

The Minutes of the Regular Meeting of the Parkersburg Utility Board

June 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 June, 2019. Chairman Tom 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
Paul Hoblitzell, Board Member
Robert Wright, Board Member
Jeff Reed, Counsel
Erin Hall, Comptroller
Eric Bennett, Manager

Absent:

Christopher Pauley, Assistant Comptroller

Others in Attendance:

Jenna Pierson, Parkersburg News & Sentinel

Consideration of Minutes

Chairman Joyce requested the Board consider the minutes of the May 29, 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 May 29th meeting as presented to the Board. Paul Hoblitzell seconded the motion and it was approved by a unanimous vote of the Board.

Consideration of Financial Statements
For Period Ending 4/30/2019

Hall stated as of 4/30/2019 revenues are slightly above budget and operation and maintenance expenditures are slightly below budget, with a year to date combined debt service ratio of 1.475.

Hoblitzell questioned why the monthly debt service ratio for water was lower than previous months. Hall responded that revenue was decreased for the month.

Lutz questioned why revenues for taps and connection charges were at 177%. Hall stated that was actually for the interest income just below that item and there has been a good jump in interest to provide additional revenue over what was budgeted.

Motion and Vote

Paul Hoblitzell moved to accept the financial statements for period ending 4/30/2019 as presented. John Lutz seconded the motion and it was approved by a unanimous vote of the Board.

Discussion Regarding Options to Correct Failed Sanitary Sewer

Bennett stated that an aerial section of sewer had failed in a right of way behind the former Kmart on southside. Bennett stated that you can see an open pipe out in the air on at least one of the attached photos. Hoblitzell questioned why it failed. Bennett responded while referencing one of the photos there was a slip that took the pipe with it. Bennett again referenced a photo pointing out a chain link gate that was attached to the pipe to prevent people attempting to walk the pipe and that it was displaced by several feet to the left and well below where it should be. Bennett stated the original sewer installation occurred in 1975 and from the plans it included a concrete bridge with an 8-inch clay sewer, at some point it failed and the Sanitary Board replaced it with ductile iron pipe, welded at each joint and it has held up well until the ground moved and every weld failed.

Bennett stated his preference would be to correct it by installing drainage pipe and fill to allow for a conventional sanitary sewer installation. Bennett further stated the option would likely be the most expensive but we would not have the concern of the pipe failing again in the future. Bennett stated other options included long span ductile iron pipe with piers or the utilization of beams to construct a bridge to lay the pipe on. Hoblitzell questioned the option of installing the culvert and placing the fill over an extended time period. Bennett stated we would still have the issue of installing a pipe until the fill was completed.

Lutz questioned what size culvert would be utilized. Bennett stated the culvert feeding the ravine approximately 200 upstream is a 60 inch. Bennett further stated that a 60 inch or maybe 72 inch should be adequate.

Hoblitzell questioned if the sanitary sewer was a gravity main or a force main. Bennett responded it was a gravity main.

Bennett stated PUB staff was unsure how long prior to being found that the failure had occurred. Bennett went on to say one of the jet/vac truck operators was in the area performing routine sewer cleaning when a gentlemen advised him of the issue.

Herrick questioned the height of the aerial crossing. Bennett stated the line was approximately 16 feet above ground level at the center of the ditch. Bennett stated it was actually one of the aerial crossings that did not act as a possible dam during storm events.

Hoblitzell questioned the length of exposed pipe in the crossing. Bennett stated there was approximately 57 to 60 feet of aerial pipe.

Joyce questioned Bennett's preference. Bennett stated his preference would be to install culvert and place fill to a point at least three feet above the sanitary sewer and then install the sewer. Bennett stated if it is done correctly we should not have to worry about this pipe in the future. Bennett stated the cost of that option is likely to be costly compared to the option of replacing the pipe as an aerial installation.

Bennett stated that because of the location he does not believe PUB has the appropriate equipment or staffing to perform the replacement no matter which option is chosen.

Lutz stated he believed the culvert was the best option that we just need to see cost difference between the options. Bennett stated we will get costs from contractors for both options and bring it to the Board.

Hoblitzell questioned how deep the piers would be installed, to bedrock. Bennett stated he was unsure but doubted they would need to go to bedrock. Hoblitzell stated you would have to have good stability. Bennett agreed. Hoblitzell questioned how you would get in to the location to drill for the piers. Bennett stated again that is why he believes the work will have to be performed by a contractor.

Herrick questioned the use of a siphon. Bennett stated he did not believe there was adequate flow for a siphon to work with the depth of the ravine. Hoblitzell questioned the direction of flow. Bennett stated that it flows away for the former Kmart building.

Lutz questioned if it was accessible to dump trucks. Bennett stated it would be necessary to do additional clearing, but access from the Moose side is relatively good, the Kmart side would require the removal of a chain link fence, the issue on the Kmart side is a three phase power line, which is a huge problem if a crane is required for any of the replacement work.

Joyce questioned if we had good right of way. Bennett stated we have right of way for the line and have had a discussion with the property owner about the issue and they stated to provide information on what is to be done, but they gave approval to perform whatever was necessary to correct the problem.

Hoblitzell questioned the driving of H-beams for the piers. Bennett stated that could be done, but with the restraints of the site it would likely require a fairly large crane.

Herrick questioned if we had heard anything from DEP. Bennett stated the issue was reported to the spill line and we also reported when bypass pumping was in place.

Joyce questioned if a design/build would be an option. Bennett stated PUB has never done design/build but he was interested in utilizing that for an upcoming project. Joyce stated it puts everything on the contractor. Bennett stated he would pursue as a design build for the two options.

