**STATE OF WEST VIRGINIA**

**CITY OF MOUNDSVILLE SANITARY BOARD**

**REGULAR BOARD MEETING  
June 16, 2022**

The Moundsville Sanitary Board met in Regular Session at the Waste Water Treatment Plant on June 16, 2022 at 5:15 p.m.

Meeting called to order by Board Chairman/City Manager, Richard Healy. Recording Secretary, Mandy Hartley called 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. Absent due to work Joe Richmond.

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

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 May 2022. CIB Sewage Account $116,038.53 Main Street CD $146,774.89. Total current assets $587,347.31. Cash working capital reserve $196,850.58. Current & Accrued Liabilities $541,519.51. Long Term Liabilities $ 3,022,784.20. Total Liabilities $4,286,392.56. Total Liabilities and Equity $10,770,969.19 Total Operating Income $190,732.76

Operating Expenses $142,347.04. Operating Income loss of $48,385.72. Total Other Income $-50,725.69 Net Income Loss of $-2,339.97. Ending Account Balance $116,038.53.

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

**Old Business**

**A) IJDC Application –** Still moving forward

**B) GEO Tech Boring –** TimmUtt: CTL they are at a 4 to 5 week window, we have them scheduled but the drilling crews are running behind, we're hoping to get those completed in the near future. Minor: are we going to have to change anything. Utt: No, there will be no changes.

**C) Line of Credit –** Timm Utt: I have not heard anything back from AC Wiethe. I will reach out and see about having him come to the next meeting.

**D) Plant Upgrades –** Timm Utt:There was questions with the boilers on quality of the gas, how dry or wet, and it sounds as though we have gotten those resolved with the different boiler manufactures to make sure everything will work together.

**E) Fostoria Avenue Bridge –** Timm Utt: I see we have the pipe. Minor: yes, the pipe is all in. Utt: we got confirmation from Carr to start somewhere around the weekend of July 11th or that following week. Still no confirmation from Ohio WV Excavating as far as what their dates are to be available with crews. Once in line we will set up a preconstruction conference date.

**F) Discussion of rate increase –** Timm Utt: We have previously proposed the rate increase for the project and not wanting that increase be too close to the maintenance rate increase. Hopefully at next month’s meeting, we will have a better idea on that rate increase. Healy: This rate increase is going to pass and it’s crucial to get this done timely. It’s a three-reading process which is a month and half and its 45 days after the 3rd reading before it can be implemented so you are looking at three months. I question if we should have hired a rate increase attorney to do this. Minor: the longer this keeps going on, the more we should have gone that way. Healy: Dave White said that he had completed one for a PSD and it would save us some money and he could do it. If it’s not getting done it’s not benefitting us and the longer we wait the worse it is. We went to council stating we were broke, which we were, and we don’t have it on the agenda yet. Someone could say you needed this rate increase so what are you waiting for? I’m very disappointed in that situation. We absolutely need to get this ball rolling.

**G) 2022 Budget –** Castilow: There are several columns out there with no proposed amount, pay increase of 4%, and also 3.4 % insurance increase, showing bond amounts, and also showing effects with the 25% rate increase. The bottom shows dumping fees backed out and allocated $35,000 of that to sick leave buy out, and under the other column $5,000 to start funding retirement. Safety added as separate line and no longer miscellaneous. Tabled until July meeting for approval.

**H) Sick Leave/buyout –** included in 2022 Budget summary mentioned above in G)

**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 6:05pm, returned 6:24pm. Rick Healy made a motion to grant compensation wages as presented by the Superintendent. Seconded by Bill McConnell, passed unanimously.

**Superintendent items**

**1) Grandvue Park:** Castilow: we were approached by Joe Hickman asking about when we were going to take ownership of the new pump station from the new trailer park, restaurant, club house, etc. The way we understood it was we was only assuming responsibility where that line crosses into the city. When it leaves the park, it was going to be Marshall County Sewage District and the station was going to be the property of Grandvue Park. After several phone calls everyone had the same understanding. Minor: I looked back through notes and minutes and we discussed this earlier in the middle of last year.

**2) Water Department Billing:** Looking into all the costs we pay the water department; Amber was very helpful in producing some paper work for us based on 2009 wages. I believe we are grossly underpaying them and there is also $2130 meter reading fee we pay in addition to this**.** Minor: maybe we ought to leave this alone and not mess with it to much more. The reason we are bringing this up is that once Brock talked to Amber about it, it may come up at their next meeting about how much is being paid. McConnell: I still think we need to be doing our own billing, we are still over paying them.

**Board Items**

**1) Pay Increase:** Healy: at the finance subcommittee meeting they approved 5% pay increase across the board for employees, that will be going to council on Tuesday. The insurance premium came in at 3.4% which is very good. We are also moving our dental, vision, and life to one carrier which will be a reduction in cost. Coverage is identical in dental and life, the vision is a little better.

**2) Grant:** Healy: I received an email about a grant on energy assessments at waste water plants. If your energy costs are over $100,000 year there is a grant that will pay for an assessment through WVU and that grant is through the Department of Energy. I have an email with a list of items we need to supply to them and they would like to come up in August. We will receive a report in about 30 days with suggestions on things we can do to help. In addition, the new infrastructure bill has funding in it to pay for energy upgrades, if you had an energy assessment done by this entity you have priority in all of the grants. There could potentially be grant money available from infrastructure money to pay for energy upgrades. We need to move forward on this.

**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 6:25 PM

Mandy Hartley, Recording Secretary