

WINFIELD SANITARY BOARD

MINUTES

October 6, 2011

On October 6, 2011 at 7:00 p.m. the regular monthly meeting of the Winfield Sanitary Board was called to order by Chairman Randy L. Barrett, at Winfield Town Hall, 1 Main Street, Winfield, West Virginia.

ATTENDANCE

Those attending: Randy L. Barrett, Chairman, Rod Burns, and Kevin Karnes, members.

Others present: Gloria Chapman, Secretary and Jesse Parker of S & S Engineers. Bill Harper was absent. Attorney Tim LaFon joined the meeting via telephone conference.

PUBLIC Mr. John Stump of Steptoe & Johnson was present to discuss our last audit from the WV State Tax Department and the way they reported the stormwater debt forgiveness on our books. The Auditor's Office stated that we had to carry the debt forgiveness on our books for ten years as debt, and Mr. Stump feels that is incorrect, and he will speak to them regarding changing their findings on our audit.

MINUTES The minutes of the September 1, 2011 meeting were approved on a motion made by Kevin Karnes and seconded by Rod Burns. Motion carried.

FINANCIAL

Bills paid – The bills paid for September 2011 in the amount of \$ 39,553.47 were approved on a motion made by Rod Burns and seconded by Kevin Karnes. Motion carried.

Financial Review – Income/Expenses. The financial statement for September 2011 was approved on a motion made by Rod Burns seconded by Kevin Karnes. Motion carried.

Billing Adjustments – The billing adjustments for September 2011 in the amount of \$ 508.38 were approved on a motion made by Rod Burns and seconded by Kevin Karnes. Motion carried.

REPORTS

Chairman – comments/reports. Mayor Barrett stated that he had nothing to address under reports.

Staff Reports. Nothing.

OLD BUSINESS

Garage – sewer plant. Mayor Barrett presented to the Board members various estimates for the work necessary to insulate and make the necessary upgrades to the garage at the sewer plant to ensure it will be heated and air-tight in order to house our equipment. He presented an estimate from McDaniel Electric for the installation of two heaters and the lights needed for the garage at a price of \$ 5,500.00. Motion was made by Kevin Karnes and seconded by Rod Burns to approve the lights and heaters installed for \$ 5,500.00.

The Mayor also presented a proposal from Mt. State Foam Insulation to spray 3” of foam insulation on the ceiling and 2” on the exterior walls of the garage for \$ 9,856.00; the price includes all labor, material and equipment necessary. Motion was made by Rod Burns to accept Mt. State Foam’s proposal to insulate the garage for \$ 9,856.00; Kevin Karnes seconded the motion. Motion carried. The Mayor stated that he contacted Sky Insulation for a quote also, but the quote was not at the prevailing wage rate. When the Mayor asked them to resubmit their quote with prevailing wage rates, they never got back with him.

Mayor Barrett also presented a proposal from TNT Garage Doors for \$ 6,792.00 to furnish two ribbed steel insulated garage doors with opener for the garage. Price includes all labor, materials and wiring to install the doors. Motion was made by Rod Burns to approve the installation of the garage doors by TNT Garage Doors for \$ 6,792.00. Kevin Karnes seconded the motion; motion carried.

Lastly, the Mayor also presented to the Board a proposal from McDaniel Electric for \$ 3,750.00 to install a chlorine room at the wastewater plant. Motion was made by Rod Burns to approve the installation of the chlorine room for \$ 3,750.00. Kevin Karnes seconded the motion. Motion carried.

Test results – DEP violation. Mayor Barrett presented a recap sheet showing the ammonia nitrogen test results from May 13 to September 22, 2011. The test results show dramatic improvement beginning in August, (after the new aerators were installed) with effluent results dropping from the 20 – 40 mg/l range down to 3 - .6 mg/l range. The Mayor stated that we would continue weekly testing for the next month or so to make sure our results meet DEP requirements.

NEW BUSINESS

Emergency generator installation. Jesse Parker of S & S Engineers presented a proposal from McDaniel Electric for installation of two generators at the wastewater plant and upgrading the wiring for \$ 21,450.00. Motion was made by Kevin Karnes and seconded by Rod Burns. Motion carried.

New Business (Cont'd.)

Wastewater System Improvements Project – Draw #18. Jesse Parker of S & S Engineers presented to the Board Draw #18 in the amount of \$ 55,883.00, which consisted of an invoice from McDaniel Electric for \$ 48,915.00 for the generators and an invoice from S & S Engineers for \$ 10,800.00 for design engineering. Jesse stated that there was only \$ 48,083 left of the ARRA funds, and the Town agreed to pay the difference of \$ 3,832.00 from the Sanitary Board for the generators. Motion was made by Rod Burns and seconded by Kevin Karnes to approve Draw # 18 in the amount of \$ 55,883.00. Motion carried. Motion was also made by Rod Burns to approve the payment of \$ 3,832.00 from the Sanitary Board for the balance due on the generators. Motion was seconded by Kevin Karnes. Motion carried.

GOOD OF THE ORDER The Mayor reported that we will be going to contract with Oliver Fuels in St. Albans to supply the diesel fuel to run the generators. He also stated that we were going to try to sell the old generators.

ADJOURNMENT

Motion was made to adjourn by Kevin Karnes at 8:22 p.m. until the next regularly scheduled meeting on November 3, 2011 at 7:00 p.m.

Randy L. Barrett, Chairman

Gloria Chapman, Secretary