



SANITARY BOARD

CITY OF CLARKSBURG

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June 8, 2020

TO: CLARKSBURG SANITARY BOARD MEMBERS

RE: MEETING

DATE AND TIME: WEDNESDAY, JUNE 10, 2020 @ 3:30 P.M.

**PLACE: CITY MANAGER'S CONFERENCE ROOM
(2ND FLOOR)
CLARKSBURG MUNICIPAL BUILDING
222 WEST MAIN STREET**

Attached hereto is the **Agenda** for said meeting. Should you be unable to attend the above-scheduled meeting, please notify the Clarksburg Sanitary Board at (304) 624-1626.



Kelly Lanza, Recording Secretary

Cc w/attachment to:

Harry Faulk, City Manager
Kim Karakiozis, Director of Finance
Paul Lehosit, Superintendent-WWTP
John Workman, Superintendent-Public Works
Adam Barberio, MS4 Stormwater Director
James V. Cann, City Attorney
Dan Ferrell, Thrasher Group
James Malfregeot, Councilperson
Tom Brown, City Engineer
All News Media

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AGENDA

ROLL CALL

APPROVAL OF SANITARY BOARD MINUTES: Regular May 12, 2020.

NEW BUSINESS:

- CONSIDERATION TO APPROVE SALARY SCHEDULES FOR FY 2020-2021
- CONSIDERATION TO APPROVE BUDGET REVISION #2 FOR SB REVENUE FUND FY 2019-2020
- CONSIDERATION TO APPROVE BUDGET FOR SB REVENUE FUND FY 2020-2021
- CONSIDERATION TO APPROVE BUDGET FOR SB R&R FUND FY 2020-2021
- CONSIDERATION OF APPROVAL OF THE CSX AGREEMENT
- CONSIDERATION OF A SEWER CREDIT/ADJUSTMENT FOR CHARLES P. ROSS FOR PROPERTY AT 422/424 SOUTH 6TH STREET. (LETTER IS ATTACHED)

DISCUSSIONS:

- DISCUSSION TO INCREASE FEE'S FOR SEWER TAP AND SEWER CALLS.

CONSIDERATION OF REPORTS:

HARRY FAULK, CITY MANAGER
MARK LINVILLE, VICE CHAIRMAN
JOSEPH SPATAFORE, SECRETARY
KIM KARAKIOZIS, DIRECTOR OF FINANCE
PAUL LEHOSIT, SUPERINTENDENT-WWTP
JOHN WORKMAN, SUPERINTENDENT-PUBLIC WORKS
ADAM BARBERIO, MS4 STORMWATER DIRECTOR
JAMES V. CANN, CITY ATTORNEY
DAN FERRELL, THRASHER GROUP
TOM BROWN, CITY ENGINEER

UNFINISHED BUSINESS: NONE

ADJOURNMENT

Clarksburg Sanitary Board
Regular Meeting
May 12, 2020

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, May 12, 2020 at 3:30 P.M. at the Clarksburg Municipal Building, Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Harry Faulk, Chairman.

MEMBERS PRESENT:

Harry Faulk, Chairman
Mark Linville, Vice Chairman
Joseph Spatafore, Secretary

ALSO PRESENT:

Paul Lehosit, Superintendent - WWTP
Kim Karakiozis, Director of Finance
James Cann, City Attorney
John Workman, Supt. Public Works
Tom Brown, City Engineer
Dan Ferrell, The Thrasher Group
Adam Barberio, MS4 Stormwater Director
Kelly Lanza, Recording Secretary

ABSENT:

James Malfreot, City Council Representative

With roll call taken upon arrival, Harry Faulk, Chairman called the meeting to order.

MOTION to APPROVE Minutes by Joseph Spatafore for the Regular Meeting March 10, 2020 **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO AN AMENDMENT TO THE ENGINEERING AGREEMENT TO PROVIDE PRE-CONSTRUCTION VIDEO RECORDINGS OF THE AREA.**

MOTION to APPROVE the above captioned request in the amount of \$15,000.00 was **APPROVED** by Mark Linville, **SECONDED** by Joseph Spatafore, and **UNANIMOUSLY APPROVED**.

