

**WINFIELD SANITARY BOARD
REGULAR MEETING**

MINUTES

**April 4, 2019
10:00 a.m.**

On Thursday, April 4, 2019 at 10:00 a.m. the regular 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: Clarence Litton and Rod Burns, members; Bill Harper, Plant Manager and Gloria Chapman, Secretary.

Others present: Corey Smith of The Thrasher Group; City Attorney Tim LaFon and Ms. Debi Rabel of Smith, Cochran & Hicks Accountants.

PUBLIC

MINUTES

Hearing no questions or objections, the minutes of the March 7, 2019 meeting were approved as presented. Motion carried.

FINANCIAL

Bill Approval. The bills paid for the month of March in the amount of \$ 68,754.69 were approved without objection.

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

Adjustments. The adjustments for the month of March in the amount of \$ 410.97 were approved without objection.

2019 – 2020 Sewer Fund Budget. Ms. Debi Rabel of Smith, Cochran & Hicks was present to answer any questions regarding the budget for 2019-2020 that she prepared. She stated that since she was unaware of the monthly retainer invoice for legal work for Tim LaFon, she would have to adjust what she budgeted for legal services. After discussion, Clarence Litton moved to approve the 2019-2020 budget with the adjustment for legal services. Motion carried.

REPORTS

Chairman – comments/reports. Mayor Barrett had nothing to report.

Staff report. Plant manager Bill Harper reported that the ammonia reading for February was 16.8 mg/L and he had not received the results for March yet.

UNFINISHED BUSINESS

Thrasher Engineering's recommendation for new wastewater plant. Mr. Corey Smith of The Thrasher Group reported that they have been working with Todd Dingess of Smith, Cochran & Hicks to answer some financial questions and once that is complete, they should be able to get the Letter of Conditions from the USDA. Attorney Tim LaFon stated that he had the PSC Report completed and sent it to Jonathan Carpenter of The Thrasher Group for review and it should be filed by the first of next week.

MS-4 Program.

Bill Harper, Plant Manager reported that he will take the next sample as soon as it rains.

Consider new Customers in the area of Riverside Café to the wastewater plant.

Bill Harper, Plant Manager reported that he and maintenance crew inspected the line and decided where they would have to cut paths to the river and have secured the hoses needed to run to the river for water. He stated that we would need to send letters out to homeowners in the area letting them know of the work to be done. Bill said he would coordinate with AAA Septic to make sure they will be available when they are ready to start work.

NEW BUSINESS

GOOD OF THE ORDER

The next meeting will be on the regular date of May 2 at 10:00 a.m.

ADJOURNMENT

Motion was made by Rod Burns to adjourn at 10:30 a.m. until the next regularly scheduled meeting.

Randy L. Barrett, Chairman

Gloria Chapman, Secretary