

**SANITARY BOARD
WEIRTON, WV**

REGULAR MEETING MINUTES THURSDAY, DECEMBER 15, 2022

The Sanitary Board, City of Weirton, met in regular session Thursday, December 15th, 2022 in the Sanitary Board Conference Room, 5000 Freedom Way, Weirton, WV. Chairman Mayor Harold E. Miller called the meeting to order at 10:03 a.m.

Those in attendance were:

BOARD MEMBERS

Mayor Harold E. Miller, Chairman:

Robert Gribben, Vice Chairman

Joseph Barnabei, Board Member:

SANITARY BOARD OFFICIALS

A.D. Mastrantoni, Utilities Director__

Dan Guida, Legal Counsel

Richard Ohalek, Secretary

Brian Kuntz, Treasurer

Dan Kuzma, Chief Operator

Others in Attendance: Ben Erste - BHJ, Jonathan Carpenter - Thrasher, and Craig Howell - Weirton Dailey Times

1) Board Member; Chairman; Mayor Miller made a motion to approve the regular meeting minutes of December 15, 2022 as presented; seconded by Joseph Barnabei, passed unanimously.

2) No comments from citizen:

3) Brian Kuntz presented and reviewed the financial report to the Board members. The Financial Report is as follows: Beginning bank balance as of December 1st is \$432,371.46 disbursements as of December 15th, 2022 is \$157,191.18; bank deposits as of December 15th, 2022 is \$188,124.01; bank balance as of December 15th, 2022 is \$463,304.29, disbursements still to be paid for December 2022 are in the amount of \$195,371.88; December 2022 revenue \$203,078.23; our total then will be \$471,010.64. Your R&R Account has a balance December 15th, 2022 of \$41,323.07 your Working Capital Account has a \$296,595.81 balance as of December 15th, 2022 and Sanitary Surplus Account has \$166,374.39 and IJDC account \$58.70.

Board Member; Joseph Barnabei made a motion to accept the Financial Report as presented; seconded by, Vice Chairman; Robert Gribben, passed unanimously.

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4) Mayor Miller asked if need a approval of unpaid bills; Brian Kuntz stated no we are good for this month.

5) OLD BUSINESS:

A) Wastewater Treatment Plant Upgrade and Expansion:

Jonathan stated that we have resubmitted plans and specifications to DEP and we met with them to go over comments which they are suppose to get us a formal letter with the comments hopefully this week, we will get them resubmitted and I fully expect to have approval of the plans and specs in middle of January. As soon as we get the plans and specs approved through DEP, they'll start reviewing the NPDES permit modifications that the Wastewater Plant is requiring. We already prepared the application, but the agency won't look at it until the plans and specs are approved. Jonathan stated as soon as that is in process, once that goes to public notice that we would be in a position to go to bid some time in April and June, our hope is that we can be advertising. In terms of the financing the Water Development Authority did vote to give you the economic enhancement grant funds to complete the funding package so financing is squared away just a matter of the discharge permit. It will be in position to go to bid and construction. Mr. Barnabei asked Jonathan if he thought the amount will stick around Forty-Four or Forty-Five million? Jonathan stated prices and stuff are starting to come down a little bit, depending on competition of the contractors. We just updated that estimate not very long ago, so certainly there is a chance that there's going to be big overruns, but the EEG money is in place for that anyway. We feel pretty good about our numbers, one of the things we haven't talked about if we wanted to look at pre-purchase equipment as a possibility or a couple of equipment packages, probably looking at Two to Three Million in equipment cost that if we could pre-purchase that and save the contractor mark up, they just have to come in and install it that is a way the Sanitary Board may be able to save some money. There is some mechanisms that we can try to do to stay within the budget that we have but I have noticed some improvements, at least on the pipe side of things. Electrical components are still very long behind and there is a lot of electrical that needs done here. Joe asked if that is a possibility and Butch stated yes, but we don't want to have committed millions of dollars without having, an approval in place and then NPDES in place. Otherwise, we taking a bid risk in purchasing equipment with out knowing truly that we have an opening at the other end to install it. We have done some of those things already. When we did the two press upgrades here in order to get the press back on, but we upgraded it consistent with what would be required in our upgrade. So there's certain things that we've been spending that we had to in order to keep our processes going that would conform to the project. We could look at pre-purchasing at the appropriate time.

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B) Thirty draw of the Water Development Authority Design Loan for the Wastewater Treatment Plant Upgrade and Expansion:

Ben Erste stated that draw thirty is total of \$130.23 broken down, BHJ for \$75.23, Kay, Casto & Chaney for \$55.00.

Board Member Joseph Barnabei made a motion to pay draw Thirty in the amount \$130.23 as presented; seconded by Vice Chairman Robert Gribben, passed unanimously.

6) NEW BUSINESS:

A) To Repair a Pre-ATAD Mixer \$5283:

Rick Ohalek stated that a couple of weeks ago, the Pre-ATAD mixer failed and we need to get that repaired as soon as possible. We have a quote from Precision Pump and Valve to repair the mixer for \$5,283.00. I am recommending that we proceed with that and it will be coming from the R & R Account.

Vice Chairman, Robert Gribben made a motion to approve to repair the Pre - ATAD Mixer in the amount \$5283 as presented; seconded by Board Member, Joe Barnabei, passed unanimously.

