

November 7, 2019

Bridgeport Utility Board Minutes  
City of Bridgeport  
County of Harrison  
State of West Virginia

**REGULAR SESSION:**

At 8:35 a.m., Thursday, November 7, 2019, Bridgeport Utility Board met in regular session in the conference room of the Bridgeport Municipal Complex at 515 West Main Street.

**BOARD MEMBERS PRESENT:**

Members Barry Ranson and Ken Curry. Member Jack Merinar attended via teleconference.

**BOARD MEMBERS ABSENT:**

Chairman Andy Lang and Vice Chairman Joe Timms.

**CITY STAFF PRESENT:**

Superintendent of Public Utilities Jared Cummons, City Manager Randy Wetmore, Finance Director Monica Musgrave, City Attorney Norm Farley, and Office Administrator Connie Hamilton.

**CITY STAFF ABSENT:**

Director of Engineering and Public Utilities Beth A. Fox.

**OTHERS IN ATTENDANCE:**

Dan Ferrell, The Thrasher Group representative.

**APPROVAL OF MINUTES:**

- Minutes of the August 29, 2019 Bridgeport Utility Board meeting were unanimously approved as presented on a motion by Member Curry, seconded by Member Merinar.

**PUBLIC COMMENTS:**

- None.

**REVIEW OF FINANCIAL REPORT:**

- Finance Director Monica Musgrave reviewed the Water Renewal and Replacement Report, the Water Fund Report, the Sewer Renewal and Replacement Report, and the Sewer Fund Report for October 2019. Director Musgrave reported the budgets are in good shape at this time.

**BUDGET REVISIONS AND/OR AUTHORIZATIONS:**

- None.

## **NEW BUSINESS:**

- Consider and act upon entering into a contract with J.F. Allen Company in the amount of \$84,389.00 for the Improvements to Kovach Tank and Upgrades to Compton Booster Pump Station Project, plus a 10% contingency in the amount of \$8,438.90.
  - Mr. Cummons reported that The Thrasher Group is the engineering firm overseeing the project, and he asked Dan Ferrell to update the board on the project.
  - Mr. Ferrell discussed the removal of the booster station and the installation of an altitude valve so when Compton Booster Station kicks down, the Kovach Tank will fill first and the altitude valve will close off and fill the Eastpointe Tank. The Compton Booster Station has no ventilation right now, which trips the pumps off due to heat. The plan is to have a monorail system installed.
  - Three bids were submitted for this project:
    - J.F. Allen               \$84,389.00
    - A.J. Burk, LLC       \$87,000.00
    - Michel, Inc.         \$129,000.00
  - After a general discussion, a motion was made by Member Curry to enter into a contract with J.F. Allen Company in the amount of \$84,389.00, plus a 10% contingency, for the Improvements to Kovach Tank and Upgrades to Compton Booster Pump Station Project. The motion was seconded by Member Merinar and was unanimously approved.
  
- Consider and act upon entering into a contract with Suez Utility Service Co., Inc. in the amount of \$189,558.00 for the purchase and installation of five tank mixers, plus a 10% contingency in the amount of \$18,955.80.
  - Mr. Cummons said Suez Utility Service Co., Inc. was the sole vendor for the tank mixers; therefore, only one quote was submitted.
  - After a general discussion, a motion was made by Member Merinar to enter into a contract with Suez Utility Service Co., Inc. in the amount of \$189,558.00, plus a 10% contingency, for the purchase and installation of five tank mixers. The motion was seconded by Member Curry and was unanimously approved.
  
- Consider and act upon entering into a contract with H & S Controls and Instrumentation in the amount of \$12,568.18 for the electrical installation of five tank mixers, plus a 10% contingency in the amount of \$1,256.82.
  - Mr. Cummons said the contract with Suez Utility Service Co., Inc. does not include the electrical service. H & S Controls and Instrumentation submitted a bid of \$12,568.18.
  - After a general discussion, a motion was made by Member Merinar to enter into a contract with H & S Controls and Instrumentation in the amount of \$12,568.18, plus a 10% contingency, for the electrical installation of five tank mixers. The motion was seconded by Member Curry and was unanimously approved.

## **REPORT:**

Superintendent of Public Utilities Jared V. Cummons informed the board that Director Beth Fox was not present due to an unexpected appointment. Fred Burton is working as the Interim Project Manager for the Indoor Sports and Recreation Complex. During Mr. Burton's absence in Public Works, Mr. Cummons will be the Interim Public Works Director and will be presenting the Public Works reports until further notice.

