

The Minutes of the Regular Meeting of the Parkersburg Utility Board

January 9, 2019

CALL TO ORDER

Pursuant to the call of its Vice Chairman John Lutz, the Parkersburg Utility Board met in the Parkersburg Utility Board Administration Building, at 125 19<sup>th</sup> Street on the 9<sup>th</sup> day of January, 2019. Vice Chairman John Lutz called the meeting to order at 8:58 a.m.

Roll Call

Present:

John Lutz, Vice Chairman  
 Gregory Herrick, Board Member  
 Paul Hoblitzell, Board Member  
 Robert Wright, Board Member (joined at 9:03 by telephone)  
 Jeff Reed, Counsel  
 Christopher Pauley, Assistant Comptroller  
 Erin Hall, Comptroller  
 Eric Bennett, Manager

Absent:

Tom Joyce, Chairman

Others in Attendance:

Craig Richards, Burgess & Niple  
 Lise Sibicky, Burgess & Niple  
 Evan Bevins, Parkersburg News & Sentinel

Consideration of Minutes

Vice Chairman Lutz requested the Board consider the minutes of the December 12, 2018 regular board meeting for acceptance into the record.

Motion and Vote

Greg Herrick moved to approve the minutes of the December 12, 2018 meeting as submitted to the Board. Paul Hoblitzell seconded the motion and it was approved by a unanimous vote of the Board members present.

Consideration of Financial Statements  
 For period ending October 31, 2018

Hall stated as of October 31, revenues are slightly above budget O&M expenses below budget with a year to date combined debt service ratio of 1.549.

## Motion and Vote

Paul Hoblitzell moved to accept the financial statement as submitted. Greg Herrick seconded the motion and it was approved by a unanimous vote of the Board members present.

### Presentation of Comprehensive Water System Evaluation Update

Bennett stated Craig Richards and Lise Sibicky were here to provide Board members with an overview of the Comprehensive Water System Evaluation Update report.

Sibicky stated the water report update was completed in 2018 and was reviewed and approved by PUB staff. Also stating the evaluation has been ongoing since the late 90's as required by the Bond Ordinances. Sibicky stated the focus of the report this time was to focus on water supply, water treatment plant and distribution system.

Sibicky stated over the last ten years the utility has experienced a somewhat reduced customer base as well as reduced consumption. Sibicky also stated that unaccounted for water has remained around the 23% mark, and WVPSC has a target of 15%. The planning period in the report anticipates essentially no to flat growth with demand not projected to increase.

Sibicky reviewed what had been completed since the previous report update, stating the WTP clarifiers were rehabilitated, WTP filter valve replacement and Phase I and Phase II distribution main improvements.

Sibicky also stated the source water protection plan was completed in 2016. This report required by SB234, required assessment of alternative or backup water supplies. It was further stated that due to Parkersburg's size the available interconnections were very limited in what could be provided so PUB's best option was a backup water supply. Sibicky stated that radial collector well #2 which is one of the lower producing wells could be converted to a river intake at a cost of approximately 2.7 million dollars. This project would install laterals at a higher level that actually protrude into the water instead of the aquifer below the river bed where they are currently installed. Hoblitzell questioned what would be installed. Sibicky stated it would be screened intake pipes sized for approximately 5,000 gpm.

Sibicky discussed the next item would be the backwash basin at the water treatment plant, stating the existing basin is a structure which was part of the old plant and was repurposed for a backwash water basin as part of the early 80's plant construction. Sibicky stated that when filters are backwashed it requires a large volume of water that needs to sit to allow the solids to settle, then a portion of the water is recycled back to the head of the plant. Sibicky further stated that it is an old basin and a fairly thorough inspection was performed when it was removed from service recently. Sibicky further stated there are problems with valving and the basin is not configured properly for the current use, it was originally designed as a flocculation/sedimentation basin.

Sibicky stated two options were investigated to make the backwash settling process more efficient and effective. Sibicky stated the first option was upgrading the existing structure which would include, valve and piping upgrades, handrail replacement, significant concrete repair and

alteration. Sibicky stated this option is estimated to cost \$570,000. The second option was the construction of a new structure that is designed specifically for this function and it would be significantly smaller than the current basin. Sibicky stated the estimate for a new basin is approximately 1 million dollars.

Sibicky stated the high service pumps at the treatment plant were also reviewed for need of improvement. Sibicky further stated PUB operates the plant at the same rate of pumping to the distribution system which keeps the plant on an even keel without fluctuations in the flow rate. She further stated that recent improvements installed variable frequency drives (VFD) on the well pumps which will provide good control over what is pumped to the plant, but at the plant it is necessary to throttle valves to control the flow leaving the plant. Sibicky stated the two options were looked at to remedy this issue, as well. She stated the first option would be the installation of a VFD on one of the 4 MGD pumps at a cost of \$80,000. She stated the second option would be the installation of a new 3.5 MGD pump and VFD at a cost of \$161,800.

