

August 26, 2014

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

REGULAR SESSION:

At 9:00 a.m., Thursday, August 26, 2014, 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 Mario Blount, Ken Curry and Joe Timms.

BOARD MEMBERS ABSENT:

Members Barry Ranson and Jack Merinar.

CITY STAFF PRESENT:

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

OTHERS IN ADDENDANCE:

The Thrasher Group representatives Dan Ferrell and Steve Buchanan, E. L. Robinson representative Ryan Haws and the media.

APPROVAL OF MINUTES:

Minutes of the July 2, 2014 Bridgeport Utility Board Meeting were unanimously approved as presented on a motion by Member Timms, seconded by Member Curry.

FINANCIAL REPORT:

- Finance Director Musgrave stated that both the Water and Sewer Fund Budgets were in good shape.
- Director Musgrave advised the Board that she had informed the Public Service Commission (PSC) that the Bridgeport Sanitary Board had now become the Bridgeport Utility Board (BUB). After several correspondences, the PSC notified her that they will approve the name change once BUB has adopted the existing Bridgeport Municipal Water and Sewer Tariffs and then issue and file them in BUB's own name. Once that change has been made, the PSC will enter an Order approving the name change. Director Musgrave will follow through with the PSC's requests.
- Director Musgrave and the Finance Board will be meeting soon to see if they can invest at a better interest rate several departments' monies, which will include

funds from the water and sewer accounts. Currently, we are only getting .3% on our investments and Ms. Musgrave believes we could be getting more like 1.3%. These are access funds and they would not be tied up for long periods of time therefore if needed, we would be able to get to those funds.

NEW BUSINESS

1. The Board next discussed entering into a contract with Glenn Johnston, Inc. for the Pennsylvania Avenue Sanitary Sewer Replacement Project.
 - The project will start along Ann's Run near Hall Valley Townhomes, heading towards Pennsylvania Avenue and ending near Summit Street. Project should begin this coming fall.
 - City Engineer stated there were five bidders for the project. Glenn Johnston, Inc. out of McKeesport, Pennsylvania was the low bidder at \$550,535.00. Second low bidder was Upton Construction at \$565,300.00 and D & M Contracting came in third at \$691,615.00.
 - Member Timms asked what the engineer's estimate was for the project. Mr. Brown stated the engineer's estimate was approximately \$700,000.00.
 - Member Curry asked if the company was o.k. Mr. Brown stated the company's references were checked and they appeared to be good. This company was also told the City of Bridgeport is very particular and they would adhere to their contract.
 - After discussing the project, a motion was made by Member Timms, seconded by Member Curry, and duly approved to enter into a contract with Glenn Johnston, Inc. for \$550,535.00, plus 10% contingency (\$55,053.50) for the Pennsylvania Avenue Sanitary Sewer Replacement Project. Project should begin in early October, 2014.

CITY ENGINEER UPDATE:

- **City Engineer's Presentation** – Due to several members not able to attend today's meeting, Mr. Brown postponed his presentation until the next meeting.
- **Glen Avenue Storm Drain Upgrade Phase II** - The project should start in early September and our in-house crew will do the work.
- **Long Term Control Plan (LTCP)** – As part of our LTCP, the city needs to do smoke testing in the area of Lift Station #4 behind the Bridgeport High School and continuing up Johnson Avenue over along Mr. Ray Blake's property. Mr. Brown asked Thrasher Engineering to provide him with a change order under their opened Engineer's Agreement with the Johnson Avenue Sewer Upgrade project to do the smoke testing. The change order will be in the amount of \$7,500.00. This will complete all items needed to be done the city's LTCP.
- **North Street Phase II Storm Water Project** – The project has been advertised. A Pre-Bid meeting will be held on September 3rd and the Bid Opening will be held on September 17th. Mr. Brown stated we will need a meeting the last of September to

consider and act on the low bidder for this project. A tentative date for the next BUB Meeting was set for September 26, 2014.

- **WWTP Upgrade Project** – Catwalk has been installed and the project is complete.
- **Rt. 50 Water Line Upgrade Project** – The design is 95% complete. The project is located near Corpening Drive area under Rt. 50 West. This area is the last of the old galvanized water pipe that needs replaced. The project should be put out to bid shortly.
- **Meadow Lane Sanitary and Storm Drain Project** – 40/45% complete. The project is going well with only two small issues arising. Old tiles found in some of the laterals under the road needed to be replaced, and one additional tree may have to come down. Project still within budget.
- **Long Street** – As previously discussed, the City is still in litigation with two property owners on Long Street, who incurred property damage when sewage came into their homes after the heavy rain storm in August, 2013. They believe the city's sewage system failed and caused their homes to be damaged. Mr. Brown stated that he recently participated in a of day mediation between all parties, but that both sides were too far apart to make any final decision.
- **Commercial Property next to White Oaks** – Approximately eleven acres belonging to Kim Pierson has been sold to the Biaforas of Morgantown. Several years back, Mr. Pierson allowed the city to run the sewer through his property so that we could get sewer to the new United Hospital Center's system. Mr. Pierson did not asked for any monetary exchange but in return for giving us an easement, he asked that when he sold the recently purchased eleven acres across from State Route 279, the city would run the sewer line to that property. The city agreed to this request. Since that time, Dr. Mossallati purchased a piece of property that the city needs to have an easement through to be able to now fulfill our agreement with Mr. Pierson. Mr. Brown has tried several times to contact Dr. Mossallati but to no avail. If the Board has no objections, Mr. Brown will have Attorney Farley send a letter to Dr. Mossallati requesting an easement through his property so that the city can bring the sewer to the eleven commercial acres next to White Oaks . He will keep the Board informed regarding this matter.
- **801 Worthington Drive Property** – Mr. Brown has tried several times to reach the property owner regarding storm water management on his property. Again, if the Board has no objections, he will have Attorney Farley send a letter on behalf of the city requesting a meeting to discuss this matter.
- **Compton Park Storm Drain Replacement Project** – City Engineer Brown informed the Board that a section of the newly placed storm drain pipe at Compton Park is failing. This is the first time our in-house crew went that deep and laid that large of a pipe. It appears that 120 to 130 feet of pipe needs to be replaced. Mr. Brown stated before he puts this replacement project out to bid, he would like to double check with a geo-tech engineer to see if anymore borings are necessary.

Executive Session: Motion to enter into executive session to discuss matters involving the sale or lease of property and advance construction planning which, if made public, might adversely affect the interests of the City and to discuss matters with counsel pursuant to the attorney/client

privilege was made by Member Timms at 9:30 a.m., seconded by Member Curry and duly approved. No action was taken.

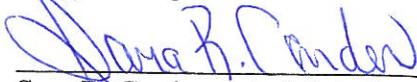
Return to Regular Session: Motion to return to regular session was made by Member Timms at 9:45 a.m., seconded by Member Curry and duly approved.

- City Engineer Authorization – A motion was made by Member Timms to continue giving authorization to the City Engineer to approve small projects and other items up to \$25,000.00 without seeking approval from the Bridgeport Utility Board. Motion was seconded by Member Curry and duly approved.

City Manager Haws noted that it is not a common practice for the City Engineer to make those types of decisions unilaterally, but does so in conjunction with city administration before taking any action.

With no other items for discussion, the meeting was adjourned at 9:50 a.m. on a motion by Member Curry, seconded by Member Timms, and duly approved.

Prepared by:



Sara R. Carder, Administrative Assistant

Approved by:



Robert L. Greer
Chairman of the Bridgeport Utility Board

Date

9/25/14