

The Minutes of the Regular Meeting of the Parkersburg Utility Board

November 26, 2019

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 26th day of November, 2019. Vice Chairman Lutz called the meeting to order at 9:15 a.m.

Roll Call

Present:

John Lutz, Vice Chairman
Paul Hoblitzell, Board Member
Robert Wright, Board Member
Jeff Reed, Counsel
Christopher Pauley, Assistant Comptroller
Eric Bennett, Manager

Absent:

Tom Joyce, Chairman
Gregory Herrick, Board Member
Erin Hall, Comptroller

Others in Attendance

Evan Bevins, Parkersburg News & Sentinel

Consideration of Minutes

Vice Chairman Lutz requested the Board consider the minutes of the November 12, 2019 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 November 12th meeting as presented to the Board. Paul Hoblitzell seconded the motion and it was approved by a unanimous vote of the Board members present.

Consideration of Engineering Agreement
for AST inspections

Bennett stated Board members were provided a correspondence with a copy of the agreement. Bennett further stated this agreement is necessary for the inspection of 13 chemical or fuel tanks utilized by PUB to comply with the state law on above ground storage tanks that was enacted following the Freedom Industries spill in the Elk River.

Bennett stated the agreement includes a not to exceed fee of \$25,000. Bennett further stated he believed this was a conservative number as when it was done the first time the actual cost was a little over \$19,000.

Hoblitzell asked why the cost was so high. Bennett stated it was for the inspection and certification of 13 tanks and containment facilities of differing construction in accordance with the appropriate standards. Hoblitzell questioned if they performed an internal inspection. Bennett stated the tanks were not drained it was an external inspection.

Bennett stated if we are ever successful in attracting an engineer this task can be completed by them and we would not have to expend these funds every other year. Bennett stated the law requires that every third inspection shall be completed by a professional engineer or someone certified to inspect that construction of tank. Bennett stated every other year they can be inspected and certified internally. Bennett stated that he has performed those inspections since the law was enacted.

Hoblitzell questioned who was performing the work. Bennett stated the work would be performed by Burgess & Niple. Hoblitzell questioned if Pickering bid on the work. Bennett stated quotes were not requested as Burgess & Niple was selected as the engineer for the water system.

Motion and Vote

Robert Wright moved to approve the agreement with Burgess & Niple at a not to exceed cost of \$25,000 for the inspection of AST's in accordance with state law. Paul Hoblitzell seconded the motion and it was approved with a unanimous vote of the Board members present.

Consideration of Invoices in Excess of \$750

The following invoices totaling \$168,346.96 were considered for approval:

AquaLaw	NPDES Permit- WWTP	1,767.50
Brenntag Mid-South, Inc.	4611 gals of sodium hypochlorite- WTP	3,828.58
Burgess & Niple	Professional services thru October 26, 2019- Worthington Home Ext.	1,507.38
Burgess & Niple	Professional services thru October 26, 2019- Marttown Ext.	17,148.38
Burgess & Niple	Professional services thru October 26, 2019- Garfield Ave. - Water Line	3,964.65
C.I. Thornburg	90- 5/8"meter- meter shop	11,700.00
C.I. Thornburg	100- single port transceiver unit touch coupler- meter shop	13,000.00
Continental Utility Solutions	Credit card processing fee- October 2019	1,462.50
Everett L. Harper & Son, Inc.	Equipment and labor for pavement restoration- water maint.	11,770.00
Ford Hall Company	3- complete set of replacement brushes for clarifiers- WWTP	856.80
Griffith & Associates, PLLC	Hill Street sewer project- gravity- LJDC Assist	1,568.25
Hach Company	Sulfuric acid, EDTA solution, DPD free chlorine, 2- phosphate powder, 2- stable cal turbidity- 4- phenol indicat	924.27
JCI Jones Chemical	3088 gals of sodium hypochlorite- WWTP	2,532.16
Lubeck PSD	Parkersburg revenue collected by Lubeck PSD 7.5% fee - October 2019	1,566.08
Matheny Motor	Hino 2019 338 Chassis with dump body, extended warranty on engine & aftertreatment equipment- water main	86,408.00
MonPower	Agnes St. Pump Station - November 2019	1,576.33
MonPower	Sayre Ave. Pump Station - November 2019	1,016.61
Nutech Control Products	New radio for well #5- WTP	1,362.75
OnSolve, LLC	Annual contract for mass calling system - August 10, 2019 - August 9, 2020	4,900.00
Petroleum Products	200- transguard tractor oil- equipment maint.	3,243.80
Pipelines, Inc.	15- meter box cover, 14- 3/4" curb stop, 25- various size repair clamps, 44- various size couplings - water ma	5,091.55
Pipelines, Inc.	30- coppersetter, 2" coppersetter, 61- 1" pavement risers- water maint.	6,505.00
Pipelines, Inc.	20- 8" iron pipe, 8" sleeve, 3- 8" megalug, 24- 8" adapter- sewer maint.	1,179.37
Seckman Pest Control	Quarterly pest control - all depts.	755.00
Smith Concrete	6.5 yds. of 9 bag 2% Hi-Early concrete - water maint.	942.50
Smith Concrete	6 yds. of 9 bag 2% Hi-Early concrete - water maint.	870.00
Smith Concrete	10 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,450.00
Smith Concrete	7.5 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,087.50
Smith Concrete	10 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,510.00
Smith Concrete	10 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	1,450.00
Strand Associates, Inc.	Professional services thru October 31, 2019 - SSO Abatement Report	11,003.14
Stuart Oil Co.	700 gallons unleaded- all depts.	1,601.95
Stuart Oil Co.	600 gallons diesel- all depts.	1,356.76
United Refrigeration	3- 4" elbow, 1/2" range connector, program thermostat, unit heater - WTP	961.61
West View Cunningham	2- nordel diaphragm, plate clamp- WWTP	2,607.65
WVDEP	Aboveground storage tank fee- WTP & WWTP	2,355.21
WVPERs	Pension expense - November 2019	26,950.90
	TOTAL APPROVED	239,782.18
Total amount of checks paid from sewer operating fund November 12- November 22, 2019		166,194.11
		Check #81695-81798

Pauley stated the new dump truck was parked in the rear parking lot. Wright stated he thought it would be sometime before it was received. Bennett stated per the bid it was 60 days, but Bennett was confident it would be delivered long before 60 days. Bennett stated staff had removed the requirement for the tarp system at \$1,500 and added 2 years of warranty on the engine and aftertreatment equipment at a cost of approximately \$850, making the total cost \$86,408. Bennett further stated the aftertreatment equipment is what has been the problem on the international trucks in recent years.

Motion and Vote

Paul Hoblitzell moved the list of invoices over \$750, dated November 26, 2019 in the amount of \$239,782.18 be approved for payment as submitted to the Board. Robert Wright seconded the motion and it was approved with a unanimous vote of the Board members present.

Other Business

Next Meeting Date

Chris Pauley stated the next regular meeting would be December 10, 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 December 10, 2019.

Robert Wright stated he would not be available for that meeting.

Adjournment

Robert Wright 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 9:21 a.m.

Respectfully Submitted:

Eric Bennett, General Manager