

**WINFIELD SANITARY BOARD  
SPECIAL MEETING**

**MINUTES**

**April 13, 2017  
7:00 p.m.**

On Thursday, April 13, 2017 at 7:07 p.m. the special meeting of the Winfield Sanitary Board was called to order by Chairman Randy L. Barrett, at Winfield City Hall, 12248 Winfield Road, Winfield, West Virginia.

**ATTENDANCE**

Those attending: Chairman Randy Barrett, Clarence Litton, and Rod Burns, members.

Others present: Bill Harper, Plant Manager, Gloria Chapman, Secretary, City Attorney Tim LaFon and Greg Belcher of Chapman Technical Group.

**PUBLIC**

City Councilman Ryan Powers and Recorder Jackie Hunter were present.

**MINUTES**

Hearing no questions or objections, the minutes of the March 2, 2017 meeting were approved.

**FINANCIAL**

**Bills paid – F1 for March 2017.** Hearing no objection, the bills paid for the month of March in the amount of \$ 60,621.12 were approved.

**Financial Statements – F-2 for March 2017.** The financial statement for March 2017 was approved without objection.

**Adjustments F-3 for March 2017.** The adjustments for February 2017 in the amount of \$ 1.94 were approved without objection.

**REPORTS**

**Chairman – comments/reports.**

Mayor Barrett had nothing to report.

**Staff Report.** Plant Manager Bill Harper reported that the ammonia reading for March was 16.9 mg/L, which is well below the required limit.

## **UNFINISHED BUSINESS**

### **Chapman Technical's report regarding new wastewater treatment plant.**

Greg Belcher of Chapman Technical provided the members with two handouts, the first being the "Preliminary Opinion of Probable Project Cost" for the new wastewater plant and the second, "SBR Treatment Plant Probable Construction Costs". Mr. Belcher explained to the members that on February 6, 2014 when he prepared the original estimate for construction costs of the plant, he used construction budget costs that were from 2013, which made the estimate for construction of the SBR plant \$ 5,243,000. The second document showed the 2017 budget construction cost for the plant at \$ 8,371,743; which is \$ 3,128,743 increase, which would push the total project cost to \$ 10,921,617. Therefore, he suggested to the Board that they should make a recommendation to City Council to go back to the PSC to change the approved rate increase on the second part that increases when construction is finished to cover these additional costs. He stated that it would be better to ask for an increase and have enough money to cover the construction costs that to open the bids and find that all of them are more than we anticipated. He also explained that if you ask for a rate increase, and find that construction bids come in lower, you only implement enough of that approved rate increase to cover the construction costs. He explained if we don't ask for the money up front and then find out we need additional funding, it would stop the entire approval process and could delay the project by as much as 6 – 8 months. After many questions and deliberation, motion was made by Clarence Litton to make a recommendation to Council to amend the sewer rate increase to cover the total project cost of \$ 11,000,000. Motion carried.

**MS4 Storm Water Program.** Mayor Barrett reported that the legal ad for the 30-day public comment period was advertised in The Hurricane Breeze on April 13<sup>th</sup>.

## **NEW BUSINESS**

**Review new NPDES Permit for wastewater plant.** Mayor Barret report that Greg Belcher and Randy Blankenship of Chapman Technical review the permit and found and corrected errors regarding aluminum, zinc and copper limits.

**Change meeting date for May meeting.** After discussion, the May meeting date was set for May 8<sup>th</sup> at 7:00 p.m.

**GOOD OF THE ORDER**

Nothing.

**ADJOURNMENT**

Motion was made to adjourn by Rod Burns at 8:31 p.m. until the next meeting on May 8<sup>th</sup>.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary