

June 16, 2016

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

REGULAR SESSION:

At 8:30 a.m., Thursday, June 16, 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:

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

BOARD MEMBERS ABSENT:

None.

CITY STAFF PRESENT:

Director of Engineering and Public Utilities Tom Brown, Finance Director Monica Musgrave, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

CITY STAFF ABSENT:

City Manager Kim Haws, Assistant City Manager Jim Smith, and Superintendent of Public Utilities Jared Cummons.

OTHERS IN ATTENDANCE:

None.

APPROVAL OF MINUTES:

- Minutes of the May 18, 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 May 2016. Director Musgrave reported the budgets are in good shape. The May 2016 Bridgeport Utility Board financial reports were unanimously approved as presented on a motion by Member Curry, seconded by Member Merinar.
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- Director Musgrave reported she and Director Brown met with Michael Griffith regarding the rate analysis. Further discussions are planned and the board will be updated at future board meetings.
- The board discussed the reserve funds. Further discussion will take place at the July 2016 board meeting.

NEW BUSINESS:

- Consider and act on the 2016-2017 Fiscal Year Water Fund Budget:
Upon review and discussion, the 2016-2017 Fiscal Year Water Fund Budget was unanimously approved as presented on a motion by Member Curry, seconded by Chairman Greer.
- Consider and act on the 2016-2017 Fiscal Year Sewer Fund Budget:
Upon review and discussion, the 2016-2017 Fiscal Year Sewer Fund Budget was unanimously approved as presented on a motion by Member Curry, seconded by Chairman Greer.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:

- None.

REPORT BY CITY ENGINEER:

- **Jared Cummons:** Jared was awarded the 2016 Glen O. Fortney Operator of the Year Award for his outstanding dedication as a wastewater operator. This prestigious award was presented during the AWWA/WEA Conference.
- **Worthington Drive Pond:** Project is complete; may reseed areas due to rain. Fence has been installed 4' around pond with black wire. Area will be posted.
- **Booster Station on Sherwood Road:** Running and glitch has been resolved. Positive feedback has been received.
- **Belasco's Trailer Court Sewer Project:** Materials have been delivered and digging has begun.
- **Shop N Save:** Project is 80% complete.
- **Meadow Creek:** Under construction. There have been glitches with the DOH easements. City Attorney Norm Farley is currently working on this.
- **Storm Drain Projects:** The City's storm drain crew has been working on several projects. Currently, the crew is working at Garden Circle.
- **Miscellaneous Projects:**
 - a. Ritter Street: Installing two manholes, attaching to Hall Street and Johnson Avenue.
 - b. Diamond Street Car Wash: Culvert was plugged up on Millbrook. Crew is working on this now.
 - c. Easy Street: Cleanout – Orangeburg was located and needs replaced.
 - d. Johnson Avenue: The area across from the Johnson Elementary site, a larger culvert is needed and we may work with the DOH on this. We are trying to help reduce the overflow by raising the sidewalk in that area.

EXECUTIVE SESSION:

None.

THE NEXT BUB MEETING HAS BEEN SCHEDULED FOR THURSDAY, JULY 21, 2016 AT 8:30 A.M.

ADJOURNMENT:

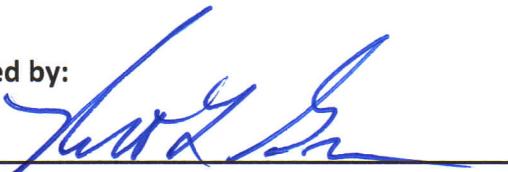
With no further items for discussion, the meeting was adjourned at 8:58 a.m. on a motion by Member Curry, seconded by Member Ranson, and unanimously approved.

Prepared by:



Connie Hamilton, Office Administrator

Approved by:



Chairman Robert L. Greer

8/2/16

Date