

CHARLESTON SANITARY BOARD

DECEMBER 12, 2019 BOARD MEETING – **10:30** A.M.

AV CONFERENCE ROOM, THIRD FLOOR, CHARLESTON CITY HALL

501 VIRGINIA STREET, EAST, CHARLESTON, WV 25301

AMENDED NOTICE AND AGENDA

For: Members: Chairwoman Mayor Amy Shuler Goodwin and Messrs. Mike Johnson, P.E. and Jack Rossi, CPA, Treasurer.

Others: Steve A. Cooper, General Manager; Louis S. Southworth, II, Legal Advisor; Crystal Sanders, Finance Manager; Tim Haapala, Operations Manager; and Teresa Dawson, Board Secretary and Administrative Assistant

- I. Approval of the October 10, 2019, Meeting Minutes (copies to be e-mailed by 12-9).
- II. Public Speakers.
- III. Presentation of Unaudited Financial Reports and Check Registers for the periods ended October 31 and November 30, 2019 (to be e-mailed by 12-9).
- IV. Old Business.
 - A. Porter Hollow Project.
 - B. Ferry Branch Pump Station Project.
 - C. Other Matters.
- V. New Business.
 - A. Presentation of the Audited Financial Report for the year ended June 30, 2019.
 - B. Consider, for approval, the proposed schedule of meetings of the Board at 10:30 a.m. in the AV Conference Room at Charleston City Hall on the second Thursday of every even month in 2020.
 - C. Consider, for approval, and authorize the General Manager, or his designee, to take all actions necessary, including the execution and delivery of required documents to research and change telephone service provider.

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AMENDED NOTICE & AGENDA, CONTINUED

- D. Consider, for approval, and authorize the General Manager, or his designee, to effect the award of a construction contract for the Danner Hollow and Mountain Road Lift Station Improvements, Contract 19-2, to the responsible low bidder, Rover Construction, Inc. of St. Albans, WV, in the total amount of \$946,500.00, plus \$50,000.00 contingency for use at CSB managerial discretion, for a total of \$996,500.00. CSB FYE20 Capital Budget for this project is \$1,160,000.00.
- E. Consider for approval and authorize the General Manager, or his designee, to present a Resolution Requesting City Council of the City of Charleston to authorize the City to file civil actions in the Circuit Court of Kanawha County for the condemnation of property for sanitary sewer easements necessary for the Sanitary Board to construct, install and complete its Woodward Branch Sanitary Sewer Improvements Project, Contract 18-3A, Phase I.
- F. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Amendment No. 1 to Task Order No. 3, in the amount of \$1,126,000.00, under the July 17, 2017, Agreement for Engineering Services with Burgess and Niple, Inc. for bidding, construction administration and resident project engineer phase services for the Woodward Branch Sanitary Sewer Improvements Project, Contracts 18-3A and 18-3B, Phase I and II.
- G. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Amendment No. 7 to Task Order No. 31, in the amount of \$157,000.00, under the July 17, 2017, Agreement for Engineering Services with Burgess and Niple, Inc. for resident project engineer phase services for the Porters Hollow Sanitary Sewer Improvements Project Contracts 15-1 and 15-2. The project contractor's schedule shows completion in April 2020 and the increase in fee covers the time required to complete the project.

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AMENDED NOTICE & AGENDA, CONTINUED

- H. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Task Order No. 11, in the amount of \$70,000.00, under the July 17, 2017, Agreement for Engineering Services with Burgess and Niple, Inc. for construction administration and resident project engineer phase services for the Danner Hollow and Mountain Road Lift Station Improvements Project Contract 19-2. CSB FYE20 Capital Budget for this work is \$70,000.00.
- I. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Task Order No. 12, in the amount of \$115,200.00, under the July 17, 2017, Agreement for Engineering Services with Burgess and Niple, Inc. for design and bidding phase services for the 71st Street, Bakers Fork and Bench Road Lift Station Improvements Project Contract 20-1. CSB FYE20 Capital Budget for this work is \$115,000.00.
- J. Consider, for approval, authorizing the Chairwoman (Mayor Goodwin), the General Manager (Steve Cooper), the Finance Manager (Crystal Sanders), and the Operations Manager (Tim Haapala) each and any of them to act on, and to execute and deliver any and all such documents as are necessary for any and all federal and state actions as they relate to the planning, design and/or construction of the Board's Woodward Branch Project.
- VI. Other matters for information and discussion.
 - A. Capital improvements project schedule.
 - B. Other.
- VII. Executive Session matters.
 - A. Personnel matters.
 - B. Legal matters.
 - 1. CSB v. Colonial, et al.
 - 2. J.F. Allen v. CSB

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AMENDED NOTICE & AGENDA, CONTINUED

3. CSB v. EPA

4. Other

VIII. Next scheduled meeting: Thursday, February 13, 2020.

IX. Adjourn.

December 5, 2019 – Copies via e-mail to Board Members, Advisors and Staff and for posting, to the CSB IT Manager and Charleston City Clerk.