

The Minutes of the Regular Meeting of the Parkersburg Utility Board

September 29, 2020

CALL TO ORDER

Pursuant to the call of its Chairman Tom Joyce, the Parkersburg Utility Board met in the Parkersburg Utility Board Administration Building, at 125 19th Street on the 29th day of September, 2020. Chairman Joyce called the meeting to order at 9:00 a.m. Due to the ongoing Coronavirus pandemic this meeting was held by telephone conference and in-person.

Roll Call

Present:

Tom Joyce, Chairman
Gregory Herrick, Vice Chairman
Robert Wright, Board Member
Mike Evans, Board Member
Jeff Reed, Counsel
Eric Bennett, Manager
Erin Hall, Comptroller
Christopher Pauley, Assistant Comptroller

Absent:

Paul Hoblitzell, Board Member

Others in Attendance:

Customer Comment

None

Consideration of Minutes

Chairman Joyce requested the Board consider the minutes of the September 15, 2020 regular Board meeting for acceptance into the record.

Motion and Vote

Robert Wright moved to dispense with the reading of the minutes and approve the minutes of the September 15th meeting as presented to the Board. Greg Herrick seconded the motion and it was approved by a unanimous vote of the Board members present.

Consideration of Financial Statements
for Period Ending June 30, 2020

Hall stated at the end of the fiscal year revenues were below budget at 97.5% with expenditures at 91.8% and a combined debt service ratio of 1.404. Hall also stated the financial statements are presented prior the GASB 68 and GASB 75 adjustments. Hall stated those combined adjustments provide a decrease to expenses of \$267,000.00.

Motion and Vote

Greg Herrick moved to accept the financial statements for the period ending 6/30/2020 as presented. Mike Evans seconded the motion and it was approved by a unanimous vote of the Board members present.

Discussion Regarding Boiler and Air Compressor
Replacement at WTP

Bennett stated Board members were provided with a brief correspondence on the issue to insure Board members were aware staff is awaiting an engineering proposal from Burgess & Niple to provide a review of the systems and design and specification for the boiler replacement.

Bennett further stated the current intent was to replace the equipment in kind, but further review determined that was likely not the best option as improvements in equipment technology made since the existing equipment was installed approximately 40 years ago. Bennett stated it needs a close review to improve the efficiency of the equipment and process.

Evans questioned the age of the hot water storage tank. Bennett responded he thought the tank was approximately 13 years old, could be a little older, and was just recently repaired at an expense of around \$2,000.00. There is another spot on the tank that actually needs attention also. Bennett stated the original tank failed and was replaced with the same tank from the same manufacturer, a smaller domestic water tank also failed around the same time and it was replaced with a conventional hot water tank.

Bennett stated the air compressors that supply air for the air operated valves are also in need of replacement. Bennett stated he felt it needs reviewed by an engineer to determine the appropriate replacement, instead of depending upon an HVAC vendor to recommend equipment.

Evans questioned what failed on the tank. Bennett stated he believed it was corrosion at a weld. Bennett stated the remaining corrosion is at a pipe connection and it was found when they removed insulation to perform the initial repair. Evans questioned if the corrosion was internal or external. Bennett stated the issues are external. Evans questioned if the issue was caused by improper insulation, paint, or material. Bennett stated the tank is made of carbon steel and the true cause of the failure is not known. Bennett stated if the tank was replaced it would very likely be done in stainless steel to minimize the possibility of corrosion.

Bennett again stated the purpose of the matter was to insure that Board members were aware they would be receiving a proposal for engineering services for the Boiler and air compressors at

the WTP. Bennett stated that design of the replacement system for the boiler would be included due to the nature of the equipment and process, the air compressor systems are not overly complicated and design work may not be necessary.