- Belasco Mobile Home Park Water Line Upgrade Project: Civil & Environmental Consultants (CEC) is the engineering firm on the project and will advertise in January 2020. The estimated cost of the project is \$350,000.00. Plans received to send to WV Bureau of Health & Human Resources for permit.
- Lift Station 9 and Lift Station 9 Forcemain Upgrade: The Thrasher Group is the engineering firm overseeing the project. This project will entail a new Lift Station, wells, and controls. Once completed, Lift Station 10 will be removed, and there should be an approximate flow reduction of 17 – 20% through downtown Main Street.
- Stormwater: City Engineer Beth Fox, Mayor Andy Lang and City Manager Randy Wetmore are meeting with the Commissioner of Highways in Charleston on Friday, November 8<sup>th</sup>, to discuss stormwater issues, such as Route 50 near Home Depot.
- Indoor Sports & Recreation Complex: Footers and retaining walls are being constructed.
- Headworks: There have been problems at the plant with the headworks. The odor has been controlled with solid lids, which has resulted in the deterioration of the concrete. It is planned to spray line the entire headworks structure, which would give the structure another five to ten years of service.
- Luke Sigley is doing the day to day tasks at the WWTP while Mr. Cummons is overseeing the Public Works Department as well as the Wastewater Treatment Plant. He reports to Mr. Cummons daily and is doing an excellent job.
- Secondary Water Source: The Thrasher Group was contacted to submit a cost for providing Engineering Services in studying potential additional water sources for the City of Bridgeport. Mr. Dan Ferrell spoke to the board regarding The Thrasher Group's proposal.
  - We currently have three water feeds to Bridgeport from Clarksburg. All the feeds rely on the West Fork River.
  - The wells that were drilled did not produce what was needed. If potable water was found a water plant would need to be put in place.
  - The city uses approximately 1.3 million gallons of water per day, and we have enough water stored for 1.5 days.
  - The city has also researched tying into Grafton's water supply. If water is pulled from Grafton it could reach the airport tank and would then be pumped to United Hospital Center and Eastpointe.
  - The scope of work would include reviewing the existing system, review potential alternatives, and review necessary improvements to the City's system in order to distribute the new source.
  - The Thrasher Group could supply the scope of work for \$13,555.00. The scope would include different percentages (20%, 50%, and 100%) of the total water used by Bridgeport. A complete model would cost approximately \$23,000.00.

Mr. Cummons discussed the possibility of looping the water lines. In the event the water line coming from the Kovach Tank, which runs under I79, were to become unavailable, Eastpointe, Newpointe, and Gabriel's Plaza would be out of water. Connection points on Lodgeville Road would be useful in that event. It would be similar to the project that was completed on Sherwood Road that supplies Ridgeway Drive.

The board discussed replacing the water line under I79. Mr. Cummons said WV Department of Highways has delayed their project on I79, but the city will proceed with our planned

project. This may likely be our next big project after the Belasco Mobile Home Park water line upgrade.

Member Curry said he is in favor of a secondary water source. The board agreed the scope of work by The Thrasher Group should proceed with a 25% usage. The report should include how the 25% usage would extend our time. The funds for the scope of work are available under Contracted Services and the quote falls under the amount needed for a vote from the board.

- Ventura Drive: The stormwater project has been completed.
- East Olive Street sewer and stormwater project: This project has been completed, along with finishing the sidewalk.
- Clarifier 2: The sludge line was clogged but it is running now.
- Clarifier 1: Two new valves were installed, and Clarifier 1 is working, but it will need internal structural work in the next few years.
- Lift Station 3 (located by Water Street): Running very well and the overflows are minimal to none.

**EXECUTIVE SESSION:**

- None.

**THE NEXT BUB MEETING HAS BEEN SCHEDULED AS FOLLOWS:  
Thursday, January 16, 2020 at 8:30 a.m.**

**ADJOURNMENT:**

With no further items for discussion, the meeting was adjourned at 9:15 a.m. on a motion by Member Curry, seconded by Member Merinar, and unanimously approved.

**Approved by:**

\_\_\_\_\_  
**Member Barry Ranson (Acting Chairman)**

**Date:** \_\_\_\_\_

**Prepared by:**

\_\_\_\_\_  
**Connie Hamilton, Office Administrator**