

The Minutes of the Regular Meeting of the Parkersburg Utility Board

May 29, 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 29th day of May, 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
Christopher Pauley, Assistant Comptroller
Erin Hall, Comptroller
Eric Bennett, Manager

Others in Attendance:

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

Consideration of Minutes

Chairman Joyce requested the Board consider the minutes of the May 15, 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 15th meeting as presented to the Board. Paul Hoblitzell seconded the motion and it was approved by a unanimous vote of the Board.

Consideration of Bids
for 6th Street Pump Station Roof Replacement

Bennett stated Board members were provided with a brief correspondence outlining the three bids received to replace the roof at the 6th Street Pump Station. Bennett further stated the bids

received were from Murray Sheet Metal Company - \$27,137.00, Shield Roofing and Construction, Inc. - \$28,551.00 and Tri-State Roofing & Sheet Metal Company - \$44,290.00.

Bennett stated the building has a flat roof with metal deck covered by the original composite roof material from the 50's when the building was constructed and the former Sanitary Board had the roof foamcoated in the early 90's. Bennett also stated the roof has been leaking a couple of years but it was not significant or detrimental to the structure or the equipment.

Lutz questioned the composition of the original roof material. Bennett responded that he believed it had insulation, and a tar coated material with an aggregate on top. Lutz questioned the material to be used. Bennett responded that it will be a fully adhered EPDM roof that consists of a layer of foam insulation a layer of hardboard and then the EPDM, which is a rubber material.

Bennett recommended the Board approve Murray Sheet Metal Company's bid of \$27,137.00 for the replacement of the roof.

Motion and Vote

Robert Wright moved to approve Murray Sheet Metal Company's bid for the roof replacement at a cost of \$27,137.00. Paul Hoblitzell seconded the motion and it was approved by a unanimous vote of the Board.

Consideration of Proposal for Engineering Evaluation for Sewer Extension on St. Mary's Pike

Bennett stated the Board had previously discussed the need to investigate the feasibility of extending sewer out St. Mary's Pike to approximately Mustang Acres. Bennett further stated Craig Richards from Burgess & Niple was present at the meeting and that Richards had provided an agreement for an engineering evaluation of said extension at a cost not to exceed \$47,000.00.

Hoblitzell questioned how far beyond Mustang Acres are we looking at serving. Bennett stated we are looking at just beyond Mustang Acres to pick up the customers currently served by PUB for water service. Hoblitzell further questioned if it would serve Mustang Acres. Bennett stated it would serve Mustang Acres.

Hoblitzell questioned if Mustang Acres currently utilized a pond. Bennett responded they did not believe there to be a community system, no manholes were found. Bennett further stated what appeared to be newer on-site systems were seen on a few of the properties. Hoblitzell stated that was correct there was not system but some of the systems were leaching into the pond. Richards agreed that was very likely correct.

Richards stated the way some of the lots laid it was likely that a couple of homes were on one leach field, but it was really hard to tell by driving through the development. Richards further stated that several of the lots were so tight it would be hard to fit a system on them. Hoblitzell stated the area was all clay and he would be surprised if a system would perc correctly.

Lutz questioned if any of the proposed developments are proceeding. Bennett responded that Apple Hill has one house under construction with a proposed five more in phase I of the

development. Bennett stated an agreement was in the process that would provide for the construction of waterline to serve the proposed 6 lots. Bennett further stated the developer is proposing a total of twenty lots. Lutz stated there should be more potential for development if sewer was constructed. Bennett agreed the construction of sewer would provide greater potential for development, but some of the terrain limits the potential for development.

Herrick questioned if there had been many inquiries from residents to serve the area. Bennett stated there had been a couple of inquiries, but this is one of the few areas PUB has the ability to expand its service area. Herrick questioned if any of the residents would object. Bennett stated he could not answer that question but prior to moving beyond the study, a survey of the residents may be desirable. Bennett also stated as with anything some residents will not be interested and some residents will be happy to see it.

Richards stated the report would also cover some of the side roads such as Newbanks Road and Johnson Run Road. Lutz questioned the location of Laurel Creek Road. Discussion determined that it was beyond the area being studied as it was close to the Kesterson Farm.

Lutz questioned if Union Williams PSD served that area. Joyce stated they went to Twin Fawn Trail which is not much further. Bennett stated they saw signs of a public sewer system at Birnham Wood Drive it may go out the Pike farther than that but probably not much farther. Richards stated that sewer was constructed approximately 10 or 15 years ago as part of a large project extending Union Williams system.

Wright questioned if this project would have any bearing on the Marrtown project that had been discussed recently. Bennett stated both areas are in need of a public sewer system and will give PUB the ability to expand, the key issue will be if we are able to access funds that make the projects possible. Bennett also stated he felt due to the level of failing on-site systems Marrtown is probably the more critical location of the two.

Motion and Vote

John Lutz moved to approve the agreement with Burgess & Niple for an engineering evaluation to provide sewer service on St. Mary's Pike at a cost not to exceed \$47,000.00. Greg Herrick seconded the motion and it was approved by a unanimous vote of the Board.

