

Clarksburg Sanitary Board
Regular Meeting
June 14, 2022

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, June 14, 2022 at 3:30 P.M. at the Clarksburg Municipal Building, 2nd Floor, City Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Harry Faulk, Chairman.

MEMBERS PRESENT:

Steve Pulice, Interim Chairman
Mark Linville, Vice Chairman
Joseph Spatafore, Secretary

ALSO PRESENT:

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

ABSENT:

Mark Kiddy, Interim Chairman
John Workman, Sup. Public Works
Dan Ferrell, The Thrasher Group

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

MOTION to APPROVE MAY 17, 2022 MINUTES was made by Joseph Spatafore and **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED**.

DISCUSSIONS/UPDATES:

• **UPDATE ON WEST FORK CO-OP AND PHASE V OF LTCP**

Funding for the WFCO project was ruled in favor of Clarksburg. Thrasher will coordinate meetings with the West Fork Co-Op, Army Corps of Engineers, and other entities as we progress.

• **CONSTRUCTION UPDATE**

CONTRACT 1 – WWTP: Construction is complete. We are still awaiting arrival of the NPW pumps and working through issues present on the influent pump. Thrasher will be sending a letter to the contractor prior to the next meeting to address these issues.

CONTRACT 2 – Linework: Construction is complete aside from paving and sealing off old CSO #034.

- **DISCUSSION OF RAISING SEWER TAP RATES**

Mr. Eddy stated we were going to wait and implement the sewer tap rate and sewer increase at the same time.

CONSIDERATIONS:

- **CONSIDERATION TO APPROVE THE CHANGE ORDER 5 FOR PHASE IV CONTRACT 2**

The backing documentation was finally provided by the contractor. It is acceptable to the City Engineer and WVDEP of an increase in the amount of \$253,612.55.

MOTION to APPROVE Change Order 5 For Phase IV Contract 2 was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE THE AGREEMENT FOR PHOSPHATE REMOVAL**

After speaking with Drew and the engineer's at the Thrasher office who work with the water board, we will hold off on addressing phosphate. The engineer working alongside the water board and Thrasher has indicated that the phosphorus introduced will be a low concentration. Thrasher compared the concentration provided with the existing phosphorus residual at the wastewater plant, and it appears that the number would be below 6 mg/l, which is a common limit imposed when phosphorus is present.

This item has been tabled at the request of the Chairman.

MOTION to TABLE Agreement for Phosphate Removal was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE CONTRACT 2 PAVING RESOLUTION**

Thrasher has discussed with Tom Brown and John Workman regarding paving. It is Thrasher's recommendation to remove the remainder of the paving work from Glenn Johnston's contract. WVDEP will allow the City to take back the remainder of their funds so they can be applied to the City's paving contract.

MOTION to APPROVE Contract 2 Paving Resolution was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE THE SUN VALLEY PSD PHASE IIIB SANITARY SEWER EXTENSION**

This item has been tabled at the request of the Chairman.

MOTION to TABLE the Sun Valley PSD Phase IIIB Sanitary Sewer Extension was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE THE SALARY SCHEDULE FOR FY 2022-2023**

Council passed a COLA increase for 1% for department heads, 2% for employees making over \$50,000 and 3% for employees making under \$50,000. Sanitary Board is paying 25% of two salaries in the finance department, 25% of the city manager's salary and 25% of the MS4 officer's salary.

MOTION to APPROVE the Salary Schedule for FY 2022-2023 was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE THE BUDGET FOR THE SANITARY BOARD REVENUE FUND FOR FY 2022-2023**

The annual budget for the Revenue Fund is decreased down to \$4,969,750.00 which includes a carryover of \$275,000.00.

MOTION to APPROVE the Budget for the Sanitary Board Revenue Fund for FY 2022-2023 in the amount of \$4,969,750.00 was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE THE BUDGET FOR THE SANITARY BOARD R&R FUND FOR FY 2022-2023**

The R&R Budget has \$425,000.00 budgeted for the Tolley Drive Storm Water Project, \$150,000.00 budgeted for line cleaning and a carryover of \$640,000.00. The total budget amount would be \$760,250.00.

MOTION to APPROVE the Budget for the Sanitary Board R&R Fund for FY 2022-2023 in the amount of \$760,250.00 was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE BUDGET REVISION FOR THE REVENUE ACCOUNT FOR FY 2021-2022**

MOTION to Approve the Budget Revision For The Revenue Account For FY 2021-2022 in the amount of \$5,120.619.00 was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

- **CONSIDERATION TO APPROVE BUDGET REVISION FOR THE R&R ACCOUNT FOR FY 2021-2022**

MOTION to APPROVE the Budget Revision for the R&R Account for FY 2021-2022 in the amount of \$939,262.00 was made by Mark Linville and **SECONDED** by Joseph Spatafore and **UNANIMOUSLY APPROVED**.

CONSIDERATION OF REPORTS:

Mark Kiddy, Interim Chairman: Absent.

Mark Linville, Vice Chairman: No report.

Joseph Spatafore, Secretary: No report.

Kim Karakiozis, Treasurer: Ms. Karakiozis stated that the Revenue Fund is \$60,885.03. The R&R Fund's current balance is \$647,974.37. Dave Shriver from Tetrick & Bartlett is still working on the calculations for sewer rate increases. We received a letter from the PSC that our 2021 Annual Report has been reviewed and no comments have been made.

Drew Eddy, Supt. W.W.T.P: The Discharge Monitoring Report (DMR) was submitted for the Month of May 2022 with no violations to report. The process treated approximately 295 million gallons of wastewater. The plant received 233,900 gallons of septage. The plant brought in total \$14,346.71 from all sources. Once 2022-2023 begins we will schedule to have the smokestack removed and CL2 and SO2 steps repaired. This will eliminate 3 Major Safety Issues we have. Inspections on various tanks have begun. If we can save \$1million from the Phosphate Treatment. We could possibly use that money to upgrade the current press, conveyor system, and removal of the lime silo. The Collection System report for the Month of May 2022 is attached.

John Workman, Supt. Public Works: Absent.

James Cann, City Attorney: No report.

Dan Ferrell, The Thrasher Group: Absent.

Anthony Urgo, The Thrasher Group: Nothing further.

Tom Brown, City Engineer: Mr. Brown stated that he is concerned that Dave Shriver has not gotten back to the City regarding the rate increase.

Ashley Carr, Code Enforcement Director: Mr. Carr stated that there were a couple of MS4 violations.

Councilman Will Hyman: No report.

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

Mark Linville, Vice Chairman

Steve Pulice, Interim Chairman

Joseph Spatafore, Secretary

Approved