Consideration of Invoices in Excess of \$750

The following invoices totaling \$212,516.65 were considered for approval:

Advanced Auto Parts	4- drums, 4- brake shoes, 2- chambers, 2- brake kits, 2- cores- 12-012- sewer maint.	1,009.78
Allmax Software	2- Wonderware Historian Interface- SCADA project- WTP & WWTP	4,000.00
Black's Spring & Alignment	4- U- bolt assembly, 2- spring pins, 2- springs- 12-012- sewer maint.	1,025.14
Brenntag Mid-South, Inc.	3124 gals of sodium hypochlorite- WWTP	2,651.22
Brenntag Mid-South, Inc.	11.31 tons of potassium permanganate- WTP	73,289.60
Burgess & Niple	12" waterline replacement- Garfield Ave.	1,722.00
Charles E. Snyder	Damage vehicle- hit manhole on Garfield Ave.	932.30
City of Parkersburg	Workers Compensation - May 2019	6,050.42
Continental Utility Solutions	3- credit card terminal- billing	1,050.00
Dearborn National Insurance	Employee life insurance- June 2019	815.18
Dell Marketing	8- Window server std core- SCADA Project- WTP & WWTP	785.76
Diamond Blade Warehouse	2- 18" blades & 6- 14" blades- sewer & water maint.	1,302.77
Dreier & Maller Inc.	Transtar crawler and lateral camera repair - sewer maint.	3,251.00
Estabrook	Sump pump for control building basement- WWTP	962.70
Estabrook	Chlorine injection pump- WWTP	1,141.75
Estabrook	Mechanical seal for #2 digester circulation pump- WWTP	880.00
Ferguson Waterworks	20" tapping sleeve- water maint.	1,007.22
Ferguson Waterworks	16- 20" meter box- water maint.	975.84
Frontier	Phone service - May 2019	924.55
Integrated Process Solutions	3.5 hours change to SCC 35 chemical pump, 2.5 hours test run and start logic- WWTP & Marttown booster	750.00
Jefferds Corporation	Master cylinder & gaskets- 12-106- sewer maint.	1,176.32
Martin Marietta	5.11 tons #8 gravel & 38.12 tons 1 1/2" limestone - water maint.	952.94
Martin Marietta	15.61 tons #57, 9.35 tons #67, 18.79 tons 1 1/2" limestone, 81.92 tons pit run- sewer maint.	2,352.80
Maryland Biochemical Company	120 gals of waste De-Grader- sewer maint.	1,812.00
Mar-Zane Inc.	8.87 ton cold mix- sewer maint.	1,064.40
Mar-Zane Inc.	36.47 ton cold mix- sewer maint.	4,376.40
MonPower	1st. Ave. Pump Station - May 2019	3,947.47
MonPower	Neal Run Pump Station - May 2019	804.68
MonPower	6th St. Pump Station - May 2019	3,361.12
MonPower	Water Treatment Plant - May 2019	18,004.40
MonPower	Waste Water Treatment Plant - May 2019	21,482.10
Pace Analytical	Quarterly and semi-annual testing- WWTP	1,435.33
Parkersburg Utility Board	Sewer bill - WTP - May 2019	17,875.24
Parkersburg Utility Board	Water bill - WWTP - May 2019	1,015.97
Pipelines, Inc.	4- 2" repair coupler, 4- 12" brass saddle, 8" plug, 2- 10" cap, 8- 6" grip rest- water maint.	1,260.55
Pipelines, Inc.	4- 4' fire hydrant- water maint.	6,324.00
Pitney Bowes	Quarterly Smartmailer lease- billing	753.00
Plexus Scientific	Temporary labor- billing & meter shop	1,080.80
Seckman Pest Control	Quarterly pest control - all depts.	755.00
Smith Concrete	7.5 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	1,087.50
Smith Concrete	6.5 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	903.50
Smith Concrete	8.5 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,232.50
Smith Concrete	7.5 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	1,042.50
State Electric	16 point relay- Pettyville Booster	778.27
Stuart Oil Co.	350 gallons unleaded- all depts.	879.38
Stuart Oil Co.	739 gallons unleaded- all depts.	1,899.23
United Refrigeration	HVAC air filters- WWTP	796.65
US Postmaster	Postage for billing- May 2019	5,887.76
US Postmaster	Postage for termination notices - June 2019	877.61
Walker Express	Mini excavator rental- sewer maint.	2,770.00
	TOTAL APPROVED	212,516.65
Total amount of checks paid from sewer operating fund May 25, 2019- June 7, 2019		257,571.88
		Check #80202- 80296

Lutz questioned the invoice for vehicle damage for Charles Snyder. Bennett stated the concrete around a manhole on Murdoch Ave. kicked out and broke the leaf spring bolts and knocked the axle to the rear. Bennett further stated the incident had actually occurred last year and they had been going through the State for reimbursement of their deductible and rental car. Bennett stated they were recently informed by the State DOH that it was not their facility and directed them to PUB. Bennett again stated this reimburses them for their insurance deductible and rental car cost, as they did not have rental coverage.

Hoblitzell questioned if PUB has a use for a mini excavator. Bennett stated maintenance personnel believe that to be the case but with our current mode of operation it seems more feasible to rent the equipment when it is required. Bennett further stated it would be reviewed closer as it appears we are renting one at higher frequency.

Motion and Vote

Robert Wright moved the list of invoices over \$750, dated June 12, 2019 in the amount of \$212,516.65 be approved for payment as submitted to the Board. Paul Hoblitzell seconded the motion and it was approved with a unanimous vote of the Board.

Other Business

Next Meeting Date

Erin Hall stated the next regular meeting would be June 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 June 26, 2019.

Robert Wright informed the Board he would be unable to attend the next 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. The meeting adjourned at 9:22 a.m.

Respectfully Submitted:

Eric Bennett, General Manager