B) Authorizing Representative:

Rick Ohalek stated item B is giving authority to the Mayor and the Utilities Director to sign for documents regarding the upgrade of the Financial aspects for the Treatment Plant. The resolution would be to allow the Mayor to be the Primary signer and if the Mayor is not available the Secondary authorized signer would be Butch.

Board Member Joseph Barnabei made a motion to approve the Authorized Representatives as presented; seconded by Vice Chairman Robert Gribben, passed unanimously.

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C) Health & Dental Insurance Renewal:

Rick stated that it is time to renew our health insurance and Nathan Mazor from USI put together a package here of different options that we're looking at. The 2023 proposal that they proposed to us would increase our overall cost by 6.2%. We had budgeted 10% for the health care renewal. Nathan did some negotiations and he was able to get another plan but we are staying with Highmark, he got 2.3% increase over 2022. That was already approved by council on Monday, so we are looking for permission from the Board to approve this also. Mr. Gribben asked is that goes from 5000 to 6000 for deductible? Rick stated yes there is increase in the deductible, but the gap insurance is going up to match that. It is going to be pretty much similar to what we have with very little out-of-pocket expense for our employees. Dan Guida asked about the Dental and Vision, Rick stated stays the same. Mr. Guida asked is it Dental and Vision included in package, Rick stated no it's a separate policy and Dental did go up 10% the employee pays half and we pay half. Butch stated the reconfiguration to the extra deduction will be invisible to the employee.

Vice Chairman, Robert Gribben made a motion to approve to 2.3% increase option as presented; seconded by Board Member, Joe Barnabei, passed unanimously

D) WDA Grant Award:

Butch stated that recently, we were awarded the Economic Enhancement Grant, Mayor you signed for it last week. That actually is the formula that now puts us in the position to bid if we get the DEP's approval and the NPDES permit it was for \$9.9 million and it covers the foreseeable overrun as was estimated and Thrashers last scheduled B that was generated for this project. When the Mayor signed that, we just wanted the Board to have an acknowledgment that the WDA and Marie Prezioso were very instrumental in bringing all the finances together and now our funding scenario is complete. All we have to do now is hope that the DEP gives us an affirmative review of the plans and NPDES permit, and then hopefully we'll get an authorization to go to bid.

E) 2023 Board Meeting Dates:

Rick stated the 2023 Board Meeting Dates, was an informational item, so you know ahead of time all the dates for the Board Meetings for next year.

Mr. Guida asked Joe if he will be able to participate by phone and Joe stated if needed he will.

THURSDAY, DECEMBER 15, 2022**F) Approval of service lateral agreement for the Primanti Building:**

Butch stated what you are seeing here is the future site of the Primanti Brothers structure that is anticipated being built right now. I believe right in here is the property line. The Primanti is being built right in this general area. Today we are asking the Board to approve a service lateral agreement, which has been prepared by the Attorney Dan Guida. You recall some months back we did a similar thing on O'Reilys. In this case, we don't have a formal frontage on the street where a public service or a public main line exists. Our main lines exist on private property and there are multiple property owners. So in this case, it is not a-typical for a property owner to have his service lateral exist across the neighboring property owner, which could be the same person, or it could be different parcels owned by different people. So in order to clarify that the responsibility of the anticipated new customer for that service line, in other words that is going to be considered customer owned apparatus. Moving forward, we are establishing a point of connection and a manhole in this general location right here. The Primanti sewer line would be tapped into that manhole, but the service lateral associated with that will be continued to be maintained by the customer and that is the purpose of the agreement. So that we do have on file that the customer knows he is responsible for operating and maintaining that service lateral and if they would flip the property, if it is sold commercially that this agreement will be part of that deed in that change. Dan Guida stated the only comment he has is that in the agreement there is one service lateral for Sanitary but if you notice there is three for water. The reason that is that building is actually going to be 7000 square feet and 4000 square feet is going to be Primanti, plus have a thousand square feet, outdoor patio so that is about 5000 for that. There is two other tenants that could occupy space adjacent part of the same building so that walled off 1500 square feet, 1500 square feet with a total of 3000 square feet for two potential tenants. So each of those tenants has to have a water run and then you've got the Primanti. Dan stated it is not just Primanti's going there hopefully will be able to rent out the other space so we can have at least one tenant and maybe they might take all 3000 square feet or 2 different tenants 1500 square feet each and Primanti. But on the Sanitary lateral it all just dumps in does not matter two, three, or four. Butch stated this is no according to scale, but this red thing would indicate the anticipated flow from the Primanti Building and from all tenants. Rick stated actually that is the force main it comes from Kroger's. We don't know exactly where that goes but it will tie into that manhole. Butch stated the main flow goes and collects from here (as he pointing to projector) and goes this way then on down Potomac Avenue and to Cove Hill Road so flow is going the opposite direction. Butch stated that is the purpose of the agreement today asking the Board to consider. Mr. Gribben abstained do to Grae - Con Construction being the contractor for construction of the buildings.

Board Member Joseph Barnabei made a motion to approve The service lateral agreement for the Primanti Building as presented; seconded by Chairman Mayor Miller, passed unanimously.

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The meeting adjourned at 10:28 a.m. with no further business to discuss. Board Member Joe Barnabei made the motion to adjourn; seconded by Vice Chairman, Robert Gribben passed unanimously.

Sanitary Board, Secretary

Chairman- Mayor Harold E. Miller