

The Minutes of the Regular Meeting of the Parkersburg Utility Board

November 12, 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 12th day of November, 2019. Chairman Joyce called the meeting to order at 9:00 a.m.

Roll Call

Present:

Tom Joyce, Chairman
 John Lutz, Vice Chairman
 Gregory Herrick, Board Member
 Robert Wright, Board Member
 Jeff Reed, Counsel
 Christopher Pauley, Assistant Comptroller
 Eric Bennett, Manager

Absent:

Paul Hoblitzell, Board Member
 Erin Hall, Comptroller

Others in Attendance

Consideration of Minutes

Chairman Joyce requested the Board consider the minutes of the October 30, 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 October 30th meeting as presented to the Board. John Lutz seconded the motion and it was approved by a unanimous vote of the Board members present.

Discussion Regarding PSC Regarding
 PSC Complaint

Bennett recommended the Board go into executive session.

Motion and Vote

John Lutz made a motion to take the meeting into executive session pursuant to WV State Code 6-9A-4(11). Greg Herrick seconded the motion and it was approved by a unanimous vote of the Board members present.

The meeting entered into executive session at 9:04 a.m.

The meeting returned to open session at 9:20 a.m.

No action was taken.

Consideration of Invoices in Excess of \$750

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

Alfa Laval, Inc.	2- safety switch- WWTP	827.91
Allmax Software	Annual support- WTP	1,500.00
Atlas Towing	17.32 tons #57, 15.53 tons 1/2 crusher run and 52.88 pit run- sewer maint.	1,203.98
Bridgeport Equipment	New compressor for lining trailer- sewer maint.	1,789.00
C.I. Thornburg	Autogun- meter shop	1,516.91
Camden Materials	11.05 tons blacktop - sewer maint.	787.31
Casto Technical Services	Labor and material used to troubleshoot, diagnose and repair HVAC unit- admin	1,823.23
Charleston Blueprint	Magnetic locator- technical	1,053.00
City of Parkersburg	Workers Compensation - October 2019	6,321.00
Dominion Energy	Gas line damages- water maint.	2,502.80
Dominion Energy	Gas line damages- water maint.	1,530.27
Dreier & Maller	Camera repair- sewer maint.	3,340.38
Environmental Products	6" root saw kit, 2- 1" small finned extensions- 12-004- sewer maint.	1,690.21
Everett L. Harper & Son, Inc.	Labor and equipment for concrete and asphalt restoration- water maint.	10,610.00
Everett L. Harper & Son, Inc.	Labor and equipment for concrete and asphalt restoration- water maint.	11,590.00
Ferguson Waterworks	24- 6" adapter, 48- 6" elbows, 12- 8" tee, 56' of 12" pipe, 84' of 8" pipe- sewer maint.	2,414.07
Frontier	Phone service - October 2019	968.99
JCI Jones Chemical	3076 gals of sodium hypochlorite- WWTP	2,522.32
Jeffrey Reed	Legal- October 2019	1,035.00
Mar- Zane, Inc.	19.56 ton cold mix- water maint.	2,347.20
Martin Marietta	37.02 tons #57 and 39.46 tons 1 1/2" limestone - water maint.	1,803.49
Martin Marietta	19.82 tons #57 and 20.05 tons 1 1/2" limestone - water maint.	941.61
MonPower	1st. Ave. Pump Station - October 2019	3,907.40
MonPower	6th St. Pump Station - October 2019	4,478.78
MonPower	Water Treatment Plant - October 2019	16,067.32
MonPower	Waste Water Treatment Plant - October 2019	18,422.99
MonPower	Kanawha St. Pump Station - November 2019	923.58
Murray Sheet Metal	Roof replacement- 6th St. pump station	7,137.00
Parkersburg Utility Board	Sewer bill - WTP - October 2019	14,483.37
Parkersburg Utility Board	Water bill - WWTP - October 2019	1,030.41
Perma- Liner Industries	200' of 8"liner, 200' of 8" calibration heat tube, 8- lateral resin part A, 4- lateral resin part B- sewer maint.	8,038.64
Pipelines, Inc.	14" tapping sleeve- water maint	1,272.23
Pipelines, Inc.	4- 12" repair clamp, 2- 6" repair clamp- water maint	855.34
SmartBill	Postage and service fee- billing	7,919.60
Smith Concrete	6 yds. of 9 bag 2% Hi-Early concrete - water maint.	870.00
Smith Concrete	6 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	870.00
Smith Concrete	6 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	870.00
Smith Concrete	5.5 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	797.50
Smith Concrete	5.5 yds. of 9 bag 2% Hi-Early concrete - water maint.	797.50
State Electric Supply	Power module for VFD- #2 pump- 6th St. pump station	11,090.26
Stuart Oil Co.	859 gallons diesel - all depts.	2,260.89
Stuart Oil Co.	600 gallons unleaded- all depts.	1,373.10
Ferguson Waterworks	320' of 8" pipe- sewer extension- Station #5- Blizzard Dr.	4,762.37
	TOTAL APPROVED	168,346.96
Total amount of checks paid from sewer operating fund October 28- November 8, 2019		217,638.67
		Check #81563- 81692

Herrick questioned the invoice for Murray's Sheet Metal for 6th Street pump station. Bennett responded that was the final invoice for the roof replacement project. Bennett stated they had completed the roof some time ago but the coping still had to be installed, which is what this invoice covers.

Motion and Vote

John Lutz moved the list of invoices over \$750, dated November 12, 2019 in the amount of \$168,346.96 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

Next Meeting Date

Chris Pauley stated the next regular meeting would be November 26, 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 November 26, 2019.

Adjournment

Greg Herrick moved the meeting be adjourned. Robert Wright seconded the motion and it was approved by a unanimous vote of the Board. The meeting adjourned at 9:23 a.m.

Respectfully Submitted:

Eric Bennett, General Manager