

January 27, 2016

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

REGULAR SESSION:

At 8:32 a.m., Wednesday, January 27, 2016, 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, Members Barry Ranson and Jack Merinar. Member Ken Curry joined via teleconference.

BOARD MEMBERS ABSENT:

None.

CITY STAFF PRESENT:

Director of Engineering and Public Utilities Tom Brown, Finance Director Monica Musgrave, Superintendent of Utilities Jared Cummons, City Manager Kim Haws, Assistant City Manager Jim Smith, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

CITY STAFF ABSENT:

None.

OTHERS IN ATTENDANCE:

Dan Ferrell, The Thrasher Group and Jeff Toquinto, Connect Bridgeport.

APPROVAL OF MINUTES:

Minutes of the December 10, 2015 Bridgeport Utility Board Meeting were unanimously approved as presented on a motion by Vice Chairman Timms, seconded by Member Ranson and duly approved.

PUBLIC COMMENTS:

None.

REVIEW OF FINANCIAL REPORT:

- Finance Director Musgrave reviewed the Water Renewal and Replacement Report, the Water Fund Report, the Sewer Renewal and Replacement Report, and the Sewer Fund Report for December 2015. Director Musgrave reported the budgets are in good shape.
- Finance Director Musgrave reported Michael Griffith is scheduled to begin a rate analysis in April and may have a presentation ready for the Board by the May 2016 meeting.

NEW BUSINESS:

- None.

BUDGET REVISIONS AND/OR AUTHORIZATIONS:

- None.

REPORT BY CITY ENGINEER:

- **Purchase of property at 801 Worthington Drive:** Spoke with Ralph Sutton on January 26, 2016. Mr. Sutton gave the partial release of liens to Norm Farley and would like the \$175,000.00 divided into three checks in the following manner: \$75,000.00 for Mr. Sutton, \$75,000.00 for his brother and \$25,000.00 for the easement.
- **Booster Station on Sherwood Road:** The holidays and weather delayed the project. By the first week of February, the final parts should be installed and a test will be performed thereafter. The test will need to be coordinated with the residents so they can turn off any booster equipment they may have. Telemetry is planned.
- **White Oaks Phase II:** Lines have been tested and are working.
- **Route 131 and Pennsylvania Water Project:** Some clean up and concrete work to be completed in spring. Everything is tied together and working.
- **Manhole Upgrade Project:** Abel Recon is licensed and will begin working as soon as weather permits.
- **Belasco Trailer Park Smoke Testing Project:** Design is finished. The Cherry Street project has turned out to be too big for an in-house project; therefore, The Thrasher Group was asked to give an estimate to add Cherry Street to this project. There will be an additional cost of \$11,360.00 for The Thrasher Group contract for the Preliminary Design and a Change Order will be submitted. A permit will be needed from the U.S. Army Corps of Engineers to cross streams.
- **Belcastro Farm Development:** In the design stage. There will be a pump station in and around Toys 'R Us and calculations are being done regarding a 10" line. Due to PSC regulations, the City will take over the system once completed and an Alternate Extension Agreement will be necessary.
- **Shop N Save:** Still some minor work on utilities.
- **Long Street/Hall Street Sinkhole:** The sinkhole has been temporarily corrected with a blacktop patch and will be corrected permanently in the spring.
- **Dominion Properties:** Had bid opening and Bear Contracting was approved and the design is still taking place. They are working with Tri-County Water Association and Department of Highways to see if the existing water lines and casing pipe can be utilized, which would decrease the total cost.
- **Remote Meter:** All meters have been installed and are functional. There are approximately 800 – 1000 meters to be installed and will approach the board with a proposal after looking at the budget. We plan to install 400 with an in-house crew and will contract the rest out. Will also look at installing inline meters to check for leaks. The leakage rate is at 13% and the goal is to get that number to 10%.

- **Lead Pipes:** In regards to the problem of lead content in the water supply faced by Flint, Michigan, it should be noted that we test for lead and copper and it is non-detect in our system.

THE NEXT BUB MEETING HAS BEEN SCHEDULED FOR FRIDAY, FEBRUARY 26, 2016 AT 8:30 A.M.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

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

Prepared by:

Connie Hamilton

Connie Hamilton, Office Administrator

Approved by:

Robert L. Greer

Robert L. Greer
Vice Chairman of the Bridgeport Utility Board

2/26/16

Date