

# WINFIELD SANITARY BOARD

## MINUTES

AUGUST 11, 2011

On August 11, 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.

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 July 7, 2011 meeting were approved on a motion made by Rod Burns and seconded by Kevin Karnes. Motion carried.

### **FINANCIAL**

**Bills paid** – The bills paid for July 2011 in the amount of \$65,433.03 were approved on a motion made by Kevin Karnes and seconded by Rod Burns. Motion carried.

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

**Billing Adjustments** – The billing adjustments for July 2011 in the amount of \$ 257.57 were approved on a motion made by Rod Burns and seconded by Kevin Karnes. Motion carried.

### **REPORTS**

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

**Staff Reports** – Bill Harper reported that everything was running well, and they have been spending their time making repairs to lines to remedy the I & I problems that we have been experiencing. He stated that they discovered clean-out at Connie Lane that had roots growing in it, because the cable company hit our line when they were running cable lines and they repaired that. Also while camera testing the lines and investigating a sink hole at Wynfield Way, they discovered a large amount of infiltration which was caused by someone who apparently wanted a sewer tap, but changed their mind, and put vinyl siding over it, then concreted around it. Mayor Barrett stated that they should

### **Staff Reports (Cont'd.)**

keep trying to identify all the I & I areas, and we could possibly have C.J. Hughes give us an estimate on repairing the ones that would be difficult for our employees to repair.

### **OLD BUSINESS**

**Sewer service request – 3969 Winfield Road.** Jesse Parker of S & S Engineers reported that he finally received a drawing from the Jehovah's Witnesses that he could approve for sewer service. A letter was sent to them stating that sewer service would be approved contingent upon the following:

- A grinder pump station and forcemain would have to be installed at their expense and the City of Winfield would not take ownership of them and they would be responsible for the operation and maintenance of each.
- Connection to the existing manhole must be supervised by the city.
- They must provide us with a copy of the WV Health Dept. approval.

**Garage – sewer plant.** The Mayor stated that if we are going to purchase the jetter, it definitely needs to be stored in a heated building. A new building would be very expensive to build; and he was in favor of cleaning out the existing building and spraying it with foam insulation and installing heaters to it, instead of spending the money for a new building. After discussion, motion was made by Kevin Karnes to get estimates for spraying insulation and installing heaters in the existing building. Rod Burns seconded the motion; motion carried.

**Car wash – flow meter.** Mayor Barrett reported that a flow meter had been installed on the car wash so that we would know how much water they were using. Also, they have an opening in the door so that we can read the meter without having to have access to their equipment and any liability associated with that. Bill Harper will read the meter monthly from now on.

### **NEW BUSINESS**

**Work hours – four day work week.** Mayor Barrett reported that our maintenance workers, Bill Harper, John Hodges and Jason Blankenship have asked permission to work a four day work week. Mayor Barrett stated that it would definitely cost the city 2 hours of overtime so that one person could come in and check stations just as they do on Saturday and Sunday; however, it would be four days each month that city vehicles wouldn't be driven, etc. The Mayor also stated that if approved by the Sanitary Board, it would then have to go to the Town Council for approval, since they work as town

maintenance workers also. Kevin Karnes made a motion to approve the four day work week, contingent upon approval by the Town Council also; Rod Burns seconded the motion. Motion carried.

## **GOOD OF THE ORDER**

## **ADJOURNMENT**

Motion was made to adjourn by Kevin Karnes at 8:47 p.m. until the next regularly scheduled meeting on September 1, 2011 at 7:00 p.m.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary