

# Sewer Board Meeting

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A meeting of the Beverly Sewer Board was held on February 06, 2020 and called to order at 6:31 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, Chief Water Plant Operator Cory Weese, Utility Clerk Mellanie Bennett, Council member Debbie Stalnaker, Jack McIntosh from WVRCAP, Randall Lewis and Eric Coberly with EL Robinson.

**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

**Rate Increase** – Mary Hutson is working on the Sewer Evaluation and will present it when it is finished. Jack McIntosh with WVRCAP handed out copies of the Water Evaluation that Mary Hutson put together from the information she gathered and members discussed the steps on moving forward with the water rate increase. This will be tabled until figures can be presented.

**EL Robinson Update** – Eric Coberly went over a map showing the surcharge areas that lead to the main problems needing to be dealt with. Members were given 6 pages of estimates that explained the options of the proposed upgrades needed. The primary being the treatment plant upgrade at a cost of \$7,675,000.00. Phosphorous testing will probably be coming in the next 4-6 years, so that's something to be included in the upgrade. #2 is Forcemain Rehabilitation & Reconfiguration at \$1,075,625.00 to keep from pumping the same stuff more than one time. #3 is Pump Station Upgrade at \$280,000.00. #4 is Dodson Run System Rehab at \$411,425.00, which is the worst area for I & I. While it is big on infiltration, it isn't going to save any operation expense. #5 is Beverly Hills Rehab at \$958,550.00, and again this is not critical or cost saving at this time. #6 is Scott Lake Extension at \$241,725.00. While this is just an extension, it will be hard getting money for it by itself. While the options can be put together in any way, the suggestion would be doing options # 1, # 2, & # 3 first, as those are the biggest priorities. Total cost of all 6 together is \$10,642,325.00. There was discussion on funding/grants and it was mentioned that EDA grants require other money has to be committed before they will commit. There was discussion on how to proceed with certain options now, and doing others at a later time. Donnie Pritt motioned to go with Option # 1, #2, #3, #4, and #5, while omitting #6 at this time and including it with a phase II/Scott's Lake Project later on. David Sturdivant suggested going for the 1<sup>st</sup> three and then when they're funded, go for phase two. After more discussion and explanation on savings on soft cost because you only have one bond, etc., There is also the chance of running out of grant money when the cost of your project gets larger. Mr. Sturdivant wanted to do the 1<sup>st</sup> three along with Dodson and then add the Beverly Hills in with the Scott's Lake Rd Extension Phase. There are 33 manholes in Beverly Hills and total line replacement included at a cost of \$958,550.00. While this is not a critical upgrade at this time, it's also not a good standalone project. If we wait, it may be more expensive down the road. After lengthy discussion, Mr. Sturdivant seconded the motion as made by Donnie Pritt to do #1 Wastewater Treatment Plant Upgrade; #2 Wastewater Collection System Forcemain Rehabilitation; #3 Pump Station Upgrade; #4 Dodson Run System Rehabilitation; and #5 Beverly Hills Collection System Rehabilitation. The motion carried. Randall can work up a project to include Option #6 to go further up Scott's Lake Rd with an extension to gather more customers. This could generate approximately 75 -100 customers if it goes all the way around and ties in with the Files Creek line.

**OIT Approval** – M Metz OIT Hours for February 2020 were approved and signed off by David Sturdivant and Donnie Pritt.

## New Business

**Employee Cell Phones** - The cell phones from AT&T are running \$300 per month with Bill Knapp and Robin Wilson being the only employees using them at this time. Most employees are using their personal cell phones that now offer unlimited minutes, and they no longer want to use the town cell phones. David Sturdivant motioned to end service for company provided cell phones due to lack of usage by employees. Donnie Pritt seconded; motion carried.

**Lift Station Pumps** – They are having problems getting the pump in and out of lift station #1 when there is water in the pump station. They have to go to a manhole and plug it to keep water from coming in. Precision Pump can put

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guides in to help insert the pump to get it in and out. Even with the upgrades coming during the project, it may be reasonable to install the rails to help with the insertion of the pump for the next two years.

**Meeting Attendance by Employees** – Jarrod Phillips brought up employees attending meetings. If Employees want to attend, should they get paid for it? The Chief Operators get paid and the policy has been that comp time should try to be taken. There is a lot of information at the meetings that he thinks the employees need to be aware of. Members feel this is a Personnel Committee matter and should be discussed at the next personnel meeting.

## Chief Operator Reports

Jarrod Phillips submitted his Chief Operator Report for February 2020. A copy is attached to the minutes.

Precision Pump came to look at both LS #1 & #4. It only took 30 seconds for him to fix LS #4. You have to push it and hold it really hard. LS# 1 wouldn't work at all. The service guy took the pump apart and said it was wired wrong by them. He told Jarrod we wouldn't be charged for the service call since it was their fault from when they rebuilt it, but we haven't gotten a statement to date.

There are 1 or 2 <sup>cleanouts</sup> manholes that can't be found that will need smoked to be located on Collett St. The only things left on the lists are 6 customer cracked laterals. If the town fixes them, we could bill the customer. If the customer doesn't pay, we could terminate the water service. There will be a few customers who will not fix the problem. If we fix one at no charge, you have to fix all at no charge. We should send a second letter first to see if the customer has fixed it before we go out. After a certain time frame, a representative should contact the customer to coordinate with them on the repair of the cracked lateral. Kenny Weese mentioned calling the 6 customers.

## Leak Adjustments

The leak adjustments were presented for February:

- 1.) M Powers – David Sturdivant motioned to approve the leak adjustment. Donnie Pritt seconded. Motion carried.

## Financial Statements

Financial statements for February were reviewed. Sewer took a hit this month due to Weston Sanitary Board billing for almost 2 years all at once. They tried to bill for 7 invoices that were already paid from 2016.

## Invoices

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

## Updates and Information

The mayor stated the carport for the bar screen should be here at any time. It is being purchased through Taylor Enterprises and will be delivered and set up by Five Star Metal Buildings. It will be regular size at 21 foot x 7' high.

The tool box for the sludge truck has not been installed yet.

David Sturdivant looked at the Chlorine/Chemical Alarm(s) at the water plant and said it doesn't look to be too difficult to remove and take to the sewer plant. Will have to be tested once it's moved to the sewer plant.

## Adjournment

David Sturdivant motioned to adjourn with Donnie Pritt seconding, all in favor. The meeting adjourned at 10:02 pm.

  
Andy Burns, Mayor/Chairperson

  
Robin Wilson, Clerk/Secretary

# BEVERLY UTILITIES DEPARTMENT

Waste Water Treatment Plant

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February 2020

## Chief Operator Report

1. 16 loads of Sludge to Weston (32,000 gal. \$1047.68)
2. Replaced Battery in Generator at #3 Lift Station
3. Met with Mellanie about the smoke test. Decided to not send letters out till spring or early summer
4. Had to have a transformer at the Sewer Plant replaced. Found it on Presidents Day. The Generator ran for 19 hours. It took 174 gallon of Fuel to fill it back up. That cost \$398.46
5. Carport was installed on the 20<sup>th</sup> of February. Ordered on the 16<sup>th</sup> of January
6. Monthly Samples
7. Cleaned the Clarifiers, Flume, & the Contac Chamber
8. Jim Johnson with Rural Water helped file the Monthly Reports
9. Plant Maintenance and Up Keep