

**WINFIELD SANITARY BOARD  
SPECIAL MEETING  
MINUTES**

**September 8, 2020  
10:00 a.m.**

On Tuesday, September 8, 2020 at 10:00 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 Tina Woollard, Secretary. Clarence Litton, Member, attending via telephone.

Others present: Mr. Jonathon Carpenter of The Thrasher Group and City Attorney Tim LaFon.

**MINUTES**

The minutes of August 4, 2020 special meeting, no issues, and pass as presented.

**FINANCIAL**

**Bill Approval.** The bills paid for the month of August in the amount of \$ 82,435.25, pass as presented.

**Income/Expense.** The financial statement for the month of August, pass as presented.

**Adjustments.** The adjustments for the month of August in the amount of \$ 922.47, adjustments pass as presented.

**REPORTS**

**Chairman – comments/reports.** Mayor Barrett stated the Rocky Step pump that was recently sent for repairs, will be submitted to Cares Act for reimbursement.

**Staff report.** Bill Harper, Wastewater Plant Manager, reported that the ammonia reading for July and August was above the 30 mg/L limit. Bill Harper stated that normal maintenance had been done; and AAA cleaned the lift stations.

**UNFINISHED BUSINESS**

**Thrasher Engineering's progress report on the new wastewater plant.** Jonathon Carpenter, The Thrasher Group, had a question on the lumber structure for the new SBR plant. There will be a change in roofing materials; Jamie Hayslett believes the changes will not result in the cost changing.

## **UNFINISHED BUSINESS (cont'd)**

**MS-4 Program.** No samples taken, nothing to discuss.

## **NEW BUSINESS**

**Pay App #3 SBR Plant.** Clarence Litton made a motion to pay, Pay App #3 SBR Plant. Motion carried. Clarence Litton made a motion to pay the Thrasher invoice from General Fund. Motion carried.

**Ammonia Level collected for July and August.** Rod Burns made a motion to pay \$2,000 for July and August ammonia results. Motion carried.

**DePue's request for Sewer Adjustment.** Lack of a motion

**Osborne's request for Sewer Adjustment.** Lack of a motion

## **GOOD OF THE ORDER**

Mayor Barrett reported that our Building Inspector has COVID and after quarantine will be sent to Florida with the National Guard. Richie Ferguson has accepted the role of Building Inspector. Fire Marshal invoice will be added to the Agenda next month. Sanitary Board meeting the same day as Council will no longer be considered a special meeting; October 13<sup>th</sup> will be the regular meeting.

## **ADJOURNMENT**

Motion was made by Clarence Litton to adjourn at 10:30 a.m.

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Randy L. Barrett, Chairman

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Tina Woollard, Secretary