

June 11, 2015

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

REGULAR SESSION:

At 8:30 a.m., Thursday, June 11, 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:

City Manager A. Kim Haws; Director of Engineering & Public Utilities Tom Brown, Finance Director Monica Musgrave, Superintendent of Public Utilities Jared Cummons, City Attorney Norm Farley and Office Administrator Sara Carder.

CITY STAFF ABSENT:

Assistant City Manager James Smith.

OTHERS IN ATTENDANCE:

Ryan Haws, E. L. Robinson and Dan Ferrell, The Thrasher Group.

APPROVAL OF MINUTES:

Minutes of the April 28, 2015 Bridgeport Utility Board Meeting were approved on a motion by Member Curry, seconded by Member Ranson and unanimously approved.

PUBLIC COMMENTS:

None.

FINANCIAL REPORT:

- Director Musgrave gave a brief review of the 2014/2015 Sewer and Water Fund Budgets. The budgets at this time are in line with last year's budgets.
- The Sewer and Water Fund Financial Reports for May, 2015, were unanimously approved on a motion by Member Merinar and seconded by Member Curry.
- After discussing the 2015-2016 Sewer Fund Budget, a motion to approve the 2015-2016 Sewer Fund Budget as presented was made by Member Merinar, seconded by Member Curry and duly approved.
- After discussing the 2015-2016 Water Fund Budget, a motion to approve the 2015-2016 Water Fund Budget as presented was made by Member Curry, seconded by Member Ranson and duly approved.

BUDGET REVISIONS and/or AUTHORIZATIONS:

None.

Next, due to a lack of a motion, the Repaving of Three (3) Parking Lots Project relating to the Rt. 50 & Corpening Drive Water Project was not approved.

City Engineer Update:

1. Compton Park:
 - Paving complete; several areas need reseeding.
2. 2014 Rt. 50 Water Upgrade Project:
 - Contractor's portion of the project is complete.
3. Storm Drainage Project on North Street, Jennifer Lane and Kelly Drive:
 - Project complete.
4. Meadow Lane / Ritter Street:
 - Grass reseeded and no other complaints. Project complete.
5. Phase I & II; In-House Drainage Projects:
 - Complete.
6. Pennsylvania Avenue Sewer Upgrade Project:
 - Complete.
7. Rt. 131 and Pennsylvania Avenue Water Improvements Project:
 - Project goes out to bid on July 8, 2015.
8. Lift Station #9 Sewer Force Main Improvements:
 - Received authorization from the Airport Authority, FFA and Army National Air Guard to work in this mostly restricted area. The city will be using a portion of the Air Guard's property as a storage area, and in return, will clear some brush off of their property.
9. New Development / Subdivisions:
 1. Phase II for Crystal Ridge -
 - Will be working with Greater Harrison County PSD, which will be pumping the sewer to us from that development.
 2. Rt. 50, East, (in the general areas across from Maple Valley Meat Market) –
 - Developer requesting the city to provide sanitary sewer to a proposed (8) unit new townhouse.
 - Phase I of this new subdivision could entail the construction of (43) new single-family homes, which will also need sewer.

10. Additional fee for Thrasher Engineering:
 - The Board approved the additional fee for Mr. Brown to have Thrasher Engineering do additional work on the Johnson Avenue Sewer Upgrade Project regarding the requirements needed to obtain the Army Corps of Engineers' mandatory permit.
11. Storm Water Management Pond for Genesis:
 - Have received comments back from Genesis Partners. Project should go out to bid before the next BUB Meeting.
12. Booster Pump Station for Ridgeway Drive –
 - The pump station has been ordered. C. I. Thornburg, Inc. will be building, installing and be fully responsible for the structure of the pump station. It is the full package and much more insulated, which mean less noise for the residents on Sherwood Road.

At 9:50 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. No action was taken.

At 10:30 a.m., Member Ranson made a motion to return to regular session; motion was seconded by Member Curry and unanimously approved.

The Board set the next BUB Meeting for Wednesday, July 15, 2015 at 8:30 a.m.

With no other items for discussion, the meeting was adjourned at 10:32 a.m. on a motion by Member Curry, seconded by Chairman Ranson, and duly approved.

Prepared by:



Sara R. Carder, Office Administrator

Approved by:



Joe Timms *Robert L. Greer*
Vice-Chairman, Bridgeport Utility Board

Date

July 15, 2015
