

Clarksburg Sanitary Board
Regular Meeting
May 9, 2023

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, May 9, 2023, at 3:30 P.M. at the Clarksburg Municipal Building, 2nd Floor, City Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Steve Pulice, Interim Chairman.

MEMBERS PRESENT:

Steve Pulice, Interim Chairman
Mark Linville, Vice Chairman
Frank Ferrari, Board Member

ALSO PRESENT:

Kim Karakiozis, Finance Director
Anthony Urgo, The Thrasher Group
Will Hyman, City Council Representative
Drew Eddy, Superintendent – WWTP
Tom Brown, City Engineer
Ashley Carr, Code Enforcement Director
James Cann, City Attorney
Kelly Lanza, Recording Secretary
Lisa Thompson, Finance Department

ABSENT:

John Workman, Sup. Public Works

With roll call taken upon arrival, Steve Pulice, Interim Chairman called the meeting to order.

MOTION to APPROVE APRIL 11, 2023 MINUTES was made by Mark Linville and **SECONDED** by Frank Ferrari and **UNANIMOUSLY APPROVED**.

DISCUSSIONS/UPDATES:

- **PHASE V-A AND V-B LONG TERM CONTROL PLAN:**
 - a. Phase V-A was reviewed and approved by WV IJDC
 - b. All requirements to submit Phase V-A to WVDEP will be met after today. Thrasher will update the report to address WVDEP comments and submit it prior to the next Sanitary Board Meeting.
 - c. Phase V-B will be submitted to WV IJDC by June 10 at the latest.
 - d. Phase V-B's planning was covered under the Phase V-A project. Thrasher intends to bring an agreement for the Phase V-B project at the next meeting.

- **MILFORD AREA PROJECT UPDATES:** Project is out to bid. The bid date was pushed back to next Thursday (May 18, 2023). We're hoping for good bid numbers.

- **ARLINGTON SEWER EXTENSION:**
 - a. The public hearing for this project is the last requirement which we need to meet for WVDEP approval.
 - b. The public hearing will be held this Thursday (May 11, 2023) at 3:30pm in the council chambers.
 - c. Next steps on the project will entail the city taking out the loan for funding which will be reimbursed to them, pending the outcome of this Thursday's meeting.

CONSIDERATIONS:

- **CONSIDERATION TO REVIEW THE BIDS AND APPROVE CONTRACTOR FOR MILFORD STREET PROJECT**

Frank Ferrari made a motion to table this consideration until the next meeting so that more information can be gathered to better discuss the issue.

MOTION to TABLE THE REVIEW OF THE BIDS AND APPROVE CONTRACTOR FOR MILFORD STREET PROJECT was made by Frank Ferrari and **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO ALLOW THE CLARKSBURG SANITARY BOARD CHAIRMAN AND FINANCE DIRECTOR TO GO INTO CONTRACT WITH TIM STRANKO PLLC IN THE RETAINING AMOUNT OF \$3,500 PER MONTH BEGINNING JULY 1ST, 2023**

Mr. Ferrari questioned the retainer amount in regard to what was included in the \$3,500 retainer, if there would be any other charges in addition to the retainer. Mr. Eddy stated that he discussed the matter with the Finance Director, and it was determined that there would be no additional charges.

MOTION to APPROVE TO ALLOW THE CLARKSBURG SANITARY BOARD CHAIRMAN AND FINANCE DIRECTOR TO GO INTO CONTRACT WITH TIM STRANKO PLLC IN THE RETAINING AMOUNT OF \$3,500 PER MONTH BEGINNING JULY 1, 2023, was made by Mark Linville and **SECONDED** by Steve Pulice and was **APPROVED**. The Motion carried with a vote of 2-1 with Mr. Ferrari casting the dissenting vote.

- **CONSIDERATION TO APPROVE PHASE V-B ENGINEERING AGREEMENT**

MOTION to TABLE THE APPROVAL OF PHASE V-B ENGINEERING AGREEMENT was made by Mark Linville and **SECONDED** by Frank Ferrari and **UNANIMOUSLY APPROVED**.

CONSIDERATION OF REPORTS:

Steve Pulice, Interim Chairman: No report.

Mark Linville, Vice Chairman: No report.

Mr. Ferrari, Board Member: Mr. Ferrari asked Mr. Eddy how many employees the treatment plant currently has. Mr. Eddy stated that, including himself, there were 14 employees at the plant.

Kim Karakiozis, Treasurer: Ms. Karakiozis attached copies of the Summary Revenue & Expense Reports for both the Revenue and R&R Funds for the month of April 2023. We have completed 83.33% of the budget year. Total revenues are at 77.06% as of the end of April and expenditures are at 78.40%. The current balance in the Revenue account is \$252,154.82 and the balance of the R&R account was \$255,641.87. We are expecting the final draw from the Phase IV SRF Loan in the amount of \$295,654.00.

Drew Eddy, Supt. W.W.T.P: The Discharge Monitoring Report (DMR) will be submitted for the Month of March 2023 with no violations to report. The process treated approximately 220 million gallons of wastewater. The plant received 173,725 gallons of septage. The plant brought in a total of \$12,346.62 of Revenue from all sources. #1 Main Raw Pump Update- Additional Parts from Sulzer are supposed to ship in July. Work is set to begin on replacing the Thickener. The plan is to take Thickener out of Service and Michel INC can replace the troughs first. That should take around 2-3 weeks. We will put the Thickener back in service and make adjustments. Then when the rest of the parts for the Thickener arrive, we will take Thickener out of service again and it will be down approximately a Month. Beginning this month Stacey Soles has met all the requirements to become a Class II Wastewater Operator. William Poling met all requirements to become a Class I Wastewater Operator. Stacey Soles took the Class III Wastewater Operator test and passed. He is awaiting his time now to be able to obtain it. William Poling and Daniel Brunn both took the Class II Wastewater Operator Test and passed. They both are awaiting time to obtain it.

John Workman, Supt. Public Works: Absent.

James Cann, City Attorney: No report.

Dan Ferrell, The Thrasher Group: Absent.

Anthony Urgo, The Thrasher Group: Mr. Urgo stated that Phase IV is completed.

Tom Brown, City Engineer: Mr. Brown stated that we needed to have a special meeting because bids would be coming in on May 18th at 11:00 a.m. for the Milford Street Project and Brickside Project.

Ashley Carr, Code Enforcement Director: Bryan Reed will be attending a Storm Water Training class on June 13th.

Will Hyman, Councilman: No report.

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

Mark Linville, Vice Chairman

Steve Pulice, Interim Chairman

Frank Ferrari, Board Member

Approved