**STATE OF WEST VIRGINIA**

**CITY OF MOUNDSVILLE SANITARY BOARD**

**REGULAR BOARD MEETING
May 16, 2022**

The Moundsville Sanitary Board met in Regular Session at the Waste Water Treatment Plant on May 16, 2022 at 5:00 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, Attorney Dave White. Absent due to work Joe Richmond.

**Discussion & Approval of Minutes from April Regular Meeting**

Motion to approve minutes Bill McConnell, seconded by Rick Healy after 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 $134,450.75 Main Street CD $146,774.89. Total current assets $587,441.15. Cash working capital reserve $196,850.58. Current & Accrued Liabilities $549,332.98. Long Term Liabilities $ 3,028,1234.75. Total Liabilities $4,280,610.58. Total Liabilities and Equity $10,767,257.18 Total Operating Income $191,098.49

Operating Expenses $150,728.71. Operating Income loss of $40,369.78. Total Other Income $-50,923.28 Net Income Loss of $-10,553.50. Ending Account Balance $134,450.75.

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

**Old Business**

**A) IJDC Application –**

**B) GEO Tech Boring –** TimmUtt: We will be moving forward based off our last meeting, our engineer looked

 at everything and feels confident in working with room between the two digestors as far as the heat exchanger

 and what we need done.

**C) Line of Credit –** AC Wiethe has sent in the application and I believe everything is in place. Discussion on

 the Rule 42.

**D) Plant Upgrades –**No current updates.

**E) Fostoria Avenue Bridge –** Timm Utt: we received bids and received one bid from Ohio WV Excavating their bid for materials only with exception of labor, concrete, and couple things was $232,469.

**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

**H) Sick Leave/buyout --**

**New Business**

**A) Personnel matters** Executive session to be held at end of meeting motioned by Bill McConnel, 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 McConnel 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**

None

**Schedule Next Board Meeting**

The next Regular Board Meeting will be held on Thursday June16th 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