikki Phillips, Secretary

