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

REGULAR SESSION:  
At 8:30 a.m., Tuesday, October 11, 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, Jack Merinar and Ken Curry.

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, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

CITY STAFF ABSENT:  
Assistant City Manager Jim Smith.

OTHERS IN ATTENDENCE:  
The Thrasher Group representative Ashley Reed and the media.

APPROVAL OF MINUTES:  
- Minutes of the September 8, 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 September 2016. Director Musgrave reported the budgets are in good shape.
• The September 2016 Bridgeport Utility Board financial reports were unanimously approved as presented on a motion by Vice Chairman Timms, seconded by Member Ranson.

NEW BUSINESS:
1. Consider and act upon continuing the water resilience study of water wells:
   • Mr. Brown discussed the potential to drill wells around the lakes. Moody and Associates was contacted to do a study. They identified three areas that would work for the wells: Hinkle Lake at the dam; the upper parking area near the boat ramp at Hinkle Lake, and the concession stand area at Deegan Lake.
   • The next step will be to drill and test one or two test wells to see if it is feasible to continue looking at this option. The best location to drill the first well would be the boat ramp area.
   • Upon discussion, it was unanimously approved on a motion by Member Merinar, seconded by Member Curry, to continue the water resilience study of water wells.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:
None.

REPORT BY CITY ENGINEER:
• Director Brown updated the board on the following topics:
  o Water Resilience: The research on drilling wells is ongoing and the estimated cost of operation will be determined.
  o Meadow Creek: They will have 14 pods in the development; the city will own the main trunk line around the development. Meadow Creek will have several meters instead of a master meter.
  o Belasco Trailer Court Sewer Project: The project is complete; only minor clean up, paving, and one gabion wall to install is left to do.
  o Garden Circle storm drainage project: Mrs. Donna Moore, 84 Garden Circle, has changed her mind on how to approach the project, so that project has been delayed.
  o Market Place sewer extension: United Hospital Center has signed the easement agreement; project is progressing.
  o Pressure Regulator Grant: Eighteen residents were awarded the grant. A total of $2,244.11 has been paid to eligible residents.
  o Main Street Water & Sewer Project: The project is moving forward, with smoke testing being conducted today. Sewer lines have been flushed and camera was used.
  o Bombardier Expansion: Utility-wise, we have enough pressure to accommodate the expansion; however, we will need to upgrade the pump station to a submersible pump station, and should complete this before they begin their expansion.
• To conclude the Report by City Engineer segment of the meeting, Director Brown announced he will be retiring from the City of Bridgeport in February 2017. He expressed his gratitude to the board for their support during their years together.
EXECUTIVE SESSION:
None.

THE NEXT TWO BUB MEETINGS HAVE BEEN SCHEDULED AS FOLLOWS:
November 10, 2016 at 8:30 a.m.
December 13, 2016 at 8:30 a.m.

ADJOURNMENT:
With no further items for discussion, the meeting was adjourned at 9:10 a.m. on a motion by Vice Chairman Timms, seconded by Member Curry, and unanimously approved.

Prepared by:

Connie Hamilton, Office Administrator

Approved by:

Chairman Robert L. Greer

Date

11-10-16