Consideration of Invoices in Excess of \$750

The following invoices totaling \$106,473.90 were considered for approval:

Atlas Towing	9.24 tons #57, 9.75 tons 1/2 crusher run and 41.33 pit run- sewer maint.	1,018.49
Atlas Towing	9.26 tons #57, 22.04 tons 1/2 crusher run and 61.26 pit run- sewer maint.	1,569.81
Continental Utility Solutions	Credit card fees- August- billing	9,047.21
Dearborn National Insurance	Employee life insurance- September 2020	849.10
Diamond Blade Warehouse	6-14" blade- sewer maint	840.49
Estabrook Corp.	6" valve pressure sensor for TWAS system- WWTP	1,239.15
Estabrook Corp.	8- rebuild kit for filters- WTP	792.40
Ferguson Waterworks	10" brass saddle, 2- 11 1/4" elbow, 8-1" pipe coupling, 10- 2" repair clamp- water maint.	1,125.65
Ferguson Waterworks	3- 1 1/2" brass adapter, 100- 3/4" insert stiffener, 2- 4" gate valve- water maint.	1,496.97
Ferguson Waterworks	6- 6" bolted pipe coupling- water maint	1,935.60
Ferguson Waterworks	2- 8" bolted pipe coupling- water maint	803.44
Ferguson Waterworks	8- 4' rod, 2- connecting rod, 2- top gasket, 2- plunger- water maint.	800.14
Hach Company	DR 3900 Analyzer-WTP	4,527.44
Harrington Industries	Mixing valve, 3- flowmeters- WTP	3,015.85
Lubeck PSD	Parkersburg revenue collected by Lubeck PSD 7.5% fee - August 2020	1,520.84
Mahone Tire Service	4- new tires-12-016- sewer maint	2,062.80
Mar- Zane, Inc.	25.97 ton cold mix- water maint.	3,116.40
Martin Marietta	9.89 tons #57, and 19.85 tons 1 1/2" limestone- water maint.	760.29
Martin Marietta	37.74 tons #57, and 20.86 tons 1 1/2" limestone- water maint.	1,551.02
Martin Marietta	9.36 tons #57, and 39.09 tons 1 1/2" limestone- water maint.	1,219.02
MonPower	Agnes St. Pump Station - September 2020	1,141.96
MonPower	Kanawha St. Pump Station - August 2020	840.15
MonPower	Kanawha St. Pump Station - September 2020	877.59
MonPower	Sayre Ave. Pump Station - September 2020	1,107.19
Perma-Liner Industries	150' 8" liner, 150' 8" calibration tube, 6- lateral resin part A, 3- lateral resin part B- sewer maint.	5,616.82
Smith Concrete	11 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	1,677.50
Smith Concrete	7 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	1,015.00
Smith Concrete	8 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,170.50
Strand Associates, Inc.	Professional services thru August 31, 2020 - Misc. & Computer Services	2,160.26
Strand Associates, Inc.	Professional services thru August 31, 2020 - SSO Abatement Report	14,265.32
Stuart Oil Co.	800 gallons diesel - all depts.	1,427.20
Stuart Oil Co.	744 gallons unleaded- all depts.	1,348.50
Stuart Oil Co.	470 gallons diesel - all depts.	872.79
Stuart Oil Co.	500 gallons unleaded- all depts.	964.75
Univar	23913.91 lb. of caustic soda 50%- WTP	6,038.26
WVPEPS	Pension expense - September 2020	26,658.00
	TOTAL APPROVED	106,473.90
Total amount of checks paid from sewer operating fund September 11- 24, 2020		176,223.36
		Check # 84159- 84308

Motion and Vote

Robert Wright moved the list of invoices over \$750, dated September 29, 2020 in the amount of \$106,473.90 be approved for payment as submitted to the Board. Greg Herrick seconded the motion and it was approved with a unanimous vote of the Board members present.

Other Business

Extension of Administrative Order 4566

Bennett stated the extension letter from WVDEP was received the previous day providing an additional 6 months to determine the next compliance schedule and attempt a re-designation to CSO system.

Next Meeting Date

Erin Hall stated the next regular meeting would be October 13, 2020.

Board members agreed to meet in regular session, at the Parkersburg Utility Board Administration Building in the conference room, at 9:00 a.m. on October 13, 2020.

Robert Wright stated he would be unable to physically attend the meeting.

Adjournment

Robert Wright moved the meeting be adjourned. Greg Herrick seconded the motion and it was approved by a unanimous vote of the Board members present. The meeting adjourned at 9:10 a.m.

Respectfully Submitted:

Eric Bennett, General Manager