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

REGULAR SESSION:  
At 8:32 a.m., Thursday, October 5, 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 Jack Merinar and Ken Curry.

BOARD MEMBERS ABSENT:  
Member Barry Ranson.

CITY STAFF PRESENT:  
Director of Engineering and Public Utilities Beth A. Fox, Superintendent of Public Utilities Jared Cummons, Director of Public Works Fred Burton, 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 and Finance Director Monica Musgrave.

OTHERS IN ATTENDANCE:  
Dan Ferrell, The Thrasher Group representative and Ryan Haws, CEC representative.

APPROVAL OF MINUTES:  
- Minutes of the August 10, 2017 Bridgeport Utility Board meeting were unanimously approved as presented on a motion by Member Curry, seconded by Vice Chairman Timms.

PUBLIC COMMENTS:  
- None.

REVIEW OF FINANCIAL REPORT:  
- Due to the absence of Director Musgrave, the financial reports were briefly reviewed by Director Fox. Chairman Lang instructed the board to reach out to Director Musgrave if they should have any questions or concerns regarding the reports.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:  
- None.
NEW BUSINESS:
1. Consider and act on awarding the sanitary sewer project on Ridgeway Drive, Rainbow Road, and Arrowood Drive to the lowest bidder:
   1. Director Fox discussed the certified bid tabulations. She asked the board to consider entering into a contract with Pro Contracting, Inc., with a 10% contingency. The three bids were received:

<table>
<thead>
<tr>
<th>Low bid: Pro Contracting, Inc.:</th>
<th>$366,645.00</th>
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<tr>
<td>2nd Low Bid: Rover Construction, Inc.:</td>
<td>$425,800.00</td>
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<tr>
<td>3rd Low Bid: D&amp;M Contracting, Inc.:</td>
<td>$478,500.00</td>
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After general discussion, a motion was made by Member Curry, seconded by Member Merinar, and duly approved to enter into a contract with Pro Contracting, Inc. for $366,645.00, plus 10% contingency for the Ridgeway Drive, Rainbow Road, and Arrowood Drive sanitary sewer project.

REPORT BY CITY ENGINEER:
- Director Fox updated the board on the following topics:

  Sanitary sewer upgrade on Ridgeway Drive, Rainbow Road, and Arrowood Drive:
  Pro Contracting, Inc. was the low bidder and the project is expected to begin by the end of November. This company has worked for the city in the past, and most currently completed the Route 50/Main Street water and sewer upgrade project.

  Route 50/Main Street Water and Sewer Upgrade Project:
  The final walkthrough has been completed and the final pay estimate will be submitted soon. She was satisfied with the work and the contractor completed the project earlier than anticipated.

  Water wells:
  KLX is still purchasing water from the well beside the city garage. The city has been considering purchasing property on Route 131, and according to the hydro-geologist we have been working with, this would be an ideal location to test drill another well.

  Stout’s Run Stream Mitigation:
  Ryan Haws of CEC, Inc. reported Phase I of the stream mitigation to Stout’s Run at Charles Pointe has been completed and Phase II has been designed. Mr. Haws was invited to share a video presentation at the next board meeting.

  GIS Mapping:
  The city’s GIS Department has been taking great strides to help bridge the gap of communication between departments. Tim Bumgardner has been invited to demonstrate how the GIS mapping and other software has impacted the city.
REPORT BY SUPERINTENDENT OF PUBLIC UTILITIES:
- Superintendent Cummons updated the board on the following topics:
  
  **FBI flow monitor:**
  The city and the FBI are close to an agreement in which a flow monitor would be installed on our system, allowing us own and maintain the line. With the flow monitor in place, only the FBI would connect to it, resulting in accurate readings and payment for all services. The monitor would be calibrated annually for billing purposes.

  The total cost to install a flow monitor would be approximately $27,500.00. It is possible the FBI will split the cost with us since this would benefit them as well as us.

  Maplewood (Brookdale):
  They have been experiencing problems with sewer backing up. We have inspected our system found the issue is not with our system.

REPORT BY DIRECTOR OF PUBLIC WORKS:
- Director Fred T. Burton updated the board on the following topics:
  
  **Williamsburg Apartments:**
  Currently upgrading 500' water line with 6" C-900; installing four valves and a fire hydrant.
  
  **Briercliff Road:**
  900' of storm water upgrade has been completed.
  
  **519 Pennsylvania Avenue:**
  A sanitary sewer upgrade is scheduled for the near future. There will be 300' of 8" line installed for four homes.

THE NEXT BUB MEETING HAS BEEN SCHEDULED AS FOLLOWS:
Thursday, November 9, 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 Vice Chairman Timms, seconded by Member Merinar, and unanimously approved.

Prepared by:

[Signature]
Connie Hamilton, Office Administrator

Approved by:

[Signature]
Chairman Andy Lang

Date

Nov. 9, 2017