

April 30, 2019

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

REGULAR SESSION:

At 8:30 a.m., Tuesday, April 30, 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, Ken Curry, and Jack Merinar.

BOARD MEMBERS ABSENT:

None.

CITY STAFF PRESENT:

Director of Engineering and Public Utilities Beth A. Fox, Assistant City Manager Jim Smith, Finance Director Monica Musgrave, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

CITY STAFF ABSENT:

City Manager Kim Haws, Superintendent of Public Utilities Jared Cummons and Director of Public Works Fred Burton.

OTHERS IN ATTENDANCE:

Dan Ferrell, The Thrasher Group representative, and the media.

APPROVAL OF MINUTES:

- Minutes of the January 17, 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 March 2019. Director Musgrave reported the budgets are in good shape at this time.
- The Water and Sewer FY19-20 will be discussed at the May 2019 meeting.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:

- None.

NEW BUSINESS:

- Consider and approve awarding the Proposed Sanitary Sewer Extension to NAPA Project to the lowest Bidder.
 - Director Beth Fox reviewed the benefits of the sanitary sewer extension to NAPA, located along Route 73. By completing the extension now, we would be prepared for any future developments being added to the City's sanitary sewer system.
 - Five bids were submitted, with the bids ranging from \$325,422.50 to \$465,132.50. Director Fox stated her Engineer's Estimate for this project was \$350,000.00 and she was pleased to receive three quotes so close to that amount.
 - Director Fox reported the low bidder was Bear Contracting, LLC with a bid of \$325,422.50. She also requested a 10% contingency be added to the total.
 - A motion to award the Proposed Sanitary Sewer Extension to NAPA Project to Bear Contracting, LLC in the amount of \$325,422.50, and to also approve a 10% contingency in the amount of \$32,542.25, was made by Member Curry, seconded by Vice Chairman Timms, and was unanimously approved.

REPORT BY CITY ENGINEER:

- Director Fox informed the board of the loss of a valued member of the Wastewater Treatment Plant. Jeff Burton, who was the Lift Station Foreman, passed away suddenly from a heart attack the previous evening. He had worked for the City of Bridgeport for 32 years, beginning his career as a meter reader. She also reported on the following topics:
 - Kovach tank, the altitude valve, and Compton Booster Station upgrade: The Thrasher Group has finished the design work and this project will be the next scheduled water project.
 - I79 Water Line: We will move forward with replacing the water line under I79 by getting a design to bore under the interstate.
 - Locust Drive: The Public Works crew is finishing the water line upgrade in this area now and has approximately \$90,000.00 invested in the project.
 - Belasco Trailer Park: The water lines will be upgraded in the near future.
 - Lift Station 9: This lift station, which collects from Crystal Ridge, is in need of an upgrade.
 - Force Main (near airport): The next sewer project will be installing a force main near airport.
 - Route 50 Stormwater Update: Department of Highways is planning to repair the collapsed lines in the area of Home Depot. We are reserving funds in our stormwater account to participate in this project.
 - Valley Drive: The stormwater issues on upper Valley Drive may be addressed in the future.
 - E. Shannon Road: We are currently working on the stormwater issues in this area.
 - LTCP: The LTCP has been completed and submitted to WVDEP.
 - Lift Station 3: The pumps at Lift Station 3 are not keeping up. The pumps have been bypassed and the manufacturer, Marcum Pumps, will be repairing them.
 - Oliverio's Ristorante: The restaurant is in the process of installing another grease trap.

EXECUTIVE SESSION:

- None.

**THE NEXT BUB MEETING HAS BEEN SCHEDULED AS FOLLOWS:
Thursday, May 23, 2019 at 8:30 a.m.**

ADJOURNMENT:

With no further items for discussion, the meeting was adjourned at 8:55 a.m. on a motion by Member Curry, seconded by Member Ranson, and unanimously approved.

Prepared by:

Connie Hamilton

Connie Hamilton, Office Administrator

Approved by:

Andy Lang

Chairman Andy Lang

Date:

June 6, 2019