**MINUTES**

**WINFIELD SANITARY BOARD**

**REGULAR MEETING**

**November 3, 2022**

**5:00 p.m.**

On Thursday, November 3, 2022, at 5:00 p.m. the meeting of the Winfield Sanitary Board was called to order by Mayor Randy Barrett, at Winfield City Hall, 12248 Winfield Road, Winfield, West Virginia.

**ATTENDANCE**

Those attending:  Rod Burns, member; Clarence Litton, member; Randy Barrett, Mayor; Nikki Phillips, City Clerk/Secretary; Billy Harper, Plant Manager

Others present:  Tim Lafon, City Lawyer (phone)

**PUBLIC:**Isaac Fadiga, Thrasher Corp.

**MINUTES**

Hearing no comments, the minutes of October 6, 2022, regular meeting were approved as presented.

**FINANCIAL**

**Bill Approval.** The bills paid for the month of October in the amount of $89,588.95; hearing no comments the bills pass as presented.

**Income/Expense.**The financial statement for the month of October; hearing no comments, the financial statement passes as presented.

**Adjustments.**The adjustments for the month of October in the amount of

 $1,240.07; hearing no questions the adjustments pass as presented.

**REPORTS**

**Staff report.**

Billy Harper reported that dirt samples are settled, the mercury tests are still outstanding. The Aqua-Aerobics order needs signature before they will process the order for spare parts. Clarence Litton suggested we get parts in as they come available instead of waiting for all of the parts to be sent in one big shipment. Billy Harper also reported that check valves are certified annually, the main inlet’s pressure regulator is not correct. Isaac Fadiga will check the plans and see what needs to be installed.

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**Staff report (cont.)**

Heat in the new plant did not work when it was turned on and the warranty ran out after one year; cost of the repair will be turned in as part of the lightning insurance claim.

**Chairman – comments/reports.  See comments below**

**UNFINISHED BUSINESS**

**Thrasher Engineering’s progress report on the new wastewater plant and expenditures if any for new bills.** No new bills were presented.

**MS-4 Program.**  Nothing to report.

**Infrastructure Projects utilizing the American Rescue Plan relief funds.  Council voted that any bills below $7,500 should be paid from regular funds and not presented as ARPA suggestions. We need to buy or rebuild a pump that Precision has quoted -$14,000 new or $7,400 rebuilt. Clarence Litton motioned to have the pump rebuilt.**

**Possibilities of spending Contingency Fund. Mayor Barrett has an email from Summit for $8,600 to protect us against future lightning strikes, but it suggests additional surge arrestors can be bought for $3,600 each. Isaac Fadiga explained that extra surge protectors provide extra protection, but Thrasher is in agreement with CAT that extra surge protectors are not necessary. Clarence Litton questioned if we were protected inside the plant? Isaac Fadiga is going to follow up.**

**Solar Panels. 25 year plan that would save 48% of our electric bill annually. If we move forward, this will need to go out for bid with the language stating “this is a budgetary quote and the City of Winfield has the right to refuse any and all bids”. Clarence Litton made the motion to seek bids with the verbiage above.**

**NEW BUSINESS**

1. **Pay APP #2, Contract #2. New SBR Plant.** There were three missed bills from Aqua Aerobics, Isaac Fadiga stated there are no more missed invoices, the additional funds available from Contract #1 are the differences in sludge. Clarence Litton motioned to submit the PAY APP to the USDA to pay Aqua Aerobics $109,255.56 to finalize Contract #2 of the New SBR Plant.

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**NEW BUSINESS** (cont.)

1. **Pay APP #2, Contract #1.** Manhole Project. Rod Burns made the motion to pay Benchmark $95,318 from ARPA funds.
2. **Thrasher bills for Manhole Project.** Inspector was part of the contract approved in February. Dennis Meadows was at the preconstruction meeting and a few days on site, he has since left and was replaced by an environmental inspector, Michael Altizer who does not know anything about manholes. Rod Burns asked for a daily report from the inspector. Rod Burns motioned that $15,420.01 (bill less meals) be paid from ARPA funds.

There was a citizen complaint about a manhole in Country View that stated it was above the ground 4-6”. No action to be taken on second Thrasher bill because the Country View manhole still isn’t fixed.

1. **WVAW Bill Estimate, Sewer Adjustment.** 315 Joshua Way would like for the board to consider adjusting her bill. WVAW underestimated the gallons used last month which resulted in a minimum sewer bill, this month was an actual reading that resulted in an bill for more gallons of water than she used over September and October. Clarence Litton motioned that the customer should only pay them minimum sewer bill for both months.

**GOOD OF THE ORDER**

Rod asked about the generator grant match, and the mayor told him that there was an extension and has not been submitted yet.

Mayor Barrett reported that the chief of police would be leaving at the end of the month.

**ADJOURNMENT**

Motion was made by Clarence Litton to adjourn at 6:13 p.m.

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    Randy L. Barrett, Chairman                                 Nikki Phillips, Secretary