

Clarksburg Sanitary Board
Regular Meeting
July 11, 2023

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, July 11, 2023, at 3:30 P.M. at the Clarksburg Municipal Building, 2nd Floor, City Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Tiffany Fell, Chairman.

MEMBERS PRESENT:

Tiffany Fell, Chairman
Mark Linville, Vice Chairman
Frank Ferrari, Board Member

ALSO PRESENT:

Kim Karakiozis, Finance Director
Anthony Urgo, The Thrasher Group
Dan Ferrell, The Thrasher Group
Will Hyman, City Council Representative
Drew Eddy, Superintendent – WWTP
Tom Brown, City Engineer
Ashley Carr, Code Enforcement Director
Kelly Lanza, Recording Secretary
Tim Stranko, Sanitary Board Attorney

ABSENT:

John Workman, Sup. Public Works

With roll call taken upon arrival, Tiffany Fell, Chairman called the meeting to order.

MOTION to APPROVE JUNE 13, 2023, MINUTES was made by Frank Ferrari and **SECONDED** by Steve Pulice and **UNANIMOUSLY APPROVED.**

DISCUSSIONS/UPDATES:

MILFORD STREET AREA UPGRADES (T20-11053)

- Still working through reducing change order with contractor.
- Easement progress is ongoing.

ARLINGTON SEWER EXTENSION (020-10146)

- Still awaiting final approval letter for facility plan from WVDEP.
- Working on securing the loan for matching Army Corps funds.
 - Tom Aman is working with Dave Shriver.
 - Dan received notice from Army Corps right before meeting that the loan amount can be reduced. We will work with Kim Karakiozis, Army Corps and Tom Aman.

LTCP PHASE V-A (T20-11065)

- The facilities plan for the project was submitted to WVDEP for review last month.
 - Preliminary comments from WVDEP were provided during the WVIJDC review and were addressed prior to the WVDEP submission.
 - No further comments have been received and we are awaiting final approval.
- The Engineering Agreement for the project was approved at the June 13th Sanitary Board meeting and design for the project has kicked off.

LTCP PHASE V-B (T20-11082)

- A preliminary engineering report was submitted to WVIJDC for review on June 10, 2023.
 - The report will be reviewed by WVIJDC Technical Committee later this month.
 - Following the WVIJDC comment period and approval, Thrasher will modify the report to conform to WVDEP's facilities plan format and submit the report to WVDEP for review.
- Members of the Sanitary Board and Water Board met to discuss current projects versus WVDOH's paving schedule.
 - WVDOH's paving plan currently includes Pike and Main streets between Marshall and South Chestnut, which should be paved no later than Spring 2025.
 - The construction timeline for the storm sewer separation near Notre Dame High School may be accelerated to save the projects some money on paving.
- Thrasher has prepared an engineering agreement in WVDEP format for the planning, design, bidding, construction, and special services for the LTCP Phase V-B project.

CONSIDERATIONS:

- **PHASE V-B LTCP ENGINEERING AGREEMENT**

This item has been **TABLED** until the next meeting, August 8, 2023.

MOTION to TABLE was made by Tiffany Fell and **SECONDED** by Frank Ferrari and **UNANIMOUSLY APPROVED**.

CONSIDERATION OF REPORTS:

Tiffany Fell, Chairman: No report.

Mark Linville, Vice Chairman: No report.

Mr. Ferrari, Board Member: Mr. Ferrari had no report but welcomed Tim Stranko as the new Sanitary Board attorney.

Kim Karakiozis, Treasurer: Ms. Karakiozis attached copies of the Summary Revenue & Expense Reports for both the Revenue and Sanitary Board R&R Funds for the months of June 2023. 100% of the budget year was completed as of June 30. Total revenues ended at 96.24% of

the total budget and expenditures ended at 93.64%. We spent less than we brought in by \$138,248. The carryover balance in the Revenue account is \$583,716.92. The carryover in the Revenue Fund exceeds the proposed carryover balance of \$300,000 by \$283,716.92. Conversely, the carryover for the R&R account is less than the proposed number of \$550,000 by \$148,995.79. These balances will be updated on the first budget revision within the next month or two and other changes will be made to ensure balanced budgets for both funds.

Drew Eddy, Supt. W.W.T.P: The Discharge Monitoring Report (DMR) will be submitted for the Month of June 2023 with no violations to report. The process treated approximately 181 million gallons of wastewater. We took in 191,220 gallons of Septage. Generated \$9,103.60 in Revenue from all Sources. Michel INC. is set to begin working on the 2nd phase of the Thickener upgrade beginning July 24th. During this time, we will not be able to except Haulers. Letters to Haulers were sent out today July 11th informing them. Work will take approximately a month to complete. #2 VFD to our Main Raw Pump #2 has failed. We now have #2 Raw Pump running on #1 VFD. Anthony from Thrasher will be bringing a sales rep from C2G to the plant later this week and to get a quote on a new VFD. The top coupler on the Main gate Stem failed and separated July 10th. Called Anthony from Thrasher. Breckenridge could not make it out to try and repair it. Anthony called Michel INC and we were able to repair coupler. Breckenridge is in contact with Waco and going to redesign that coupler and replace it. All work is under warranty. WV DEP started their 2-year inspection on the plant today. They will split samples with us as well during these 2 days. WV DEP will be here July 18th to do the inspection on our Pretreatment program as well.

John Workman, Supt. Public Works: Absent.

Tim Stranko, Sanitary Board Attorney: Mr. Stranko thanked the city for the opportunity to serve them. He stated that he visited the WWTP and needs to follow up with John Workman to see the workings of the sewer system from the Public Works side.

Dan Ferrell, The Thrasher Group: Nothing further to report.

Anthony Urgo, The Thrasher Group: No report.

Tom Brown, City Engineer: Mr. Brown stated there was a sewer issue on Sycamore Street. For now, we are doing a temporary fix but will need funding in the future to permanently fix the problem.

Ashley Carr, Code Enforcement Director: Mr. Carr stated that the WV DEP will be doing an inspection the next week.

Will Hyman, Councilman: No report.

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

Tiffany Fell, Chairman

Mark Linville, Vice Chairman

Frank Ferrari, Board Member

Approved