

# Sewer Board Meeting

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A meeting of the Beverly Sewer Board was held on January 09, 2020 and called to order at 6:32 pm by Chairman Andy Burns. Those present were Board Member David Sturdivant and Donnie Pritt, Chief Waste Water Operator Jarrod Phillips and Clerk Robin Wilson. Visitors included Water Board Members David Simmons, Kenny Weese and Chief Water Plant Operator Cory Weese.

**Minutes** – The minutes were emailed to all members to review prior to the meeting. Donnie Pritt motioned to accept the minutes. David Sturdivant seconded, motion carried.

## Old Business

**EL Robinson Update** – EL Robinson did not attend the meeting but will be at the February meeting with proposals on the project. Eric Coberly confirmed we will be on the list for the CWSTR Priority List, the deadline is January 17<sup>th</sup>. Mayor Burns passed out paperwork on the violations. The maintenance crew has repaired all they can do on our end. Page 1 shows customer responsibility, and our maintenance crew can assist with these issues at a small cost to close out the violations. Donnie Pritt motioned to have maintenance fix the minor problems with caps. David Sturdivant seconded. Motion passed. The 2nd page listed manholes that we can't repair and will have to be included in the project. The 3<sup>rd</sup> page listed areas that need additional smoke testing. We have a smoker and maintenance can verify and follow up on this to make repairs as needed.

**Rate Increase** – Mary Hutson gathered information from the clerk, utility clerk and the plant operators and will be putting together a package to help decide if/how much we can do a rate increase for. We do not have the 12.5% of funds to set up a capital improvement account which was mandated by Senate Bill 234 in 2015 and put into effect in 2017. According to Mary Hutson, we have 3 years to fund this account. She explained the process it takes to raise rates. The municipal (town) council would need to pass an ordinance. It would need to be published in the paper 3 times and the 3<sup>rd</sup> reading of the ordinance is required to be a public hearing meeting. If there are no objections, the rate increase/new tariff would be submitted to the PSC for approval and the new tariff would take effect 45 days after the passing of the 3<sup>rd</sup> reading.

**OIT Approval** – M Metz OIT Hours for December 2019 were approved and signed off by David Sturdivant and Donnie Pritt.

## New Business

**M Metz Class I WW Training** - David Sturdivant motioned to send Matthew Metz to Flatwoods in April for Waste Water I class. This is a week-long class with travel, meals and hotel to be paid by the sewer department. Donnie Pritt seconded, motion carried.

**Toolbox for Sludge Truck** – Jarrod Phillips would like to mount a \$200 tool box on the cat walk on passenger side of the sludge truck. David Sturdivant motioned to place a tool box with Donnie Pritt seconding, motion carried.

**Lift Station Pumps** – Lift Station #1 and #4 pumps were pulled. #1 is in the project to be redone. David Sturdivant motioned to have the pump for LS #1 repaired at this time instead of replaced. Donnie Pritt seconded. Motion carried. #4 LS pump is at Precision Pump also but they can't find anything wrong with it. They are coming back next week and will go from there. It may be in the electrical panel and an electrician may have to be called in. David Sturdivant motioned to have an electrician come in if over \$500. Donnie Pritt seconded. Motion carried. Lift Station #5 is now acting up and not registering hours. Jarrod will have them check it while they are here. It may be in the floats, if so, they may be cheaper to order through Bluebook than Precision Pump. Would like to have the floats ready when they are here checking on the lift station.

**Chlorine/Chemical Alarm(s)** – There are no alarm systems or detector at the sewer plant for chlorine. There is one at the water plant that is no longer being used since they switched to bleach. It can be moved since the water plant is no longer using gases, only corrosives. If it can't be moved, the operator may come back for approval to purchase an alarm system to detect chlorine.

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## Chief Operator Reports

Jarrold Phillips submitted his Chief Operator Report for January 2020. A copy is attached to the minutes. Things have been very busy while Jarrod settles into his new position. Jarrod has been looking at ways to decrease the trips hauling sludge to Weston. It cost \$65.46 per load/2000 gallons plus diesel. He gave his ideas on how it could be hauled on the fields in the winter with a \$1500 trailer and 500-600 gallon tanks.

## Leak Adjustments

- 1.) R Howell – Denied, leaking commodes will not constitute a leak adjustment.

## Financial Statements

Financial statements were reviewed.

## Invoices

David Sturdivant motioned to pay the December invoices submitted, Donnie Pritt seconded, motion carried.

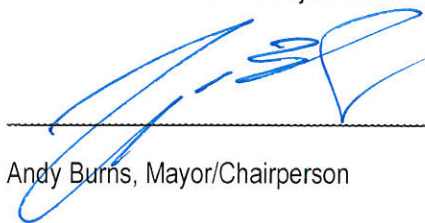
## Updates and Information

The mayor has made numerous calls to TNT about the carport and spoke with them. We are still waiting. They are still waiting – on more orders. The board agreed months ago to cancel the shipment if this continued and go with another company if this continued if the price was within the same range. The mayor will check other companies on prices on carports.

Matt Metz is in need of a second coat to change into on days when he is out working in the yard or hauling sludge. The clerk will call and order one.

## Adjournment

Donnie Pritt motioned to adjourn with David Sturdivant seconding, all in favor. The meeting adjourned at 9:38 pm.



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Andy Burns, Mayor/Chairperson



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Robin Wilson, Clerk/Secretary

# BEVERLY UTILITIES DEPARTMENT

WATER PLANT

5 Walnut Street

WASTEWATER PLANT

304 636 5378

BEVERLY, WV 26253

304 636 7815

TOWN HALL 304 636 5360

FAX 304 637 2104

## Chief Operator Report

1. Hauled 17 loads of Sludge to Weston (34000gal. \$1113.16)
2. Precision Pump picked up pumps from #1 and #4 Lift Stations
3. Got set up with the DEP to file the Monthly Reports
4. Monthly Sampling
5. Up date list for the Smoke Testing. Our list of Caps and Laterals is complete
6. Search for old Sludge Receipts from Weston for Robin
7. Cleaned the Clarifiers, Flume, and Contac Chamber
8. Canceled Car Port order with TNT Carports (Shockey)
9. Filed Monthly Reports with help from Jim Johnson with Rural Water
10. Bar Screen has frozen up several times
11. Put Pumps back in #1 and #4 Lift Stations. Problems with both.
12. Plant Maintenance and Up Keep
13. Precision Pumps service guy came and worked on #1 and #4 Lift Stations. Both Pumps are working as they should.