

**WINFIELD SANITARY BOARD  
REGULAR MEETING**

**MINUTES**

**December 6, 2018  
10:00 a.m.**

On Thursday, December 6, 2018 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; and Bill Harper, Plant Manager and Gloria Chapman, Secretary.

Others present: Jackie Hunter, City Recorder; and Jonathan Carpenter and Corey Smith of The Thrasher Group; and City Attorney Tim LaFon.

**PUBLIC**

None.

**MINUTES**

Rod Burns made a motion to approve the minutes of the November 7, 2018 special meeting with the correction of the adjournment time from 3:44 p.m. to 10:55 a.m. and the next regularly scheduled meeting date of December 6, 2018. Motion carried.

**FINANCIAL**

**Bill Approval.** The bills paid for the month of November in the amount of \$ 49,431.30 were approved without objection.

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

**Adjustments.** The adjustments for the month of November in the amount of \$ 1,617.92 were approved without objection.

**REPORTS**

**Chairman – comments/reports.**

Nothing to report.

**Staff report.** Plant manager Bill Harper reported that the ammonia level for October was 23.3 mg/L, but he did not have any test results back yet for November.

### **UNFINISHED BUSINESS**

**Thrasher Engineering's recommendation for new wastewater plant.** Mr. Corey Smith of The Thrasher Group reported that they are still waiting on environmental report letters and WV Development Office letter and our application can be submitted to the USDA.

### **MS-4 Program.**

Bill Harper reported that he had taken another sample in October for the MS-4 Program. Corey Smith of The Thrasher Group also reported that he worked with Bill Harper getting the electronic DMR submitted to WV DEP and that will complete sampling until March of 2019.

**High School Lift Station upgrade.** Mr. Corey Smith of The Thrasher Group stated that they are still waiting on a tax form to be completed and returned from Pipe Plus and that we should not pay the Pay App until it is received.

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

The Mayor stated that consumption data of customers in this area was given to The Thrasher Group and that they would make a calculation of the flow on the line and present it at the next meeting.

### **NEW BUSINESS**

### **GOOD OF THE ORDER**

Nothing.

### **ADJOURNMENT**

Motion was made by Clarence Litton to adjourn at 10:27 a.m. until the next regularly scheduled meeting on January 3, 2019.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary