

Clarksburg Sanitary Board
Regular Meeting
August 8, 2023

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, August 8, 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
Anthoney 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
John Workman, Sup. Public Works

ABSENT:

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

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

DISCUSSIONS/UPDATES:

MILFORD STREET AREA IMPROVEMENTS CONSTRUCTION

- Submittals are starting to come in.
- Easement progress is ongoing and will be complete prior to contractor mobilizing.

ARLINGTON SEWER EXTENSION (020-10146)

- Received Facilities Plan approval from WVDEP.
- Working on securing the loan for matching Army Corps funds.
 - Tom Aman is working with Dave Shriver.

LTCP PHASE V-A (T20-11065)

- The facilities plan for the project was submitted to WVDEP for review in June. No comments have been provided and verbal approval was given last month.
- Design for the project is underway.

- Anthony met with Drew to discuss plan upgrades and review existing information.
- Aerial mapping has been ordered to lay out the storm sewer separation and new river crossing for the interceptor.
 - Field design and supplementary survey will begin after mapping is completed.
 - Mapping is anticipated to be completed by next Friday (8/18).
- Additional funding for Phase V-A is on the agenda for WDA on Thursday (8/10).
 - Dan Ferrell plans to attend the WDA meeting.

LTCP PHASE V-B (T20-11082)

- A preliminary engineering report was submitted to WVIJDC for review on June 10, 2023.
 - The WVIJDC Technical Committee reviewed the report and commented on the funding scenario but was otherwise accepting of the project.
 - Thrasher is working on a revised funding scenario.
 - Following the WVIJDC 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 paving of:
 - Pike between Sycamore and Maple
 - Main between South Chestnut and Marshall Streets
 - Paving will be bid no later than August 2025 and paved Fall 2025
 - The construction timeline for the storm sewer separation near Notre Dame High School will be accelerated to save the projects some money on paving.

CONSIDERATIONS:

- CONSIDERATION OF ADOPTION BY THE BOARD OF A PETITION OF THE SANITARY BOARD WHICH WOULD REQUEST THE CITY OF CLARKSBURG ISSUE SEWER DESIGN REVENUE BONDS, SERIES 2023 A TO AUTHORIZE THE DESIGN AND PRECONSTRUCTION ACTIVITIES FOR ADDITIONS, BETTERMENTS AND IMPROVEMENTS TO THE PUBLIC SEWER SYSTEM.

MOTION to APPROVE was made by Frank Ferrari and **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED.**

- CONSIDERATION OF ADOPTION BY THE BOARD OF A SWEEP RESOLUTION WHICH WOULD AUTHORIZE MONTHLY ELECTRONIC TRANSFER OF FUNDS TO THE MUNICIPAL BOND COMMISSION IN AMOUNTS SUFFICIENT TO PAY THE MONTHLY DEBT SERVICE ON THE SEWER DESIGN REVENUE BONDS, SERIES 2023 A AND OTHER RELATED COSTS.

MOTION to APPROVE was made by Frank Ferrari and **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED.**

- **CONSIDERATION OF AWARD OF BID FOR PURCHASE OF CHEMICALS (LIQUID CHLORINE, SULFUR DIOXIDE AND SODIUM PERMANGANATE) FOR THE CLARKSBURG WASTEWATER TREATMENT PLANT**

1. Award bid for Chlorine to Brenntag Mid-South, Inc. at \$79.50 per hundred weight.
2. Award bid for Sulfur Dioxide to Citcowater at \$67.65 per hundred weight.
3. Award bid for Sodium Permanganate to Brenntag Mid-South, Inc. at \$14.495 per gallon.

MOTION to APPROVE was made by Frank Ferrari and **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED**.

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

Tim Stranko stated that he sent a memo to members of the Board on July 17th with his suggestions on changes to the agreement. The primary change was to have a project representative on site at all times and Mr. Ferrell agreed to that change. Mr. Stranko recommended that the Sanitary Board approve the contract as amended.

MOTION to APPROVE was made by Frank Ferrari and **SECONDED** by Mark Linville and **UNANIMOUSLY APPROVED**.

CONSIDERATION OF REPORTS:

Tiffany Fell, Chairman: No report.

Mark Linville, Vice Chairman: No report.

Mr. Ferrari, Board Member: Mr. Ferrari asked Kim Karakiozis if we needed to wait until the next Sanitary Board meeting regarding the proposals from the banks for the purchase of not more than \$1,500,000 in aggregate principal amount of tax-exempt, bank qualified Sewer Design Revenue Bonds. She stated that we did not, and Tom Aman had it on the schedule for the next City Council meeting.

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 July 2023. We have completed 8.33% of the budget year and total revenues were at 7.25% of the total budget and expenditures were at 8.20%. The current balance in the Revenue account is \$358,525.49 and the current balance of the R&R account is \$410,756.26. On August 4, Requests for Proposals (attached) were emailed to thirteen (13) banks within the State for funding for the Arlington Sewer Extension Project. Proposals are due back by Monday, August 14 at 3 pm. A Notification of Intent to Pursue a Sewerage System Improvement Project (attached) will be sent to all customers in the area of the Arlington Sewer Extension Project via the Water Bill to be mailed on August 14, 2023.

Ms. Karakiozis stated that she received a call from the City of Stonewood to see if they could get pool adjustments. She reached out to Tim Stranko regarding this request. Mr. Stranko said he

would prepare a draft stating that only adjustments would be made to residents of the city, not satellite customers.

Drew Eddy, Supt. W.W.T.P: The Discharge Monitoring Report (DMR) will be submitted for the Month of July 2023 with no violations to report. The process treated approximately 230 million gallons of wastewater. We took in 140,750 gallons of Septage. Generated \$7,471.70 in Revenue from all Sources. The Thickener upgrade is complete and is back in service. We began receiving Haulers 8/8/2023. Michel INC. completed the job 2 weeks ahead of schedule. #1 Raw pump is being reassembled and hopefully be delivered this week or next. Our new security camera system was installed. Our yearly toxicity tests will take place in the coming weeks as well as the ERA national testing has begun.

John Workman, Supt. Public Works: No report.

Tim Stranko, Sanitary Board Attorney: Mr. Stranko stated that he would like to draft a Leak Adjustment Policy. The PSC rules state that we should have it in our tariff. We do not have it in our tariff.

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

Anthony Urgo, The Thrasher Group: No report.

Tom Brown, City Engineer: Mr. Brown stated that the slip at Brickside has a plugged 42” pipe. We may have an emergency meeting due to the change order being significantly higher than anticipated. The project is being funded through the R&R Fund.

Ashley Carr, Code Enforcement Director: No report.

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