



BRIDGEPORT UTILITY BOARD

June 6, 2019

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

REGULAR SESSION:

At 8:30 a.m., Thursday, June 6, 2019, 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 Andy Lang, Vice Chairman Joe Timms, Members Barry Ranson, and Ken Curry. Jack Merinar attended via teleconference.

BOARD MEMBERS ABSENT:

None.

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, Finance Director Monica Musgrave, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

CITY STAFF ABSENT:

Assistant City Manager Jimmy Smith.

OTHERS IN ATTENDANCE:

Dan Ferrell, The Thrasher Group representative.

APPROVAL OF MINUTES:

- Minutes of the April 30, 2019 Bridgeport Utility Board meeting were unanimously approved as presented on a motion by Member Ranson, seconded by Member Curry.

PUBLIC COMMENTS:

- None.

REVIEW OF FINANCIAL REPORT:

- Finance Director Monica 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 2019. Director Musgrave reported the budgets are in good shape at this time.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:

- None.

NEW BUSINESS:

- Consider and act on approving the FY 19-20 Water Budget.
Finance Director Musgrave reviewed the proposed FY 19-20 Water Budget with the Board. After a general discussion, the FY 19-20 Water Budget was unanimously approved on a motion by Member Curry, seconded by Member Ranson.
- Consider and act on approving the FY 19-20 Sewer Budget.
Finance Director Musgrave reviewed the proposed FY 19-20 Sewer Budget with the Board. After a general discussion, the FY 19-20 Sewer Budget was unanimously approved on a motion by Vice Chairman Timms, seconded by Member Curry.

REPORT BY CITY ENGINEER:

- NAPA Sanitary Sewer Installation: Bear Contracting was awarded the contract and the pre-construction meeting is scheduled for June 13, 2019. We have all but one easement left to be signed (NAPA).
- LS 3 on Water Street: The two pumps at the Lift Station were not keeping up, causing CSO spills. It appears the base the pump sits on is not secure and cast-iron bases are on order. The LTCP shows upgrading or replacing the Lift Station in the future.
- Long Street slip: CEC is currently working on the plans to correct the slip. Sewer and water lines will be affected and, with consent given from the Board, funds from the water and sewer accounts will be used for the project.

REPORT BY SUPERINTENDENT OF PUBLIC UTILITIES:

- Chlorine issues at White Oaks and UHC: We purchased a chlorine tank and a chlorine feed tank which will be piped directly into our booster station. CITO will rewire and program the chlorine feed tank and it will dose only when the pump is on.
- Staff: Austin Fernandez passed Class I exam and will be taking the Class II test next week. Jeff Landis received his WD Water License. Everyone at the plant now holds a Class I or higher license.

REPORT BY DIRECTOR OF PUBLIC WORKS:

- Locust Drive: The water line replacement and sanitary line upgrade is being completed.
- Storm drain upgrades: Upgrades are currently being performed at 734 E. Shannon Road and 328 Bartlett Avenue.

EXECUTIVE SESSION:

- None.

THE NEXT BUB MEETING HAS BEEN SCHEDULED AS FOLLOWS:

Thursday, July 18, 2019 at 8:30 a.m.

ADJOURNMENT:

With no further items for discussion, the meeting was adjourned at 9:27 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:

Andy Lang
Chairman Andy Lang

Date:

August 29, 2019