

May 18, 2016

Bridgeport Utility Board Minutes
City of Bridgeport
County of Harrison
State of West Virginia

REGULAR SESSION:

At 8:30 a.m., Wednesday, May 18, 2016, Bridgeport Utility Board met in regular session in the conference room of the Bridgeport Municipal Complex at 515 West Main Street.

BOARD MEMBERS PRESENT:

Chairman Robert L. Greer, joined by teleconference, Vice-Chairman Joe Timms, Members Barry Ranson, Ken Curry and Jack Merinar.

BOARD MEMBERS ABSENT:

None.

CITY STAFF PRESENT:

City Manager A. Kim Haws, Director of Engineering and Public Utilities Tom Brown, Finance Director Monica Musgrave, Superintendent of Public Utilities Jared Cummons, City Attorney Norm Farley, and Office Administrator Sara Carder.

CITY STAFF ABSENT:

Assistant City Manager Jim Smith.

OTHERS IN ATTENDANCE:

Dan Ferrell, The Thrasher Group and the media.

APPROVAL OF MINUTES:

- Minutes of the April 19, 2016 Bridgeport Utility Board Meeting were unanimously approved on a motion by Member Ranson, seconded by Member Curry.

PUBLIC COMMENTS:

None.

REVIEW OF FINANCIAL REPORT:

- Finance Director Musgrave reviewed the Water Renewal and Replacement Report, the Water Fund Report, the Sewer Renewal and Replacement Report, and the Sewer Fund Report for April 2016. Director Musgrave reported that all budgets are in good shape.
- Director Musgrave reported she is continuing to send Michael Griffith information to review and prepare a current Rate Analysis.

- Director Musgrave and Director Brown plan on presenting a balanced budget for both water and sewer to the Board at the June meeting for review and approval consideration. Once information is received from Mr. Griffith, the possibility of a budget revision will be discussed.
- The April 2016 Bridgeport Utility Board financial reports were unanimously approved as presented on a motion by Member Curry, seconded by Member Merinar.

NEW BUSINESS:

- None.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:

- None.

REPORT BY CITY ENGINEER:

- **Worthington Drive Pond:** Some cleanup work to be done.
- **Booster Station on Sherwood Road:** The glitch has been worked out with water pressure being maintained at 50/60 psi. We have had no failures for the last two weeks.
- **Shop N Save:** Building is about 90/95% complete.
- **Belasco Trailer Court and Cherry Street – Olive Street Sewer Project:** Project should get started the first week in June.
- **Meadow Creek:** There is one section that the developer still needs to get an easement from the property owner and the WVDOH.
- **Dominion Properties:** Project should be completed shortly. Currently, Kevin Amtower with NAPA is looking at the possibility of tying into the new sewer line. The cost may be too high to tie-in.
- **Ritter Street:** A small storm drainage upgrade project is being planned. Our in-house crew will do the work, which could include replacing a couple of manholes.
- **Storm Drain Phase III:** Starting to repair drainage problems in the older part of town where pipes are failing.
 - a. There are several different pipe sizes (12/8/15"), which is not good for proper drainage.
 - b. Several residents have backyard drainage problems.
- **Citywide Storm Drain Study:** Going back to the original study (2006) and discuss with city staff and project engineer.
 - a. Will identify previous areas, which needed addressed.
 - b. Will go back and check past flows for comparison.
 - c. May do a project on Third Street (storm drainage) and Main Street (water).
- **Water Loss Totals:** So far this year, water loss is at 10.6%; whereas last year, it was 15%. This is good news and it appears the projects we have completed are having a positive impact on our system.

EXECUTIVE SESSION:

None.

THE NEXT BUB MEETING HAS BEEN SCHEDULED FOR THURSDAY, JUNE 16, 2016 AT 8:30 A.M.

ADJOURNMENT:

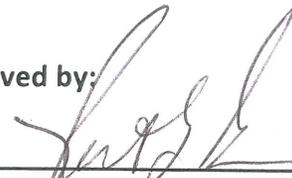
With no further items for discussion, the meeting was adjourned at 8:47 a.m. on a motion by Member Curry, seconded by Member Ranson, and unanimously approved.

Prepared by:



Sara R. Carder, Office Administrator

Approved by:



Chairman Robert L. Greer



Date