

July 15, 2015

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

REGULAR SESSION:

At 8:30 a.m., Wednesday, July 15, 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:

Chairman Robert L. Greer; Vice Chairman Joe Timms, Member Barry Ranson and Member Ken Curry.

BOARD MEMBER(S) ABSENT:

Member Jack Merinar.

CITY STAFF PRESENT:

City Manager A. Kim Haws; Assistant City Manager Jim Smith, 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:

None.

OTHERS IN ATTENDANCE:

Steve Haynes, The Thrasher Group, Ryan Haws, E. L. Robinson and the media.

APPROVAL OF MINUTES:

Minutes of the June 11, 2015 Bridgeport Utility Board Meeting were approved on a motion by Vice Chairman Timms, seconded by Member Curry and unanimously approved.

PUBLIC COMMENTS:

None.

The Board next revisited City Engineer Brown's request to pave the parking lots relating to the 2014/15 Rt. 50, Water Project. As previously discussed, the majority of the parking lot area belongs to Mr. John DePolo. Mr. Brown explained to the Board that Mr. DePolo has agreed to pay for half of the cost to repave his two parking lots, if the City of Bridgeport will pay for the other half. The cost for paving the parking lots will be approximately \$14,000.00. Mr. Brown also mentioned that if the Board has no objections and he is approached, he will offer the same plan of action to Mr. Anthony Lacaria, whose family owns the other parking lot affected by the water project. A motion was made by Vice Chairman Timms, seconded by Member Ranson, and unanimously approved, to accept Mr. DePolo's offer to pay for half of the cost to repave his parking lot, and agreed the City of Bridgeport would pay the other half. The Board approved Mr. Brown's request to offer the same plan of action, if requested, to the Lacaria family for the repaving of their

parking lot that was also disturbed during the project. Mr. Brown stated he would have the contractor redo the hand built curb with a curbing machine, so that the curb would aesthetically look better.

FINANCIAL REPORT:

- Finance Director Musgrave stated that as of June 30, 2015, which is the end of the 2014/15 FY, approximately 94.12% of the budget was expended or encumbered in the Water Fund and 90.86% was expended or encumbered in the Sewer Fund.
- The Sewer and Water Fund Financial Reports for June, 2015, were unanimously approved on a motion by Vice Chairman Timms, seconded by Member Ranson and duly approved.

Mr. Brown stated that the Rt. 131 and Pennsylvania Avenue Water Improvements Project went out to bid on July 8, 2015. The low bidder was J. F. Allen Company, with a bid of \$1,342,208.10. Stonegate Construction was the next low bidder at \$1,524,873.00. Mr. Brown reminded the Board that in the planning stages, he estimated the project to cost just about 1.5 million dollars. Member Ranson made a motion to accept J. F. Allen's bid of \$1,342,208.10, with a 10% contingency (\$134,220.81), totaling \$1,476,428.91 for the Rt. 131 and Pennsylvania Avenue Water Improvements Project, Member Curry seconded the motion, and the motion was duly approved.

BUDGET REVISIONS and/or AUTHORIZATIONS:

- A motion to approve Budget Revision #1 for \$711,000.00 in the Water Fund was made by Member Curry, seconded by Member Ranson, and the motion was duly approved. The budget revision will allow Finance Director Musgrave to move money from the unassigned fund balance in the Water Fund to the Contracted Project Line Item to assist in funding the approved Rt. 131 and Pennsylvania Avenue Water Improvements Project.

The Board next heard from Mr. Brown regarding the upcoming Charles Pointe Storm Water Management Pond Project, which will be located on the Compton Property, up from the Presbyterian Church. The bid opening was held on July 14, 2015, with Anderson Excavating, Inc. submitting the low bid of \$120,363.12. J. F. Allen Company came in second with a bid of \$163,325.00. After discussing the project, a motion to approve Anderson Excavating's bid of \$120,363.12, with a 10% contingency (\$12,036.31), totaling \$132,399.43 was made by Vice Chairman Timms, seconded by Member Ranson, and duly approved.

City Engineer Update:

1. Compton Park:

- Recently, a section of the newly installed pipe had failed and since it is still under warranty, the contractor will be coming back to repair that section. Due to the city forces getting a sewer camera stuck in the line and doing some damage, Mr. Brown will have the contractor install two new sections of pipe while on site.

2. 508 Worthington Drive Property – Storm Water Management Pond:

- To date, unable to reach the property owner after several attempts; however, will continue to work on setting up a meeting.

3. Pennsylvania Avenue Sewer Upgrade Project:
 - Weather permitting, still waiting to replace several cleanout caps and do additional relandscaping.
4. Johnson Avenue Sewer Upgrades:
 - Currently, the project is 75% complete, with the concrete work at 80% complete. Mr. Brown noted that he had approved a change order for additional work to be done on Hall Street in the amount of \$7,900.00. He feels it will be necessary to put a blanket of rip rap at the bottom of the swale to slow the water during heavy rains, thus preventing erosion. This work will be done by the contractor and will cost approximately \$18,000.00. The city concrete crew will be moving the crosswalk up further on Hall Street, closer to the church for safety reasons. This new walkway will be handicap accessible. Guardrails and handrails will be installed soon. The project is still within budget and should be completed before school starts.
5. Lift Station #9 Sewer Force Main Improvements:
 - No activity to date.
6. WVDOH and City of Bridgeport Partnering to Pave Roads within the City:
 - City Council has approved money to help subsidize the paving of a portion of Johnson Avenue and Rt. 26, near South Hills and Briarwood Subdivisions. Drainage and guardrail work is included in this work.
7. New Developments:
 - Townhouses on Rt. 50 East, near Maple Lake have not started construction.
 - Phase II, Crystal Ridge will begin with the sewer and water and then the clearing of the lots.
8. White Oaks Phase II – Utility Package -
 - Work is beginning on the water, sewer and other utilities from the new Dominion Building out to Rt. 131 across from the Exxon at the Wedge.
9. Engineering Services for Belasco Trailer Court Sewer:
 - Received only two engineering proposals for the project. Mr. Brown contacted several engineering firms but still no other submissions.
10. Inspections for the Charles Pointe Storm Water Management Pond:
 - After discussing the inspection for the project with City Manager Haws, Mr. Brown has decided to use an outside inspection firm, E. L. Robinson, to do the inspections. The cost will be approximately \$18,000.00.
11. Booster Pump Station for Ridgeway Drive –
 - The city has closed on purchasing the two lots on Sherwood.
 - C. I. Thornburg has stated that the delivery for the booster station would be two to three weeks.

12. WWTP Truck:

- Mr. Brown has increased the escrowing for the new truck; however, we are still not keeping up with the increase in pricing.
- In the near future, the Board may want to go ahead and purchase the truck now verses later.

Executive Session: None

The Board set the next BUB Meeting for Thursday August 27, 2015 at 8:30 a.m.

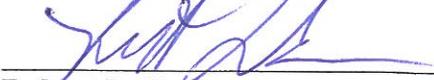
At 9:20 a.m., the meeting adjourned on a motion by Member Curry, seconded by Member Ranson and unanimously approved.

Prepared by:



Sara R. Carder, Office Administrator

Approved by:



Robert L. Greer
Chairman, Bridgeport Utility Board

Date

8/27/15