- **GENERAL UPDATE ON THE SANITARY SEWER PROJECT**

Mr. Ferrell gave an update that there was a Pre-Bid meeting on April 23rd for the project and invited all the contractors via Zoom. Thrasher will be sending the addendums for the contracts out on Wednesday, May 13th, the Bid Opening will be on Tuesday, May 19th at 2:00 p.m. via Zoom and the Post-Call conference call will be on Thursday, May 28th to see where we stand on permits, etc. The closing will most likely be in mid-July.

- **DISCUSSION OF LEASE AGREEMENT FOR THE CSX CROSSING. CSX HAS PROMISED THE AGREEMENT BY THE END OF THIS WEEK OR FIRST OF NEXT WEEK.**

Mr. Ferrell updated the Board on the status of the Lease Agreement with CSX. The plan is to have the Agreement signed by next week and to go out for bid in mid-July.

- **EXECUTIVE SESSION TO DISCUSS ANY REMAINING PROPERTY ISSUES**

An executive session was not needed at this time. Jimmy Cann stated that there are three (3) Right-of-Ways (ROW) agreements that need to be signed and that will bring us to 100%. 1) Mary Hunt is asking for additional language and improvements in her ROW agreement. 2) MW Prints will accept \$850.00 for their ROW. 3) Thomas David Franklin has two (2) lots that he would like the City to purchase for \$1,500.00. The City of Clarksburg received a \$30,000.00 grant to pay for ROW and appraisals. To date we have used \$12,700.00. The Board had previously granted The Thrasher Group to negotiate the ROW as long as it was in the budget. A motion was not needed.

- **DISCUSSION TO CHANGE SANITARY BOARD MEETING ON JUNE 9TH DUE TO IT BEING A DECLARED HOLIDAY**

MOTION to APPROVE the above captioned request to change the June 9th meeting to Wednesday, June 10th was **APPROVED** by Mark Linville, **SECONDED** by Joseph Spatafore, and **UNANIMOUSLY APPROVED**.

- **DISCUSSION OF A SEWER CREDIT FOR CLEAN SLATE LAUNDROMAT LOCATED AT 201 S. MONTICELLO AVENUE**

MOTION to APPROVE the above captioned request for a sewer credit for Clean Slate Laundromat was **DENIED** by Mark Linville, **SECONDED** by Joseph Spatafore, and **UNANIMOUSLY DENIED**.

CONSIDERATION OF REPORTS:

Harry Faulk, Chairman: No report.

Mark Linville, Vice Chairman: No report.

Joseph Spatafore, Secretary: No report.

Kim Karakiozis, Treasurer: Ms. Karakiozis gave a brief update on the budget for the Revenue Fund and the R&R Fund. The balance in the Revenue Fund is \$278,005.75 and the R&R Fund has a balance of \$569,047.05. Both funds are on track for the fiscal year.

Paul Lehosit, Supt. W.W.T.P: Mr. Lehosit stated that there were no violations for the months of March and April. In March and April, we treated approximately 790 MGD. Currently the staff at the Waste Water Treatment Plant consists of four (4) Class IV Operators, three (3) Class III Operators, one (1) Class II Operator and five (5) Class I Operators. The operators are working hard to get their certifications and to keep up on training. Currently, Mr. Lehosit is getting ready for the Phase IV of the LTCP and preparing the budget for fiscal year 2020-2021. We are waiting for a response from the DEP on our NPDES Renewal. The Collection System Inspection Report and the monthly report are attached.

Adam Barberio, MS4 Stormwater Director: Mr. Barberio updated the Board on the First Rain Barrel Workshop which was held on March 10th and nine (9) people attended. The Workshop lasted 1 ½ hours. Public Works delivered the barrels and pre-drilled the necessary holes on the bottom. Mr. Barberio would like to keep the workshops going and educating the public on the benefits of rain barrels.

John Workman, Supt. Public Works: Mr. Workman gave an update on the street, CSO repairs, Sewer Call and on the Lift Stations.

James Cann, City Attorney: No report but he did update the Board on the Right of Ways earlier in the meeting.

Tom Brown, City Engineer: No report.

Dan Ferrell, Thrasher Group: Mr. Ferrell updated the Board on different issues earlier in the meeting.

There being no further business to come before the Board, **MOTION** by Joseph Spatafore, **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED** for adjournment of the meeting.

Mark Linville, Vice Chairman

Annette Wright, Chairman

Joseph Spatafore, Secretary

Approved