

WINFIELD SANITARY BOARD

MINUTES

December 6, 2012

On Thursday, December 6, 2012 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, One Main Street, Winfield, West Virginia.

ATTENDANCE

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

Others present: Gloria Chapman, Secretary and Bill Harper, Wastewater Plant Manager.

PUBLIC None.

MINUTES Hearing no objections, the minutes of the November 1, 2012 were approved on a motion made by Rod Burns. Motion carried.

FINANCIAL

Bills paid – The bills paid for November 2012 in the amount of \$ 37,393.20 were approved on a motion made by Kevin Karnes. Motion carried.

Financial Review – Income/Expenses. The financial statement for November 2012 was approved on a motion made by Rod Burns. Motion carried.

Billing Adjustments – The billing adjustments for November 2012 in the amount of \$ 58.22 were approved on a motion made by Rod Burns. Motion carried.

REPORTS

Chairman – comments/reports. Mayor Barrett stated that he check with Tim LaFon, City Attorney, and we are required by State Code to have an engineer on the Sanitary Board when we have a construction project going on.

Staff Reports. Bill Harper, Plant Manager reported that current reading for ammonia was 7.44 which was taken November 13, 2012. He stated that he would continue to monitor the ammonia levels.

OLD BUSINESS

Harry Teare – PSC complaint. Bill Harper reported that we have not had enough rain to thoroughly check the problem.

NEW BUSINESS

Add overflow line from first lagoon to second lagoon. Mayor Barrett reported that Bill Harper and crew had installed the 8" line from the first lagoon to the second lagoon.

Jason Blankenship resignation/advertise for new employee. Mayor Barrett reported that Jason had resigned effective December 20, 2012 due to personal problems. He stated that he would have attorney Tim LaFon write a newspaper ad to advertise for a replacement for Jason. After discussion, motion was made by Rod Burns to set the starting rate of pay for his replacement at \$ 12.00/hour. Motion carried.

RFP's for new engineering firm for Sanitary Wastewater treatment . After reviewing all of the proposals submitted, motion was made by Kevin Karnes to interview the following three firms, Terradon Engineers, Triad Engineering and Chapman Technical Group on December 12, 2012 beginning at 6:30 p.m. Motion carried.

GOOD OF THE ORDER

ADJOURNMENT

Motion was made to adjourn by Rod Burns at 7:42 p.m. until the next regularly scheduled meeting on February 7, 2012 at 7:00 p.m.

Randy L. Barrett, Chairman

Gloria Chapman, Secretary