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

November 10, 2016  

REGULAR SESSION:  
At 8:29 a.m., Tuesday, November 10, 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 Greer, Vice-Chairman Joe Timms, Members Barry Ranson, and Ken Curry. Jack Merinar joined via teleconference.

BOARD MEMBERS ABSENT:  
None.

CITY STAFF PRESENT:  
Director of Engineering and Public Utilities Tom Brown, Superintendent of Public Utilities Jared Cummons, Finance Director Monica Musgrave, City Manager Kim Haws, Assistant City Manager Jim Smith, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

CITY STAFF ABSENT:  
None.

OTHERS IN ATTENDENCE:  
The Thrasher Group representative Ashley Reed.

APPROVAL OF MINUTES:  
• Minutes of the October 11, 2016 Bridgeport Utility Board Meeting were unanimously approved on a motion by Vice-Chairman Timms, 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 October 2016. Director Musgrave reported the budgets are in good shape.

NEW BUSINESS:
- None.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:
- None.

REPORT BY CITY ENGINEER:
- Director Brown updated the board on the following topics:
  - Belasco Trailer Court / Cherry Street Sewer Project: Due to the additional manholes needed, lateral changes, and two areas where the line size was upgraded to an 8" line, the project requires a Change Order in the amount of $76,678.27. After general discussion, it was unanimously approved on a motion by Vice-Chairman Timms, seconded by Member Ranson to approve the Change Order in the amount of $76,678.27 for the Belasco Trailer Court/Cherry Street Sewer Project.
  - Water Resilience / Drilling Test Wells: After reviewing the cost of drilling test wells, Hyre’s Well & Pump Service was hired to drill test wells. It has been determined the City will need to obtain a Department of Health permit, and the total cost of the well drilling will be approximately $25,000.00. Hyre’s Well & Pump Service plans to begin the project by early December.
  - Meadow Creek Development: Electric has been hooked up to the Wastewater Treatment Plant and it is ready for a full start up instead of using a generator.
  - KIA Pad: Project is complete.
  - The Market Place Sanitary Sewer: The project is to start November 28th; sewer to be replaced.
  - Garden Circle Storm Water Project: This project has been completed.
  - Ridgeway Drive Storm Water/Sewer Project: The project is underway. It has been determined a section of sewer line must be repaired.
  - Main Street Water and Sewer Project: The plans are 35% complete; the intent is to have plans for the board to review by December and project to go out for bid in January 2017.
  - Lift Station #4 Upgrade on Johnson Avenue: Upgrading an 8" line to a 10" line from the corner of the baseball field to Lift Station #4.
  - Potential Project: With Bombardier (at airport) planning to expand in 4 – 5 years, the city should consider upgrading Lift Station #9 and put a forcemain to the airport. All sewer flows from the developing areas would bypass downtown. An EDA grant could be available, and the total cost should be less than $500,000.00.
EXECUTIVE SESSION:
On a motion by Vice-Chairman Timms, seconded by Member Ranson, and duly approved, the board went into executive session at 8:55 a.m. to discuss matters involving the sale or lease of property, personnel matters, and/or advance construction planning which, if made public, might adversely affect the interests of the City, to discuss matters with counsel pursuant to the attorney/client privilege, and as to matters not included on this agenda to determine if official action is necessary. The board reconvened at 9:02 on a motion by Vice-Chairman Timms, seconded by Member Curry, and duly approved. No action was taken during the executive session.

THE NEXT TWO BUB MEETINGS HAVE BEEN SCHEDULED AS FOLLOWS:
December 13, 2016 at 8:30 a.m.
January 12, 2017 at 8:30 a.m.

ADJOURNMENT:
With no further items for discussion, the meeting was adjourned at 9:05 a.m. on a motion by Member Curry, seconded by Member Ranson, and unanimously approved.

Prepared by:

Connie Hamilton, Office Administrator

Approved by:

Chairman Robert L. Greer

Date
Jan 12, 2017