

CHARLESTON SANITARY BOARD
AUGUST 14, 2014, BOARD MEETING – 9:00 A.M.
MAYOR’S CONFERENCE ROOM, CHARLESTON CITY HALL
501 VIRGINIA STREET, EAST, CHARLESTON, WV

NOTICE AND AGENDA

For: Members Chairman Mayor Danny Jones and Messrs. Mike Johnson and John Tinney, Jr.

Others: David Molgaard, Financial Advisor; Louis S. Southworth, II, Legal Advisor; Larry L. Roller, General Manager; Crystal Sanders, Finance Manager; Tim Haapala, Operations Manager; Teresa Dawson, Administrative Assistant.

- I. Approval of June 23, 2014, Meeting Minutes (copies to be e-mailed by 8-12).
- II. Unaudited Financial Reports and Check Registers for the periods ended June 30 and July 31, 2014 (to be e-mailed by 8-12).
- III. Old Business.
 - A. CIP Projects Status
 - B. Other.
- IV. New Business.
 - A. Consider, for approval, and authorize the General Manager to take all actions necessary to effect the \$193,513.24 uncollectible accounts “write off” for the period January 1, 2013, through June 30, 2013 (\$134,471.58 for the same period in 2012).
 - B. Consider for approval, and authorize the General Manager to take all actions necessary to effect, the award of a purchase order for the purchase and installation of Vehicle Docking Station Arms to Mountain State Computer & Network Solutions, the only bidder, in the total amount of \$15,091.00.
 - C. Consider, for approval, and authorize the CSB General Manager to take all actions necessary to effect the Authorization to Proceed Work Order No. TE14-1, in the amount of \$52,530.00, to Thrasher

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Engineering (under the July 1, 2014, General Engineering Services Contract), for the update of CSB's Capital Improvement Plan (CIP) document. Work includes: updating CIP project data for projects that have not yet commenced; and generating preliminary scope of work, preliminary layout of proposed work, cost estimates and project schedules per project and an overall implementation schedule for 2014 to 2020. CSB budgeted \$60-k for this work.

- D. Consider, for approval, and authorize the CSB General Manager to execute such instruments as necessary to effect, Change Order No. 2 to Pipe Plus Incorporated, Lick Branch South Ruffner Sanitary Sewer Replacement and Rehabilitation Construction Contract Nos. 12-1 and 12-2, to extend the Final Completion Date by 82-calendar days from March 10, 2014 to May 31, 2014, and the corresponding increase of \$20,376.62 in the contract amount from \$8,160,331.94 to \$8,180,708.56. The increase in contract price and time were due to the following: a.) having to directional drill (as opposed to open cut method) a section of sanitary sewer main to preserve a large redwood tree in a customer's yard, b.) removal of tree on the edge of a part of the sanitary sewer easement that was listing towards the roof of house, which if not removed, the trenching work required to install the sewer main would have compromised the roots and eventually cause the tree to fall and c.) due to a section of mismarked water line the contractor had to relocate a section of 12-inch water main to facilitate installation of a section of sewer main and to achieve required separation with the water line.
- E. Consider, for approval, and authorize the CSB General Manager to execute such instruments as necessary to effect, the award of a construction contract for the CSB Treatment Plant Asphalt Seal,

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Crack/Joint Filler and Striping Project to _____ ***(The contractor and amount to be determined after the August 12, 2014 Bid Opening)*** the lowest responsible bidder, in the amount of \$_____, plus \$_____ contingency (to be used at CSB managerial discretion) for a total cost of \$_____. CSB budgeted this project at \$_____. The bidders and bids were: _____.

- F. Consider, for approval the authorization of Louis S. Southworth, II, Esquire to register as a lobbyist on behalf of the Board in matters to be considered at the West Virginia Legislature.
- V. Other matters for action, information and discussion.
 - A. Porter’s Hollow Line Replacement and Rehabilitation Project – SRF/MHI/CSB Rates.
 - B. Other.
- VI. Executive session matters.
 - A. Personnel Matters.
 - B. Legal Matters.
 - 1. J. F. Allen v CSB.
 - 2. Jamestown PSC Complaint.
 - 3. Carroll Road, 846.
- VII. Next Meeting (October 9, 2014).
- VIII. Adjourn.

August 8, 2014 – Copies *via* e-mail to Board Members, Advisors and Staff and for posting to Charleston City Clerk and CSB IT Mgr. and to Gazette and Mail *via* 1st Class postage paid USPS.