

**WINFIELD SANITARY BOARD  
SPECIAL MEETING**

**MINUTES**

**September 7, 2017  
11:00 a.m.**

On Thursday, September 7, 2017 at 11:00 a.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 and Clarence Litton and Rod Burns, members.

Others present: Plant Manager, Bill Harper, Gloria Chapman, Secretary, and City Attorney, Tim LaFon. Also present were Tom Oxley, Jonathan Carpenter and Corey Smith of The Thrasher Group.

**PUBLIC**

None.

**MINUTES**

The minutes of the August 17th, 2017 meeting were approved with the correction of the motion dismiss was made by Clarence Litton.

**FINANCIAL**

**Bill Approval.** The bills paid for the month of August in the amount of \$ 67,709.98 were approved without objections.

**Income/Expense.** The financial statement for August was approved without objection.

**Adjustments.** The adjustments for the month of August in the amount of \$ 556.53 were approved without objection.

**REPORTS**

**Chairman – comments/reports.** The Mayor reported to the members that Thrasher took he and Bill Harper on a tour of two SBR plants and what they learned.

**Staff report.** Plant manager Bill Harper reported that the ammonia reading for August was 17.6 mg/L, and that he had not received results yet for September. Bill also stated that he had AAA Septic in to do routine maintenance of cleaning out the lift stations. The Mayor also reported that when the SBR plant is completed it will have a 600kw generator, and the 60 kw generator that we currently have can be moved to Woodbend Cove to keep that station pumping when we have power outages.

## **UNFINISHED BUSINESS**

**Thrasher Engineering's recommendation for new wastewater plant.** Jonathan Carpenter presented a revised design layout of the SBR plant to the Board and went over the various differences from Chapman's design, such as moving the headworks to avoid running such long runs of pipe. The presentation was very detailed with Jonathan explaining the workings of the SBR plant, and there was extensive discussion of the design and questions posed to Mr. Carpenter. The Mayor then asked Mr. Carpenter to give him some idea of the cost of future expansion of this plant as Winfield grows. Attorney Tim LaFon reminded Mr. Carpenter that our current consent order will expire in September 2018 and needs to be tied to our new Corrective Action Plan. After discussion, Tim LaFon said that he would contact WV DEP to get the Consent Order revised.

**Discuss MS-4 Program.** The Mayor stated that he received an email from David Parsons of WV DEP regarding MS4 training. He said he would forward it to Jonathan Carpenter to see if it something we need to attends.

## **GOOD OF THE ORDER**

The Mayor informed Jonathan Carpenter that he would put them on the City Council agenda to present their design plan for the new plant to the Council. He also stated that he would be on vacation the first Thursday in October so the next meeting would need to be changed. After discussion, the next Sanitary Board meeting was set for Thursday, October 19<sup>th</sup> at 7:00 p.m.

## **Adjournment.**

Motion was made by Clarence Litton at 12:04 p.m. to adjourn.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary