

SANITARY BOARD REGULAR MEETING MINUTES

***401 Davis Avenue
City Hall, Council Chambers
March 18, 2024
10:00 a.m.***

Present were Committee Members: Jerry Marco, Randall Biller, Richard Carr

Also present were: Whitney Hymes (Wastewater Superintendent), Mark Hartley (Wastewater Collection Supervisor), Tracy Judy (Treasurer), Gerry Roberts (City Attorney), Liz Roberts (Secretary)

MINUTES

Randall Biller, MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 20, 2024, MEETING. The motion carried.

Randall Biller, MOVED APPROVAL OF THE MINUTES OF THE FEBRUARY 28, 2024, FOR THE SPECIAL CALL JOINT MEETING: SANITARY AND WATER BOARD MEETING. The motion carried.

REPORTS

- Whitney, the Chief Operator, provided an update on the recent 2024 Laboratory Audit which was conducted on March 12, 2024. No deficiencies were noted during the audit. Whitney also mentioned that wastewater personnel will be attending the 2024 Equipment and Design Expo in Charleston on March 20-21. Additionally, the Leadsville PSD Agreement has been signed, and the Wastewater Department will participate in the Elkins Middle School Career Fair along with other city departments. The department is also exploring the possibility of utilizing the City VAC truck to assist in private use for a fee. Moreover, three of the wastewater collection employees will attend the Class C Wastewater Collection course in Stonewood from April 8-12, and William Mallow received his Class II Wastewater Certification in March.
- Mark Hartley, Wastewater Collection Supervisor, gave his report and reported that they are now fully staffed.

UNFINISHED BUSINESS

- The discussion of the Replacement/Repair of the water sewer line in the city of Elkins.

- Whitney informed us that the CEC is coming in for tonight's joint Water and Sanitary Board meeting and will discuss the combined water and sewer projects.
- The discussion of Wastewater Collection Storage Building Bids.
 - Whitney updated us, letting us know that the final reading will be on March 21st, allowing them to start on the project.

NEW BUSINESS

Jerry A. Marco **MOVED APPROVAL OF SEWER INVOICES.** The motion carried.

Randall Biller **MOVED APPROVAL OF FUNDING OF FY 2025 EMPLOYEE HEALTH SAVINGS ACCOUNT.** The motion carried.

Richard Carr **MOVED APPROVAL OF THE REIMBURSEMENT REQUEST FOR SEWAGE BACKUP AT 1506 LAVALETTE AVE.** The motion carried.

Richard Carr **MOVED TO REJECT WV AMERICAN WATER'S DUE DILIGENCE PROPOSAL AND CARRY ON OPERATIONS AS NORMAL.** The motion carried.

ANNOUNCEMENTS

- Whitney has updated us about the CDS Grants they have applied for with Region VII's assistance. Additionally, she has informed us about the 11th Street 18-inch sewer line relocation. The City Council approved R-1735 on March 7, 2024, which designates using the Financial Stabilization General Fund Account to fund the relocation of the 18" line at this 11th Street location. The location will be an excellent commercial property. The entire project will cost approximately \$147,000.00. Hymes also informed Board of meeting with WVDOH concerning sewer services and the S. Davis bridge replacement.

Jerry Marco **MOVED ADJOURNMENT.** The motion carried.

The meeting adjourned at 10:30 a.m.

The foregoing minutes were approved at the meeting of _____, 2024

Jerry Marco - Mayor

Name & Title

[Signature]

Signature