

# WINFIELD SANITARY BOARD

## MINUTES

JULY 7, 2011

On July 7, 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 and Rod Burns. Kevin Karnes was absent.

Others present: Gloria Chapman Secretary, Bill Harper, staff and Ashok Sanghavi and Jesse Parker of S & S Engineers, Inc.

**PUBLIC** None.

**MINUTES** The minutes of the June 2, 2011 meeting were approved on a motion made by Rod Burns and seconded by Gloria Chapman. Motion carried.

### **FINANCIAL**

**Bills paid** – The bills paid for June 2011 in the amount of \$ 39,939.80 were approved on a motion made by Rod Burns and seconded by Gloria Chapman. Motion carried.

**Financial Review – Income/Expenses.** The financial statement for June 2011 was approved on a motion made by Rod Burns and seconded by Gloria Chapman. Motion carried.

**Billing Adjustments** – The billing adjustments for June 2011 in the amount of \$ 154.25 were approved on a motion made by Rod Burns and seconded by Gloria Chapman. Motion carried.

### **REPORTS**

**Chairman – comments/reports.** Mayor Barrett had nothing to report.

**Staff Reports** – Bill Harper reported that they now have four 25hp aerators and two 5 hp aerators and they are all working properly. He also reported that the ammonia readings continue to decrease. Mayor Barrett instructed him to keep doing the weekly readings for the next month or so, to determine if the ammonia problems have been corrected.

## **OLD BUSINESS**

**Wastewater System Improvements Project – Draw #17.** Jesse Parker of S & S Engineers requested that the Chairman address the “New Business” first, since the Resolution has to be moved upon and approved before Draw #17 can be approved.

Gloria Chapman then read the Resolution of the Winfield Sanitary Board which authorized Mayor Randy L. Barrett to act upon and sign on behalf of the Winfield Sanitary Board on any and all federal and state actions as they relate to planning, design and/or construction of the wastewater facilities.

Motion was made by Rod Burns and seconded by Gloria Chapman to authorize Randy L. Barrett to sign all such documents relative to the wastewater facilities on behalf of the Winfield Sanitary Board, but only upon approval by the governing body of such documents.

Jesse Parker then reported to the Board that the generators from McDaniel Electric will not be in until the end of September, or possibly longer. He then presented Draw #17 for the wastewater project in the amount of \$ 10,250.00; which was the final invoice from Precision Pump for the four spare pumps. Motion was made by Rod Burns to approve Draw #17 and Gloria Chapman made a second. Motion carried.

**Sewer service request – 3639 Winfield Road.** Jesse Parker reported that Mr. Drew Garnes came into Town Hall and left an erosion and sediment chart plan of the property, which was not what Jesse requested. At the last meeting, the Jehovah’s Witness members and their attorney, Alex Flores were instructed to present a set of plans showing their proposed development and where they intend to connect sewer service. Jesse called and left Mr. Garnes a voice mail stating that the documents he turned in were not adequate. He has not heard from him since that message.

## **NEW BUSINESS**

**Winfield car wash sewer service.** Mayor Barrett reported that the Winfield Car Wash has cancelled their service with WV American Water, and therefore, have not had anything but a minimum sewer bill; which we not is not accurate. He reported that he spoke with Mr. Jeff Smith and he requested a flat monthly fee. The Mayor told him that the Sanitary Board would have to review the situation and make a determination. After much discussion, Mayor Barrett instructed Attorney Tim LaFon to draft a letter to Mr. Smith informing him that he had thirty days to get a flow meter installed on his well that we could have access to it in order to read monthly; and that our engineer would have to be present to supervise the installation of that meter. He then would be billed on the amount of gallons of water going into our sewer lines for treatment.

**GOOD OF THE ORDER**

Mayor Barrett discussed with the Board the necessity of a new garage at the sewer plant. No firm decision was made.

**ADJOURNMENT**

Motion was made to adjourn by Rod Burns at 8:03 p.m. until the next regularly scheduled meeting on August 4, 2011 at 7:00 p.m.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary