

March 23, 2015

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

REGULAR SESSION:

At 8:31 a.m., Monday, March 23, 2015, 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, Member Barry Ranson, Member Ken Curry and Member Jack Merinar.

BOARD MEMBER(S) ABSENT:

Chairman Robert L. Greer.

CITY STAFF PRESENT:

Assistant City Manager James Smith, Director of Engineering & Public Utilities Tom Brown, Finance Director Monica Musgrave, Superintendent of Utilities Jared Cummons, City Attorney Norm Farley and Office Administrator Sara Carder.

CITY STAFF ABSENT:

City Manager A. Kim Haws.

OTHERS IN ATTENDANCE:

Dan Ferrell, The Thrasher Group and the media.

APPROVAL OF MINUTES:

Minutes of the February 26, 2015 Bridgeport Utility Board Meeting were approved on a motion by Member Curry, seconded by Member Ranson and unanimously approved.

FINANCIAL REPORT:

- Director Musgrave gave a review of the Water and Sewer Funds Budgets and stated both budgets are in good shape and operating as expected as of February, 2015.
- Working budget documents have been sent out to department heads for their review/input for the 2015/2016 fiscal year budgets for the Water and Sewer Funds. These preliminary budgets should be back to the Finance Department by April 13, 2015, and will be submitted to the Board for their review sometime in May.
- 2015/ 2016 Water and Sewer Budgets must be approved by July 1, 2015.

PUBLIC COMMENTS:

None.

City Engineer Update:

1. Fiberglass Housed Booster Pump Project:
 - Continuing to work with Trumbold Equipment to complete the design.
2. 2014/2015 Water, Sewer and Storm Drain Projects:
 - Most projects that had started in 2014 are 95% complete with the contractor coming back in the spring to do landscaping, concrete and/or paving work.
3. Johnson Avenue Sewer, Sidewalk and Drainage Upgrade Project:
 - Pre-Bid Meeting was held on March 19, 2015. Five contractors attended with several other contractors calling in for information regarding the project.
 - Bid-Opening will be held on Tuesday, April 14th.
4. Rt. 131, Pennsylvania Avenue, Center Street and other areas:
 - Mr. Brown is still reviewing the design.
5. Sewer Project at the Airport:
 - Project has been designed and is being reviewed.
 - City's Foreman, Rick Moore, is looking at the project to see if his construction crew could do this project in-house.
 - 3,800 feet of sewer line will be replaced.
 - Project should go out to bid in July, 2015.
6. Cherry Street and Olive Street Sewer Upgrade Project:
 - The project is too deep for our in-house construction crew; therefore, the project will be put out to bid in 2015.
7. Second Construction Crew:
 - With the passing of Bill #234, which reduces the amount of prevailing wage in certain cases, Mr. Brown will be determining if it is still feasible to request a second construction crew for future water and sewer projects.
8. Better Water Pressure for the Brushy Fork area:
 - Continuing to work with Greater Harrison County PSD to provide better water pressure for that area, plus trying to keep costs down – "a work in progress".
9. Flexnet Project:
 - The Flexnet System has been installed at the East Pointe Tank for the fixed base meters to be read.

10. Meter Upgrade Program:

- Mr. Brown explained that within the current Meter Upgrade Program, money has already been budgeted to purchase additional meters to continue to upgrade the city's metering system.
- Recently, he purchased one thousand radio read meters for \$300,000.00. C. I. Thornburg will be installing these meters starting in late April.
- This will bring our system up to approximately half of the meters being radio read.

A 8:48 a.m., Member Ranson made a motion to enter into executive session to discuss matters involving the sale or lease of property, personnel matters, and/or advance construction planning which, if made public, might adversely affect the interests of the city, to discuss matters with counsel pursuant to the attorney/client privilege and as to matters not included on this agenda to determine if official action is necessary; motion was seconded by Member Curry and unanimously approved.

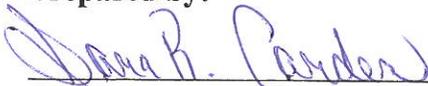
At 9:15 a.m., Member Curry made a motion to return to regular session; motion was seconded by Member Merinar and unanimously approved. No action was taken.

A motion was made by Vice-Chairman Timms, seconded by Member Ranson, and unanimously approved to purchase Lots #33 and #34 on Sherwood Road, which is currently owned by Rod Kelly for \$30,000.00. This purchase will allow the city to construct a fiberglass housed booster pump station on said property to assist residents living at the upper end of Ridgeway Drive and nearby areas with better water pressure.

The Board set the next BUB Meeting for Tuesday, April 28, 2015 at 8:30 a.m.

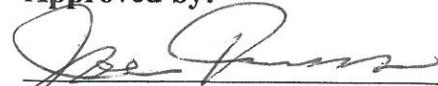
With no other items for discussion, the meeting was adjourned at 9:27 a.m. on a motion by Member Merinar, seconded by Member Ranson, and duly approved.

Prepared by:



Sara R. Carder, Office Administrator

Approved by:



Joe Timms

Vice-Chairman, Bridgeport Utility Board

Date

4/23/2015