

**WINFIELD SANITARY BOARD  
REGULAR MEETING**

**MINUTES**

**June 7, 2018  
10:00 a.m.**

On Thursday, June 7, 2018 at 10:00 a.m. the regular meeting of the Winfield Sanitary Board was called to order by Chairman Randy L. Barrett, at Winfield City Hall, 12248 Winfield Road, Winfield, West Virginia.

**ATTENDANCE**

Those attending: Mayor Randy Barrett, Chairman; Clarence Litton and Rod Burns, members; and Jackie Hunter, City Recorder.

Others present: Plant Manager, Bill Harper, Gloria Chapman, Secretary and City Attorney Tim LaFon; and Jonathan Carpenter and Corey Smith of The Thrasher Group.

**PUBLIC**

None.

**MINUTES**

The minutes of the May 3, 2018 meeting and the May 21, 2018 special meeting were approved as presented.

**FINANCIAL**

**Bill Approval.** The bills paid for the month of May in the amount of \$ 36,827.41 were approved without objection.

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

**Adjustments.** The adjustments for the month of May in the amount of \$ 2718.8, which included pool adjustments, were approved without objection.

**REPORTS**

**Chairman – comments/reports.** Mayor Barrett stated that the City needed to send a letter to Dairy Freeze because they still did not have a grease trap installed.

**Staff report.** Plant manager Bill Harper reported that the ammonia reading for April was 16.8 mg/L and for May it was 21.0 mg/L. Bill also stated that he, John Hodges and Richie Ferguson had been to a pump and panel board class put on by Precision Pump and that it was very informative and they learned a lot.

### **UNFINISHED BUSINESS**

**Thrasher Engineering's recommendation for new wastewater plant.** Jonathan Carpenter of The Thrasher Group reported that the plans and specs that he sent to WV DEP have been approved. Jonathan also stated that he had been talking with Todd Dingess of Smith, Cochran & Hicks regarding obtaining financing for the plant, and that Todd requested having another work session meeting with the Sanitary Board to decide on the best financing plan.

**Discuss MS-4 Program.** Bill Harper reported that because of the heavy, frequent rains, and the required parameters of the WV DEP, they still were not able to get samples taken.

**High School Lift Station upgrades/bids.** Mr. Jonathan Carpenter of The Thrasher Group presented the Notice to Proceed on the project for signature. He also stated that the pumps for the lift station had been ordered from Precision Pump but they would take 6 – 8 weeks to arrive.

### **NEW BUSINESS**

**Discuss paying off old loans.** Gloria Chapman, Secretary presented to the Board the current figures on the USDA and WV DEP loans to be considered for payoff. She stated that the WV DEP loans were through the Municipal Bond Commission, and we would need to write a letter to the Bond Commission asking if they could be paid off early, and the Bond Commission would then contact WV DEP. The two USDA Rural Development loans could be paid off early. After discussion, motion was made by Clarence Litton to pay off the two USDA Rural Development loans of \$ 168,724.55 and \$ 37,048.12 and to take \$ 20,000.00 from the Sewer O & M savings account to help cover the payoff by June 30, 2018. Motion carried.

### **GOOD OF THE ORDER**

Nothing.

**ADJOURNMENT**

Motion was made by Clarence Litton to adjourn at 10:48 a.m. until the next meeting on July 5, 2018.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary