

July 20, 2017

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

**REVISED**

**REGULAR SESSION:**

At 8:30 a.m., Thursday, July 20, 2017, Bridgeport Utility Board met in regular session in the Council Chambers of the Bridgeport Municipal Complex at 515 West Main Street.

**BOARD MEMBERS PRESENT:**

Chairman Andy Lang, Vice-Chairman Joe Timms, Members Barry Ranson, and Ken Curry.

**BOARD MEMBERS ABSENT:**

Member Jack Merinar.

**CITY STAFF PRESENT:**

Director of Engineering and Public Utilities Beth A. Fox, Superintendent of Public Utilities Jared Cummons, Director of Public Works Fred Burton, Finance Director Monica Musgrave, City Manager Kim Haws, City Attorney Norm Farley, Utility Billing Manager Amy Kelley, and Office Administrator Connie Hamilton.

**CITY STAFF ABSENT:**

Assistant City Manager Jim Smith.

**OTHERS IN ATTENDANCE:**

The Thrasher Group representative Dan Ferrell and the media.

**APPROVAL OF MINUTES:**

- Minutes of the June 9, 2017 Bridgeport Utility Board meeting were unanimously approved on a motion by Member Ranson, seconded by Member Curry, with the following correction: Page: Two, Section: Report by City Engineer, Topic: Storm Water Update. Topic should read: Sewer Line Update.

**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 June 2017. Director Musgrave reported the budgets are in good shape.

## BUDGET REVISIONS AND/OR AUTHORIZATIONS:

- None.

## NEW BUSINESS:

- Approval of purchase of Samsung Galaxy tablets and BoardDocs software to be used by members of the Bridgeport Utility Board.
  - After a brief discussion, a motion was made by Vice Chairman Timms, seconded by member Ranson, and unanimously approved to purchase Samsung Galaxy tablets and BoardDocs software to be used by members of the Bridgeport Utility Board.

## REPORT BY CITY ENGINEER:

- Director Fox updated the board on the following topics:
  - Route 50/Main Street Water and Sewer Upgrade Project:  
The contractor is finishing the night work on Route 50/Main Street. They will begin tying in lines and conducting clean up during the week of July 24<sup>th</sup>.

J.F. Allen was the low bidder for the Rotomilling and Resurfacing of Asphalt Streets on Route 50 and Surrounding Areas. Work will mainly be conducted at night and is expected to begin July 31, 2017.

- Storm Water Update:  
Briarcliff Road: Plans are complete and this will be an in-house project.  
Sherwood Road and Crestview Drive: These areas need to be placed on the short-term project list.  
Gordon Street and Grand Avenue: There is currently no storm water management in place and designing a DI is in progress.  
Route 50 near Home Depot: A meeting is scheduled with Don Williams, District Engineer for District 4, to discuss a solution to the water runoff from the Home Depot Plaza down to Speedway.
- Sewer Line Update:  
Ridgeway Drive, Arrowood Drive to Wakefield Street, and Rainbow Road: The lines are orangeburg and need to be replaced. Details will be available by the next board meeting and will be presented to the board for approval.  
Circle Drive, Zappia Drive, and Worthington Drive: Plans to upgrade this area are being considered.
- Water Line Update:  
Water line on I-79 at the Route 50 overpass: Replacing the water line is on the short-term project list.

## REPORT BY SUPERINTENDENT OF PUBLIC UTILITIES:

- Superintendent Cummons updated the board on the following topics:
  - Water Resilience/Well near Central Garage:  
The well has been activated and the tests are showing a pumping capacity of 4,200 gallons in nine minutes. KLX has been purchasing water at \$1.00 per 100 gallon.

**REPORT BY DIRECTOR OF PUBLIC WORKS:**

- Fred T. Burton updated the board on the following topics:
  - **Projects:**
    - Lower Worthington Drive: This project is complete. The city installed 1600 feet of 6” C900, along with four fire hydrants and four control valves.
    - Overlook Drive: The sanitary line has been replaced.
    - Hydrant Testing Project: Public Works and Public Utilities work together to test and maintain the fire hydrants in the City of Bridgeport. Once the hydrants are tested by Public Utilities, a Public Works crew follows behind and paints the hydrant according to the PSI. As of today, only one hydrant has been found defective and will be replaced.

**EXECUTIVE SESSION:**

None.

**THE NEXT BUB MEETING HAS BEEN SCHEDULED AS FOLLOWS:**

**August 10, 2017 @ 8:30 a.m.**

**ADJOURNMENT:**

With no further items for discussion, the meeting was adjourned at 9:15 a.m. on a motion by Member Ranson, seconded by Member Curry, and unanimously approved.

**Prepared by:**

*Connie Hamilton*

Connie Hamilton, Office Administrator

**Approved by:**

*[Signature]*

Chairman Andy Lang

Vice-Chair Joe Timms

*8/10/17*

Date