Sibicky stated another item at the treatment plant was the replacement of filter media. She stated we are awaiting the results of an evaluation of a core from the filters by a firm specializing in filters. Sibicky noted regardless of the results of the analysis the media will have to be replaced at some point in the near future and that greensand is not cheap. Hoblitzell questioned what exactly is greensand. Sibicky responded that it was specially coated media that helps remove manganese from the water supply. Sibicky stated the estimated cost for replacement of media in all eight filters is \$824,000. She also stated that it could be phased to do one bank of four which was what PUB did previously. Hoblitzell questioned what was the anticipated life expectancy of the media. Sibicky responded that it is dependent upon flows and materials being removed, and since the plant is currently operating well below peak capacity it would have a longer life cycle since the last time it was replaced.

Lutz questioned when it was replaced previously. Bennett stated that it was replaced around 2000 and that it had been in operation for approximately 20 years at the time. Bennett further stated the efficiency of the operation of the plant prior to that was not as good as the efficiency of the plant since the media was replaced. Sibicky stated this item was more for planning purposes than an immediate need.

Sibicky stated the next item was the need for a system-wide leak survey as PUB has had less than satisfactory numbers for unaccounted for water for many years. Sibicky stated PUB has invested in leak detection/correlation equipment but it would be difficult to perform a system-wide survey with current staffing. She further stated there are companies that perform system-wide surveys and for a system of Parkersburg's size the estimate cost would be in the range of \$100,000. The initial survey would likely raise questions in certain areas of the system that would require a more detailed survey. Sibicky stated the water meter replacement project could also benefit this analysis as the more accurate meters could be utilized to insure that water consumption numbers are accurate.

Sibicky stated moving to the needs of the distribution system, there has been an area of customers in the Blizzard Dr. and 15<sup>th</sup> Avenue area that are above an elevation of 700 feet and have lower pressures and fire flows. Sibicky stated there were three alternatives looked at to improve service in these areas. She stated the first would be to connect the system to the Marrtown service area with a transmission main as the Marrtown tank service area does not

require the tanks current capacity. Sibicky stated the estimated cost for this option is 1.1 million dollars. Sibicky stated the second alternative would be the construction of a new water storage tank creating a separate pressure zone in the system this could be done at a cost of 1.5 million dollars. Sibicky stated the third alternative was the construction of a new tank with a much higher overflow elevation to improve service pressures for all of south side this improvement has an estimated cost of 4.7 million dollars, and even with this improvement pump stations would still be required at Ridgeway Ave., Grandview St. and David Lee Dr.. Sibicky stated an alternative has not been selected to remedy this issue and there is time for more discussion to determine if there are other opportunities for this location.

Sibicky stated another smaller pressure related issue that was investigated was the Paddock Green Drive area that is served by the North/Emerson Booster station. Sibicky stated that when the transmission line from Rosemar tank was constructed to the Woodland Park area it was anticipated that the Emerson booster would be eliminated but the customers on Paddock Green were overlooked and there elevation would not allow the station to be eliminated. Sibicky stated a small station could be constructed to serve approximately 14 customers at a cost of \$270,000 or an additional option is to purchase water from Union-Williams to serve these customers at an estimated cost of \$12,000.

Sibicky stated yet another pressure related issue was investigated for the 36<sup>th</sup> Street end of Core Road. Sibicky stated the alternative here is to switch customers from the North Reservoir to the Lee's Hill tank in an effort to increase pressures and improve service to the area at an estimated cost of \$5,000. Sibicky stated the exact class of 4-inch asbestos cement pipe would need to be determined to insure the pipe would not be introduced to pressures in excess of what are considered acceptable for the class.

Sibicky then discussed the large diameter main replacements, as determined by PUB staff. These proposed replacements deal with locations that have a significant maintenance history or a need to complete reinforcing loops in the system. Sibicky stated the installation of approximately 37,000 feet of water main has an estimated cost of 6.2 million dollars.

Sibicky then discussed the small diameter main replacements, as determined by PUB staff. These proposed replacements are for 2-inch and smaller lines that will be replaced with 4 or 6 inch mains. Sibicky stated the estimated cost to replace approximately 19,000 feet of small diameter water mains is 3.3 million dollars.

Sibicky stated the next item covered in the report is recommended improvements to the water storage facilities. Sibicky stated several of the items were recommended by recent tank inspection completed at the request of PUB staff as required on a routine basis. She stated these reports were reviewed by Burgess & Niple. Sibicky further stated there were some common improvements listed for all locations. She also stated the most significant recommendation was for significant recoating of the concrete and waterproofing at South Reservoir. Sibicky stated the common improvements included the installation of mixing systems and vent replacements or repair. She stated an estimated cost to perform all water storage tank improvements as recommended would be \$595,000.

