

CHARLESTON SANITARY BOARD

FEBRUARY 8, 2018, BOARD MEETING – 10:30 A.M.

MAYOR'S CONFERENCE ROOM, CHARLESTON CITY HALL

501 VIRGINIA STREET, EAST, CHARLESTON, WV 25301

NOTICE AND AGENDA

For: Members: Chairman Mayor Danny Jones and Messrs. Mike Johnson, P.E. and Jack Rossi.

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 December 14, 2017, Meeting Minutes (copies to be e-mailed by 2-2-18).
- II. Public Speakers.
- III. Presentation of Unaudited Financial Statements and Check Registers for the period ended December 31, 2017, (copies to be e-mailed by 2-2-18).
- IV. Old Business.
 - A. Porter Hollow Project.
 - B. Emerald Heights Project
 - C. Other Matters.
- V. New Business.
 - A. Consider, for approval, the \$247,722.49 uncollectible accounts “write off” for the period July 1, 2016, through December 31, 2016, (the “write off” for the same period in 2015 was \$188,672.87).
 - B. Consider, for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect the award of a construction contract for the Victoria Road Pump Station No. 1 Project to the lowest responsible bidder, Pipe Plus, Inc. of Nitro, in the total base bid amount of \$112,269.00, plus \$5,000.00 contingency (approximately 5% of base bid) to be used at CSB managerial discretion, for a total base bid cost approval amount of \$117,269.00 CSB FYE 18 Capital Budget for this project is \$130K, with a balance of \$115,773.95.
 - C. Consider, for approval, and authorize the CSB General Manager or his designee, to take all actions necessary to effect Work Order No. 14, in the amount of \$58,950.00, under the July 1, 2014, Agreement for Engineering Services with The Thrasher Group, Inc. for construction phase engineering and resident

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project representative services for the Sherwood Forest Pump Station Upgrade Project. The CSB FYE 18 Capital Budget for this work is \$40,000.00.

- D. Consider, for approval, and authorize the CSB General Manager or his designee, to take all actions necessary to effect Amendment No. 3 to Task Order No.31, in the estimated amount of \$180,000.00, under the July 17, 2017, Agreement for Engineering Services with Burgess and Niple, Inc. for engineering final design and bid services for the Porter Hollow Project.
- E. Consider, for approval and take all actions necessary to effect the award of a purchase order for a 275-kilowatt, trailer mounted diesel generator, to Cummins Sales and Service, Inc. the lower responsible bidder, in the total amount of \$116,600.00. This portable generator is for use at CSB's larger pump station sites. CSB FYE 18 Capital Budget for this equipment is \$150,000.00.
- F. Consider, for approval and take all actions necessary to the award of a purchase order for a 400-horsepower rotary screw compressor, to Atlas Copco Compressors, LLC, the only responsible bidder, in the total amount of \$192,633.00. This compressor is for use with CSB's high purity oxygen generation system in its treatment plant. CSB FYE 18 Capital Budget for this equipment is \$200,000.00.
- G. Consider, for approval and take all actions necessary to effect the award of a purchase order for two (2) solids handling centrifugal diesel-powered pumps, to Godwin Pumps/Xylem Dewatering, the only responsible bidder, in the total amount of \$81,246.32. One of each back-up diesel engine driven pump systems are to be installed at CSB's Baker's Fork and Bench Road Pump Stations. CSB FYE 18 Capital Budget for this equipment is \$100,000.00.
- H. Consider, for approval and take all actions necessary to effect the award of a purchase order for two (2) stainless steel dump truck beds, to Conley Fabrication, LLC, the only responsible bidder, in the total amount of \$31,100.00. These dump beds are to replace the deteriorated carbon steel dump

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beds on two of CSB's Maintenance Department trucks. CSB FYE 18 Capital Budget for this equipment is \$40,000.00.

- VI. Other matters for information and discussion.
 - A. Capital Improvement Projects Schedule.
 - B. Other.
- VII. Executive session matters.
 - A. Personnel Matters.
 - B. Legal Matters.
 - 1. J. F. Allen v CSB.
 - 2. O'Dell/Holsclaw v CSB (Notice of Appeal to WV Sup. Court 11-28-17).
 - 3. Sines v CSB, CRW and Potesta.
 - 4. Other.
- VIII. Next Scheduled Meeting - Thursday, April 12, 2018.
- IX. Adjourn.

January 30, 2018 – Copies *via* e-mail to Board Members, Advisors and Staff and, for posting, to CSB IT Manager and Charleston City Clerk.