

**WINFIELD SANITARY BOARD
SPECIAL MEETING**

MINUTES

**November 7, 2018
10:00 a.m.**

On Thursday, November 7, 2018 at 10:00 a.m. the special meeting of the Winfield Sanitary Board was called to order by Mayor Randy Barrett, at Winfield City Hall, 12248 Winfield Road, Winfield, West Virginia.

ATTENDANCE

Those attending: Clarence Litton and Rod Burns, members; and Bill Harper, Plant Manager and Gloria Chapman, Secretary.

Others present: Jackie Hunter, City Recorder; and Jonathan Carpenter and Corey Smith of The Thrasher Group; and City Attorney Tim LaFon.

PUBLIC

None.

MINUTES

The minutes of the October 10, 2018 regular meeting and were approved as presented.

FINANCIAL

Bill Approval. The bills paid for the month of October in the amount of \$ 46,895.37 were approved without objection.

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

Adjustments. The adjustments for the month of August in the amount of \$ 1,897.83 were approved without objection.

REPORTS

Chairman – comments/reports.

Nothing to report.

Staff report. Plant manager Bill Harper reported that the ammonia level for September was 23.1 mg/L. Bill also stated that they had a clog at the Rocky Step Lift Station they had to clear and that he has placed an order for new guide rails for the station.

UNFINISHED BUSINESS

Thrasher Engineering's recommendation for new wastewater plant. Jonathan Carpenter of The Thrasher Group reported have everything ready and put on a thumb drive to present for the PSC Filing. He stated that they were still awaiting approval from the WV Development Office and Region III of our USDA application giving their support to the project, and then they can upload it on the RD Apply website. He also reported that with regard to the Environmental Report, since the letters he had were three years old, that he had to request new letters, and once they are received he will also upload those to RD Apply and our application will be complete.

MS-4 Program. Bill Harper reported that he had received the third result of outfall testing for the MS-4 Program and that they need one more sample to be tested to establish a baseline.

High School Lift Station upgrade. Bill Harper reported that the upgrade was still not complete due to a few small items not finished yet.

NEW BUSINESS

Consider new customers residing in the area of Riverside Café to the wastewater plant. After discussion; Jonathan Carpenter suggested getting the consumption readings of the customers that are on the line that runs to the plant lift station, and then calculations could be done to determine if the line could accommodate that amount of flow.

GOOD OF THE ORDER

Nothing.

ADJOURNMENT

Motion was made by Clarence Litton to adjourn at 10:55 a.m. until the next regularly scheduled meeting on December 6.

Randy L. Barrett, Chairman

Gloria Chapman, Secretary