Sibicky discussed the next item covered in the report is water meter replacements and that staff has already replaced approximately 2,000 meters with Sensus IPerl meters capable of radio or

remote read. Sibicky stated if the Board wanted to expedite this process by purchasing meters and paying a contractor to complete the installation the estimated cost would be approximately 5 million dollars.

Hoblitzell questioned if the cost of meter replacement included replacement of shut off valves. Bennett stated the cost does not and it would not be anticipated to have that need. He further stated some meter yokes may need to be replaced but it would be limited. Bennett further stated with the new system it would either be a drive by system or a remote read system. The remote read system operates across antennas and a reading is delivered on a daily basis, alarms are also available for suspected leaks, reversed flow and other issue. Bennett stated it is an excellent system and could provide a great benefit in reducing customer costs associated with leaks on their services.

Sibicky further stated there would be savings associated with equipment and personnel necessary to read and maintain the meters. Sibicky also reiterated the new meters would be useful in water loss investigations recommended previously.

Sibicky discussed the next item has been covered in previous reports or separate studies to determine possible interconnections with surrounding water systems to be utilized when necessary to supplement or provide flow in an emergency situation or as a permanent source. Sibicky stated the possible connection with the City of Vienna and that PUB had provided Vienna with a substantial portion of their daily demand during the period residents were ordered not to drink the water due to the revision of health advisory level for C8.

Sibicky stated a report that could provide Vienna all of their daily demands included a couple of different alternatives that would cost approximately 3 million dollars each. Sibicky further stated if Vienna's situation changes and they wish to purchase water from PUB a conceptual plan has already been prepared.

Sibicky further discussed possible or existing connections to the smaller communities encompassing Parkersburg's system.

Sibicky discussed the need to have additional conversations with PUB to determine what projects will be selected and how they could be funded.

Lutz questioned what the average unaccounted for water was in the state. Bennett stated it depended on how accurate the entity is in reporting. Bennett further stated PUB is probably in the normal range for larger older communities. Sibicky stated that small communities with predominantly plastic pipe have relatively low numbers. Richards stated they have seen lost water numbers on both sides of the river in the 30 and 40 percent range. Sibicky stated that was correct due to older communities with mostly old cast iron pipes it is not unusual to see high numbers and that some of the communities are simply trying to replace everything.

Lutz questioned how comprehensive the leak assessment contractor would be, what would be gained. Bennett stated we would receive a picture in time of the system as a whole when they had the listening devices in place. Bennett stated PUB had the equipment but not the manpower to do a system wide survey, PUB utilizes it in areas we know we have a problem or locations where paving projects are proposed to determine if we have a problem that can be corrected prior to

construction. Bennett stated he felt PUB needs to have a system wide survey completed as the last complete system survey was completed prior to 1994. Bennett stated they would utilize leak correlating devices to provide a general location of possible leaks and then they would utilize leak detection equipment to pinpoint the leaks.

Herrick questioned the longevity of the cost estimates. Sibicky replied that over the past few years construction costs has been relatively flat and there are contingency and quantity contingencies included. Herrick replied that costs have not been bouncing around and Sibicky agreed. Sibicky also stated that all water main routes were physically reviewed to determine the best location for the mains to be installed and better determine quantities and make the estimates more accurate.

Hoblitzell asked what would be our most significant problem in the system. Bennett responded it would be the mains that are the most significant issue that needs to be addressed. Hoblitzell questions what joint types were utilized on the old cast iron. Bennett stated the old cast iron would be mostly leaded bell and spigot pipe couplings. Bennett also stated the small diameter galvanized continue to be problematic.

## Consideration of Invoices in Excess of \$750

The following invoices totaling \$388,803.54 were considered for approval:

