

**STATE OF WEST VIRGINIA
CITY OF MOUNDSVILLE SANITARY BOARD
REGULAR BOARD MEETING
January 20th 2022**

The Moundsville Sanitary Board met in Regular Session at the Waste Water Treatment Plant on January 20th, 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 and Joe Richmond. Also attending was Plant Superintendent Brock Castilow, Assistant Tim Minor, CPA Mike Abraham, Engineer Tim Utt. Absent: Attn Dave White and CPA Marc Abraham.

Discussion & Approval of Minutes from November Regular Meeting & Special Meeting

Few corrections on spelling of names. Motion to approve minutes Bill McConnell, seconded by Rick Healy, 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 December 2021. CIB Sewage Account \$46,772.12 Main Street CD \$196,305.51. Total current assets \$539,524.98. Cash working capital reserve \$177,904.58. Current & Accrued Liabilities \$523,072.81. Long Term Liabilities \$ 3,099,052.81. Total Liabilities \$ 4,127,621.99. Total Liabilities and Equity \$10,759,671.58. Total Operating Income \$179,852.00 Operating Expenses \$177,408.87. Income loss of \$48,783.78. Total Other Income \$-51,226.91 Net Income Loss of \$-48,783.78. Ending Account Balance \$46,772.12

Motion to approve financial report by Bill McConnell, seconded by Joe Richmond, passed unanimously.

Old Business

A) IJDC Application – No updates

B) GEO Tech Boring – No updates

C) Line of Credit – No updates

D) Plant Upgrades – Timm Utt: there is a meeting set up for Monday, Jan 24th with Mike Davis, Brock Castilow, Tim Minor, and Mike Hill. This should move quickly with all components involved, by next meeting we will have more on the progress.

E) Fostoria Avenue Bridge – Timm Utt: finalizing plans and hoping to have into your hands (Rick Healy) tomorrow. Castilow: I didn't see the CSO on the drawing, just wanted to make sure it was included. Utt: It will go back in towards the two siphon pipes and will out fall to the stream. Utt: talked to Rick about the restoration of the sidewalk replacement and miscellaneous stuff that creates cost. Castilow and Utt discussed some of the process of the restructure and restoration.

F) Sick Leave Buy Out Policy – Tim Minor asked about the sick leave negative pull. Rick Healy: how does it state in your manual, does it state the board? Minor: yes, Sanitary Board grants approval. Healy: lets talk in general, the Board would have to approve a request from an employee for negative sick leave. We will need a written request from the employee, approved by Brock for department head recommendation, and then placed on the agenda to be presented to the board. This would be a case-by-case matter.

Healy: Attorney White recommends on the sick leave buy out to adopt the same verbiage as City of Moundsville.

Motion to adopt the sick leave policy as written and to be replaced in the employee policy manual by Bill McConnell and seconded by Joe Richmond, carried unanimously.

New Business

A) Upcoming repairs – our main sewage pump lags, two valves and a check valve. One valve and the check valve have both failed and need replaced. 3rd valve has not been checked yet but we expect it to fail also. We will need to replace them all and the cost is anticipated to be around \$7000, we should be able to use Cash Capital Reserve Account. It will take 10 to 12 weeks to get these valves in.

Superintendent items

None

Board Items

McConnell: Brock did you say you had grease problems somewhere? Brock: sewage was coming out of the manhole by the trailer park. The line under Route 2 was plugged up with grease and it took quite awhile to get open. They followed it back to the private line in between Kroger's and Chinese Buffet at the plaza. The plaza was recently sold to Americas Reality and I called the owners and we met and we assume that it is the Chinese Buffett causing the problems. We are going to mandate that they put in an outdoor grease trap. The letter will indicate that any other calls to this location for the same reason will result in billing charges.

Schedule Next Board Meeting

The next Regular Board Meeting will be held on Thursday February 24th 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 Joe Richmond. Meeting adjourned at 6:05 PM

Mandy Hartley, Recording Secretary