

**STATE OF WEST VIRGINIA
CITY OF MOUNDSVILLE SANITARY BOARD
REGULAR BOARD MEETING
April 18, 2022**

The Moundsville Sanitary Board met in Regular Session at the Waste Water Treatment Plant on April 18, 2022 at 5:05 p.m.

Meeting was called to order by Board Chairman/City Manager, Richard Healy. Recording Secretary, Mandy Hartley called the roll, and the following members were present: Bill McConnell. Also attending was Plant Superintendent Brock Castilow, Assistant Tim Minor, CPA Mike Abraham & Marc Abraham, Engineer Tim Utt. Absent: Attorney Dave White and Joe Richmond.

Discussion & Approval of Minutes from March Regular Meeting

Motion to approve minutes Bill McConnell, seconded by Rick Healy after few corrections, carried unanimously.

Public Comment

There was no one present to address the Board.

Presentation of Monthly Finances

Mike Abraham submitted the Revenue & Expense Summary for April 2022. CIB Sewage Account \$119,758.03 Main Street CD \$146,774.89. Total current assets \$573,389.67. Cash working capital reserve \$196,850.58. Current & Accrued Liabilities \$566,826.03. Long Term Liabilities \$ 3,034,473.29. Total Liabilities \$4,285,496.17. Total Liabilities and Equity \$10,782,966.27 Total Operating Income \$181,878.62 Operating Expenses \$150,974.41. Operating Income loss of \$30,904.21. Total Other Income \$-50,484.45 Net Income Loss of \$-19,580.24. Ending Account Balance \$119,758.03.

Motion to approve financial report by Bill McConnell, seconded by Rick Healy, passed unanimously.

Old Business

A) IJDC Application – Utt: A.C. Wiethe said we need to touch base about the financing. Mike Davis spoke to one of our engineers about the changes to the scope. All of that fits within our original fee, we just have to adjust our scope and do an amendment of verbiage. We are going to meet with engineers out of the Columbus office here on May 11th.

B) GEO Tech Boring – No updates

C) Line of Credit – No updates

D) Plant Upgrades –No current updates.

E) Fostoria Avenue Bridge – Timm Utt: Bid has been advertised and we've had some people ask questions on it. There are a few documents to be done with the American Recovery Act Fund that we need to make sure that we properly follow. We may need more in-depth information for the pre bid meeting on April 28th.

F) Discussion of possible rate increase – Castilow: I've been looking at 25% rate increase, I am waiting on medical insurance costs to have a more realistic number. Healy: go with 10% to be on the safe side. Castilow: anything on possible pay increase. Healy: we are looking at maybe 3 to 4 %

G) 2022 Budget – tabled for May meeting

New Business

A) Personnel matters Executive session to be held at end of meeting motioned by Bill McConnell, seconded by Rick Healy. Executive Session out 6:13pm, returned 6:30pm Pay adjustments motioned by Bill McConnell, 2nd Rick Healy, passed unanimously.

Superintendent items

1) Letter from Hillview Terrace Church of Christ for the work we did out by them for the elimination of odor. Bill McConnell made a motion to receive and file the letter from Hillview Church, seconded by Rick Healy and passed unanimously.

2) Sick leave buy out: We have a possible retirement coming up and we need to start funding the buy out account. My thought was to use some of the supplemental sludge money (dump fees) to help fund that. Healy: that is a very good idea. Abraham: I believe the policy says we have to carry a sick leave fund, at least 25% of the balance. Healy: add sick leave buy out to the meeting for next month for further discussion.

3) Main Street Bank at 112 Lafayette. We opened the service line and it was plugged up, just under the drive thru it climbs and then drops quickly and where the climb is JR Logsdon meet with Terry from the Water Department and determined that the line runs up hill to clear the water main, it's about 3 foot deep. The bank was going to start working on it and I asked them to wait so that we could talk to the state because that was their project. State replied that it was over 5 years old and they had an inspector there and feel it's not their responsibility. Minor: at that time, they kept giving Jack Tush a hard time saying they had an inspector on it and we didn't need to have one there. We paid Tush to stop in every once in a while, to check on things. Castilow: we are working with the DOH in Glendale to get proper signage so that we can work on the area. I reached out to the bank and they are willing to shut down the drive thru for the day.

Board Items

American Rescue Plan: Council voted at last meeting to allocate \$400,000 to sanitary, \$400,000 to water, and \$200,000 to stormwater for eligible projects under the clean water act.

Schedule Next Board Meeting

The next Regular Board Meeting will be held on Monday May 16th 2022 at 5:00 p.m. in person to be followed by the Stormwater Utility Board Regular Meeting.

Adjournment

Bill McConnell made the motion to adjourn, seconded by Rick Healy. Meeting adjourned at 6:31 PM

Mandy Hartley, Recording Secretary