Allmax Software Inc.	Operator10 annual software support- WTP	930.00
Atlas Steel & Supply	84' of 4" black pipe- water maint.	976.92
Atlas Towing	8.7 tons # 8, 40.88 tons pit run, & 22.20 tons 1 1/2" crusher run - sewer maint.	1,021.44
Atlas Towing	8.76 tons # 57, 53.73 tons pit run, & 10.54 tons 1 1/2" crusher run - sewer maint.	960.41
Atlas Towing	9.35 tons # 57, 81.71 tons pit run, & 9.65 tons 1 1/2" crusher run - sewer maint.	1,270.53
Bearing Distributions	material for rebushing chicago pumps @ 4 stations	854.50
C.I Thornburg	4" meter with strainer- meter shop	2,877.99
City of Parkersburg	Workers Compensation - December 2018	6,321.26
Complete System Support	8 hrs- data extraction- billing software	960.00
Consolidated Pipe & Supply Co.,	8" tapping valve, 8" tapping sleeve, 6" X 8" cross- water maint.	1,242.24
Custom Truck Plus	1- truck cap- 10-005	2,388.00
Dearborn National Insurance	Employee Life insurance- December 2018	815.18
DLT Solutions, LLC	5- Autocad subscription annual renewal fee	3,501.30
Dominion Energy	WWTP / Administrative Building - November 2018	3,047.08
Dominion Energy	Water Maint- November 2018	795.48
Ferguson Waterworks	12- clamps, 63- various size couplings, 2- strap saddle - water maint.	4,676.00
Ferguson Waterworks	73- 20"meter lid & 15" ring- water maint.	2,555.00
Fisher Scientific	fluoride probe- WTP	899.65
Frontier	Phone service - December 2018	947.54
Hach Company	Controller for PH reading @ PT building- WWTP	2,178.68
Hach Company	6- Versapore filter, 8 DPD Indicator, 8- buffer, LDO Interricap- WWTP	777.85
Mahone Tire Service	2- titan tires, 2- change, 2- disposal- 72-103	1,198.00
Martin Marietta	10.12 tons # 57, 36.95 tons #67 & 19.89 tons 1 1/2" limestone - water maint.	1,555.23
Martin Marietta	27.45 tons #67 & 10.40 tons 1 1/2" limestone - water maint.	884.48
MonPower	Kanawha St. Pump Station - December 2018	1,024.55
MonPower	Agnes St. Pump Station - December- 2018	3,096.95
MonPower	6th St. Pump Station - December 2018	4,885.30
MonPower	Neal Run Pump Station- December 2018	967.72
MonPower	1st. Ave. Pump Station - December 2018	5,699.26
MonPower	Waste Water Treatment Plant - December 2018	25,952.55
MonPower	Water Treatment Plant - December 2018	19,913.77
Parkersburg Utility Board	Sewer bill - WTP - December 31, 2018	14,671.83
Parkersburg Utility Board	Water bill - WWTP - December 31, 2018	1,241.29
Pipelines, Inc.	6- 6" valve- water maint.	2,640.00
Pipelines, Inc.	12- 6" nut plug, 24- 6" pvc bend, 6- 12" adapter, 24- 8" adapter- sewer maint.	888.48
Pipelines, Inc.	3- 5' hydrants- water maint.	4,932.00
Pipelines, Inc.	1- coupling,100- 3/4" insert, 17- 3/4" elbow 98- various sizes clamps, valves, tees, and megalug- water maint.	5,191.25
Pipelines, Inc.	5- 5' fire hydrant- water maint	7,450.00
Pitney Bowes	Quarterly Smartmailer lease- billing	753.00
Reserve at Edison Hill	4- CAC rebates - water	37,089.60
Reserve at Edison Hill	4- CAC rebates- sewer	37,634.40
Retiree Health Benefit Trust Fund	Contribution for retired employee health insurance- December 2018	13,819.52
Sal Chemical	4562.87 gals of sodium hypochlorite - WWTP	3,321.58
Shirt Factory & Sporting Goods	60- SS pocket tees, 36- LS tees- sewer maint.	815.04
Smith Concrete	10 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,510.00
Smith Concrete	7.5 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,087.50
Smith Concrete	8 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	1,208.00
Strand Associates, Inc.	Professional services thru November 30, 2018 - Computer and Misc. Services	1,683.87
Strand Associates, Inc.	Professional services thru November 30, 2018 - SSO Abatement Report	34,067.93
Suttle & Stalnaker	Auditing Services- 2018	22,000.00
US Postmaster	Postage for billing- December 2018	5,974.82
Walker Machinery	wheel & replacement parts - 72-103	874.72
West View Cunningham	Ball Check for PC sludge pumps- WWTP	3,619.09
WVPEIA	Employee Health Insurance - December 2018	58,089.36
WVPERS	Pension expense - December 2018	26,954.17
	TOTAL APPROVED	388,803.54
Total amount of checks paid from sewer operating fund December 7, 2018 - January 4, 2019		522,059.41
		Check # 78750-78946

### Motion and Vote

Paul Hoblitzell moved the list of invoices over \$750, dated January 9, 2019 in the amount of \$388,803.54 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

#### Assistant Manager/Chief Engineer Candidate

Bennett stated the candidate for the Assistant Manager's position would be in attendance at the next Board meeting to have additional discussions and make his final decision.

### Next Meeting Date

Erin Hall stated the next regular meeting would be January 23, 2019.

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 January 23, 2019.

### Adjournment

Greg Herrick moved the meeting be adjourned. Paul Hoblitzell seconded the motion and it was approved by a unanimous vote of the Board members present. The meeting adjourned at 9:42 a.m.

Respectfully Submitted:

Eric Bennett, General Manager