Consideration of Invoices in Excess of \$750

The following invoices totaling \$247,691.92 were considered for approval:

Allmax Software	SCADA Upgrade- WTP	2,350.00
Atlas Towing	13.84 tons #57, 42.61 tons 1/2 crusher run and 18.5 pit run- sewer maint.	1,230.88
Atlas Towing	21.99 tons #57, 11.25 tons 1/2 crusher run and 48.57 pit run- sewer maint.	1,169.41
Atlas Towing	17.47 tons #57, 10.38 tons 1/2 crusher run, 11.08 tons # 3/4 crusher run and 10.53 pit run- sewer maint.	835.68
Atlas Towing	16.54 tons #57, 27.94 tons 1/2 crusher run and 39.23 pit run- sewer maint.	1,255.68
Brenntag Mid-South, Inc.	3164 gals of sodium hypochlorite- WWTP	2,682.26
C. I. Thornburg	4" meter with strainer- meter shop	2,850.00
C. I. Thornburg	163- 5/8" meter- meter shop	19,680.00
Camden Materials	21.80 tons blacktop - water maint.	1,569.60
Duke's Root Control, Inc.	1420' of 6" pipe sewer root control, 689' of 8" pipe sewer root control, & 626' of 18" pipe sewer root control- s	6,112.03
Easton Printing	Annual drinking water report- WTP	3,559.90
Fifth Third Bank	Commercial shredder- Admin	2,877.95
Hach Company	8- lamp assembly, alkaline, 2- pan indicator solution, 2- univer powder, 3- reagent set, 2- phenol red indicator	945.95
Kimball Midwest	6- hex out, 12- paint, 6- cleaner, 6- tape, sil & dem, 8- bushing, 5- plug, 6- nipple- facility maint.	801.05
MonPower	Agnes St. Pump Station - May 2019	1,682.39
Pace Analytical	Stage II 2nd quarter- WTP	904.85
Perma-Liner Industries	294 lb.- part A resin, 120 lb- part B resin, 50'- 4"x6" transition liner- sewer maint.	4,108.47
Pipelines, Inc.	4- 24" meter box- water maint.	1,300.00
Pipelines, Inc.	6- copper setter with backflow- water maint.	1,914.90
Pipelines, Inc.	20- 3/4" couplings, 3- 2" couplings, 2" copper setter, tap valve, 25- 2" curb box, 10- 6" pipe, 20- 5 1/4" water l	3,573.43
Reagle & Padden, Inc.	Quarterly Insurance	52,120.00
Retiree Health Benefit Trust Fund	Contribution for retired employee health insurance - May 2019	14,002.52
Smith Concrete	6.5 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	942.50
Smith Concrete	10 yds. of 9 bag 2% Hi-Early concrete - water maint.	1,450.00
Smith Concrete	6 yds. of 9 bag 2% Hi-Early concrete - sewer maint.	870.00
Strand Associates, Inc.	Professional services thru April 30, 2019 - Computer and Misc. Services	1,667.92
Strand Associates, Inc.	Professional services thru April 30, 2019 - SCADA Upgrade	8,217.19
Strand Associates, Inc.	Professional services thru April 30, 2019 - SSO Abatement Report	2,500.00
The Cincinnati Insurance	Insurance claim- main water repair- 505 Ward Place- water maint.	2,500.00
United Refrigeration	Arcoaire A/C unit- WWTP	1,656.11
United Rentals	Manlift for filter gallery- WTP	14,313.19
Walker Machinery	Wacker vibratory rammer- EQ00152723- sewer maint.	2,322.00
WVPEIA	Employee Health Insurance - May 2019	57,909.76
WVPEIS	Pension expense - May 2019	25,816.30
	TOTAL APPROVED	247,691.92
Total amount of checks paid from sewer operating fund May 13 - May 24, 2019		210,728.10
		Check #80070-80201

Hoblitzell questioned how often water meters were purchased. Bennett stated we are continuously purchasing meters. Bennett further stated we are slowly replacing meters with new Sensus meters that are more accurate and can be utilized for either drive by or flex net radio. Hoblitzell questioned if the current meters have the same capability. Bennett responded the old meters manufactured by Kent, ABB or Elster, same meter simply name changed due to acquisition, are capable of utilizing a radio transmitter. Bennett, also stated in recent years when meters are periodically tested, as required every 10 years, and then placed back in service it may read correctly but routinely the meters fail to send the signal for remote reads and at that point you have to manually read the meter, which drastically reduces the efficiency of the meter reader. Hoblitzell questioned what was done with the old meters. Bennett stated they are stripped and the brass is recycled.

Motion and Vote

Greg Herrick moved the list of invoices over \$750, dated May 29, 2019 in the amount of \$247,691.92 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

Training Seminar

Bennett stated he had provided Board members with a flyer from the WVPSC for their 2-day Municipal/Association Seminar. Bennett stated the training provided covers general topics related to serving on a Board and should provide Board members with some basic information on multiple topics related to PUB operations.

Bennett stated if Board members were interested in attending the cost would be covered by PUB, and to let him know if anyone is interested.

Pool Policy

Lutz stated that in the recent PSC Pipeline it stated the need to be consistent with a policy related to sewer rebates for the filling of pools. Bennett stated that PUB is consistent as we do not provide rebates on sewer for the filling of pools.

Lutz requested clarification of the current policy. Bennett responded the Board offers customers the ability to install a water only account at a cost of \$350.00, that water can be used to wash cars, water gardens or fill pools any use that does not return to the sanitary sewer. Customers that use an average of 10,000 gallons a month have the ability to install a deduct meter if they can provide proof that a substantial amount of the flow does not return to the sanitary sewer.

Joyce questioned if most water only accounts are installed on new construction. Bennett responded they are installed on old structures just as often as new construction.

Next Meeting Date

Erin Hall stated the next regular meeting would be June 12, 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 12, 2019.

Adjournment

Paul Hoblitzell moved the meeting be adjourned. Greg Herrick seconded the motion and it was approved by a unanimous vote of the Board members. The meeting adjourned at 9:17 a.m.

Respectfully Submitted:

Eric Bennett, General Manager