

# Water Board Meeting

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A meeting of the Beverly Water Board was held on November 11, 2021 and called to order at 6:40 pm by Mayor/Chairman Andy Burns. Those present were Board Members David Simmons, Kenny Weese, Chief Water Plant Operator Jon Swecker, and Utility Clerk Mellanie Dilley. Visitors included Sewer Board Members David Sturdivant, Donnie Pritt, and Chief Waste Water Operator Jarrod Phillips

**Minutes** – The October minutes were emailed to the members prior to the meeting for their review. The minutes were motioned to be approved by Kenny Weese while David Simmons seconded and the motion carried. AIF.

## Old Business

**L.Martin OIT Hours Approval**- L.Martin OIT hours for October were approved and signed off by Kenny Weese and David Simmons.

## New Business

**Mixed Media**- It is roughly \$2500.00 for a skid. Jon had to borrow a few bags from Huttonsville PSD. Kenny Weese made the motion to purchase ~~what we needed to repay Huttonsville.~~ David Simmons seconded; motion carried. AIF

*Corrected 12-9-2021 - motion to purchase 1 Skid. af*

**Voice Alert Mass Media System**- This is something that must be done by January 1, 2022. It is for boil water advisories. We must offer text or voice alert message to our customers regarding boil water advisories. We can set this up ourselves with Kaylenes help. We will need to send letters to our customers asking if they would like to participate in the advisory.

**Safety Seminar**- This seminar will cover, Confined Spaces, Excavation and Trenching, Hazard Communication, Driver Safety and Personal Protective Equipment. It will be mandatory for all employees to participate in the seminar. The date and time of the seminar is 12/7/2021 from 9:00 to 5:00.

**H. Knicely Credit Late Penalty**- Mr. Knicely made his utility payment through his bank on 10/4/2021 to be paid and delivered to our office on 10/14/2021. On 10/21/2021 he was charged a penalty of \$2.04 on his water because we had not received his payment at that time. Mr. Knicely called Citizens Bank and spoke to Amanda Mick about his check not getting to us in a timely fashion. Ms. Mick called me requesting that we credit Mr. Knicely the penalties on his account. The check was in Charleston, WV on 10/21/2021 we received the check on 10/22/2021. David Simmons made the motion to credit the water penalty of \$ 2.04 Kenny Weese seconded; motion carried. AIF

**J. Pennington Refund Sewer Charges**- Was tabled until the next meeting.

## Chief Operator Report

Jon Swecker submitted his Chief Operator report for October, 2021 and a copy of the report is attached.

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## Accountability

Rate 1 =7.71%

Rate 2 = 6.97% (booster/line ext)

## Leak Adjustment

Two leak adjustment was presented for water.

- 1.) T.Sneberger
- 2.) E.Hansen

Kenny Weese made the motion to make an adjustment to the water portion. David Simmons seconded; motion carried. AIF

## Financial Statements

Financial statements were reviewed.

## Invoices

David Simmons motioned to approve the invoices to be paid. Kenny Weese seconded; motion carried AIF

## Updates and Information

**GIS Mapping-** Has been completed we are waiting on Daniel Peters with Region 7 to get back with us.

**Tank Inspections-Water Tanks-** The project is underway.

## Adjournment

Kenny Weese motioned to adjourn with David Simmons seconding. All in favor. The meeting adjourned at 8:25 pm.



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Andy Burns, Mayor/ Chairperson



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Mellanie Dilley, Utilities Clerk/Secretary



Town of Beverly Water Plant

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## Monthly Report October 2021

1. Monthly sampling
2. Continued monitoring water
3. Worked on cleaning plant
4. Worked on mor's
5. Tested Big water Meters
6. Flushed and Tested 5 fire Hydrants for iso
7. North tank update project
8. Tank moderating installed at plant (still in progress )
9. Line extension project
10. Two days of class in Elkins
11. Put in water tap at Rigglemans addition