

**WINFIELD SANITARY BOARD  
SPECIAL MEETING**

**MINUTES**

**March 1, 2018  
10:00 a.m.**

On Thursday, March 1, 2018 at 10:03 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: Mayor Randy Barrett, Chairman; Clarence Litton and Rod Burns, members; and Jackie Hunter, City Recorder.

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

**PUBLIC**

Andrew Gordon, Missy Kester, Joseph Gonzalez, Meredith Craigo and David Johns of the Winfield Baptist Church present to discuss sewer backup in the Church.

**MINUTES**

The minutes of the February 12, 2018 meeting were approved as presented.

**FINANCIAL**

**Bill Approval.** The bills paid for the month of February in the amount of \$ 51,823.95 were approved without objection.

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

**Adjustments.** The adjustments for the month of November in the amount of \$ 1,580.76 were approved without objection.

**REPORTS**

**Chairman – comments/reports.** Nothing to report.

**Staff report.** Plant manager Bill Harper reported that the ammonia reading for January was 16.4 mg/L. Bill stated that we had a lot of rain last month, which doubled our flow for the month making it 11.5 million gallons, which has been our highest flow ever. Bill also reported that a pump at the riding rink lift station went bad and they had to change it out and send it for repair.

### **UNFINISHED BUSINESS**

**Thrasher Engineering's recommendation for new wastewater plant.** Jonathan Carpenter of The Thrasher Group reported that he had spoken with Jason Billups of WV DEP this morning regarding the plans that we submitted to them for our new plant, and he stated that we should be hearing back with their comments within a month. Jonathan also reported that he had spoken with Todd Dingess of Smith, Cochran and Hicks regarding financing options for the new plant and he indicated that he would like to have a "work session" meeting with the Sanitary Board regarding our options. Jonathan said he discussed with Todd the USDA Loan, the wrap loan scenario, the \$500,000 debt forgiveness for the Green Initiative which has to do with the retention pond. The Mayor then stated that he get approval for the storm water retention pond from the Municipal Building Commission. The Mayor then stated that he would also like to present the idea of the retention pond to the City Council, and get their approval also. Motion was then made by Clarence Litton to get Council approval. Motion carried.

Jonathan also reported that he made the changes to the General Services Agreement that Attorney Tim LaFon had issues with and presented three copies to Mr. LaFon for approval.

**Discuss MS-4 Program.** Mayor Barrett reported that since there has been so much rain and the regulation states that samples should be taken after it has been dry weather for 72 hours; therefore the first samples will be taken in March.

**Set date for next month's meeting.** After discussion, it was decided that the meeting would be set for March 1, 2018 at 10:00 a.m.

### **NEW BUSINESS**

**Wastewater backup in Winfield Baptist Church.** The Pastor, Daycare Director and staff of Winfield Baptist Church were present and they had Missy Kester present to the Board the series of events and their action taken on February 16, 2018, the date of the backup of sewerage into the church. Bill Harper and John Hodges responded with their findings when they arrived to handle the situation. After much discussion, it was determined that the final decision of fault would be up to the insurance companies to decide.

**High School Lift Station upgrades.** The Mayor reported the High School Lift station had some leaks in the plumbing and needed to be entirely upgraded. The Mayor stated that the station would be upgraded as part of the new wastewater plant, but we really couldn't wait, since this station was have problems now. He stated that the estimate on the rehab was \$ 80,890.00. After discussion; motion was made by Clarence Litton to go ahead with the rehab of the station for \$ 80,890.00 and to have The Thrasher Group advertise for bids to perform the work. Motion carried.

**Cellular Lift Station Monitor.** Plant Manager, Bill Harper presented literature from OmniSite on the XR50 Lift Station Monitor which would monitor and detect problems at the Plant Station by analyzing conditions and monitoring pump cycles, inflow, rainfall and pulses from the flow meter. When it detects a problem, a call will immediately go out to Bill. Bill stated that it was another step to ensure that problems are avoided and taken care of immediately. After discussion, motion was made by Rod Burns to purchase the OmniSite XR50 Monitor for a price of \$ 3,500. Motion carried.

### **GOOD OF THE ORDER**

Mayor Barrett asked the members if they wanted to meet during the day again next month, and discussion ensued regarding changing the meeting time to 10:00 a.m. on the first Thursday of each month. With unanimous agreement, motion was made by Rod Burns to change the Sanitary Board meeting to 10:00 a.m. on the first Thursday of each month. Motion carried.

### **Adjournment.**

Motion was made by Clarence Litton at 11:19 p.m. to adjourn.

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Randy L. Barrett, Chairman

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Gloria Chapman, Secretary