

# Sewer Board Meeting

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A meeting of the Beverly Sewer Board was held on November 9, 2023 and called to order at 6:30 pm by Mayor/Chairman Andy Burns. Those present were Board Members, David Sturdivant, Donnie Pritt, Chief Operator Jarrod Phillips, and Utility Clerk Mellanie Dilley. Visitors included Water Board members Kenny Weese, David Simmons, Chief Water Operator Jeremy White and Randal Lewis with E.L. Robinson.

**Minutes** – The October 12, 2023 minutes were emailed to all members prior to the meeting for their review. The minutes were motioned to be approved by David Sturdivant while Mayor Burns seconded; motion carried.AIF

## Old Business

## New Business

**One Time Employee Stipend-** Donnie Pritt made the motion that all full time employees receive a one time stipend in the amount of \$350.00 and all part time employees receive a one time stipend in the amount of \$175.00. David Sturdivant seconded; motion carried.AIF

**Christmas Employee Appreciation Dinner-** David Sturdivant made the motion to reimburse Mayor Burns the cost of the dinner. Donnie Pritt seconded; motion carried.AIF

## Chief Operators Report-

Jarrod Phillips submitted his Chief Operator Report for the month October 2023 and a copy of the report is attached.

## Leak Adjustments

Three leak adjustments were presented for Sewer.

- 1.) Brenda Booth-Davis
- 2.) Susan Lewis
- 3.) Nancy Taylor
- 4.) Dwight Yoakum

David Sturdivant made the motion to adjust the sewer portion. Donnie Pritt seconded; motion carried.AIF

## Financial Statements

Financial statements were reviewed.

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## Invoices

David Sturdivant motioned to approve the invoices to be paid with the exception being the following invoice from 3BG Supply Company in the amount of \$2067.25 to be paid from the Reserve & Replacement account. Donnie Pritt seconded; motion carried. AIF

## Updates and Information

**Sewer Project**-No updates at this time.

**Energy Assessment**- Pump is in and working.

**Modified NPDES Permit** – Still have not heard anything

## Adjournment

David Sturdivant made a motion to adjourn with Donnie Pritt seconding, AIF. The meeting adjourned at 7:30 pm.



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Andy Burns, Mayor/Chairperson



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Mellanie Dilley, Utilities Clerk/Secretary

# BEVERLY UTILITIES DEPARTMENT

Waste Water Treatment Plant

304-636-7815

5 Walnut Street

BEVERLY, WV 26253

TOWN HALL 304 636 5360

OCTOBER 2023

## Chief Operator Report

1. Monthly Samples
2. 26 loads of Sludge to WY1 (52000gal.)
3. 4 loads of Sludge to Elkins (14000gal.\$350.00)
4. Drain and Clean South Clarifier
5. Pump hooked up in the Contac Chamber
6. Yard Hydrants all hooked up to new pump
7. All Generators Running
8. 2 loads of Back Wash from the Water Plant took to Clarksburg
9. Plant Maintenance and Up Keep