

WINFIELD SANITARY BOARD

MINUTES

JANUARY 27, 2010

On January 27, 2010 at 7:00 p.m. the regular monthly meeting of the Winfield Sanitary Board was called to order by Chairman, Ronald C. Stone, at Winfield Town Hall, 1 Main Street, Winfield, West Virginia.

ATTENDANCE

Those attending: Ronald C. Stone, Rod Burns and Dustin Sawyers; members.
Others present: Jackie Hunter, Recorder, Bill Harper, Sewer Plant Manager, Gloria Chapman, staff; Ashok Sanghavi and Jesse Parker of S & S Engineers, Inc., and Attorney Tim LaFon.

PUBLIC None.

MINUTES – Approval –December 3, 2009. The minutes of the December 3, 2009 meeting were approved on a motion made by Dustin Sawyers and seconded by Rod Burns. Motion carried.

FINANCIAL

Bills paid – The bills paid for December 2009 were approved on a motion made by Rod Burns and seconded by Dustin Sawyers. Motion carried.

Financial Review – Income/Expenses. The financial statements for October and December 2009 were approved with the understanding that the “Balance to Surplus” figures for the month were inflated because of the debt forgiveness portion of the sewer project grant income. The financial statements for October and December 2009 were approved with the afore-stated understanding upon a motion made by Rod Burns and seconded by Dustin Sawyers. Motion carried.

Billing Adjustments – Motion was made by Dustin Sawyers to approve customer billing adjustments for the month of December 2009 in the amount of \$ 951.43, and seconded by Rod Burns. Motion carried.

REPORTS

Chairman – Mayor Stone reported that he had been interviewing candidates to fill the vacant position at the sewer plant.

Staff Reports – Bill Harper reported that two pumps had gone down and had to be sent for repair; one at Winfield Way and one at the High School.

OLD BUSINESS

Wastewater System Improvements Project – Report. Jesse Parker of S & S Engineers reported that Rover Construction went to install a gravity line at Larabee Lane that goes under Route 817. When they began to dig down to replace the line, they ran into ground water. Rover sent a change order request to S & S Engineering asking permission to install a well point system (various wells (holes) that the water can drain into and then be pumped out with a sump pump) at a cost of \$ 47,600.00. Mr. Parker denied this request stating that the Contractor is responsible to inspect the site and carry out any investigations necessary prior to bidding as per the “Information for Bidders and General Conditions” guide. Attorney Tim LaFon agreed with Mr. Parker’s denial of the request. Mr. Parker reported that he has not heard back from Rover Construction regarding this matter. Jesse presented the Progress Report from Rover Construction dated December 18, 2009, which states that the project is now 55% complete.

2ND Stimulus Package – Sanitary Sewer Project – Replacement of old manholes and sewer lines in the Old Town area. Mayor Stone reported that the legal ad for solicitation of engineering services proposals was placed in the paper, but unfortunately, the second week’s ad ran two days after the due date to submit the bids. Therefore, we had to start over and run the ads again. The first ad ran January 25 and the second will be February 1, with a due date to submit bids by February 25, 2010.

NEW BUSINESS

Approval – Draw #5, Wastewater Construction Project. Jesse Parker of S & S Engineers presented to the Board, Rover Construction’s Periodic Pay Estimate No. 4 in the amount of \$ 158,925.59 and Draw #5 in the amount of \$ 162,496.00. Payments from Draw #5 are as follows:

- | | | |
|-----------------------|---------------|---------------------|
| 1. Rover Construction | \$ 158,926.00 | (Pay Estimate No.4) |
| 2. S & S Engineers | 3,570.00 | (Inspection) |

Motion was made by Dustin Sawyers to approve the Periodic Pay Request No. 4 and Draw #5 in the amount of \$ 162,496.00; Rod Burns made a second. Motion carried.

Sewer odor – 44 Riverdale. Bill Harper reported that this has been a recurring problem. Putnam PSD came and ran a camera through the line, but it seemed to get stuck in a certain area; indicating that solids are accumulating in that area. Mr. Sanghavi stated that the line would probably have to be replaced. After much discussion, it was agreed to keep monitoring this area and keep this item on the Agenda.

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GOOD OF THE ORDER. Nothing.

ADJOURNMENT

Motion was made by Dustin Sawyers to adjourn at 8:03 p.m., seconded by Rod Burns.

Ronald C. Stone, Chairman

Gloria Chapman, Secretary