

**Vienna Utility Board**  
60<sup>th</sup> Street, Vienna, WV 26105  
**Special Utility Board Session**  
**Meeting location Vienna Utility Board**  
**210 60<sup>th</sup> Street, Vienna, WV 26105**

**AGENDA**  
**January 12, 2024**  
**9:00 AM**

- I. Call to Order / Pledge of Allegiance
- II. Roll Call
- III. **New Business**
  - A. Meter Purchase Approval
  - B. Burgess & Niple – Task Order No. 2024-09 – Wells 9 & 10 Rehab – Approval
- VII. Utility Board Comments

Next regular meeting: Friday January 19, 2024 @ 1:00 PM Location: 210 60<sup>th</sup> Street, Vienna, WV  
26105

# Easy Installation, Seamless Integration

Neptune® Cellular ProCoder™ )R900i™



The Neptune® cellular ProCoder™)R900i™ is designed as an all-in-one package – pairing absolute encoder technology with the reliable connectivity of Neptune’s R900® System cellular endpoint. The ProCoder register provides an easy-to-read high-resolution mechanical wheel bank and is compatible with any Neptune mechanical meter. Integrated endpoints eliminate the hassle of wiring while reliably delivering accurate data to optimize system performance, improve customer service, and support water conservation initiatives.

- Eliminate the inconvenience of endpoint programming and wiring
- Robust coverage and two-way communications using LTE-M cellular technology
- Reduce inventory with an all-in-one register and endpoint package
- Improve operations and customer service with real-time, high-resolution AMI data and advanced analytics
- Streamline testing and onsite troubleshooting with an easy-to-read odometer and high-resolution sweep hand
- Pinpoint trouble areas quickly with flags that identify leaks, reverse flow, and tampering
- Prevent tampering and environmental damage with no external wires
- Automatically recover from service interruptions with 96 days of stored data

## Endpoint Specifications

### Electrical Specifications

- Endpoint Power: Lithium battery with capacitor

### Endpoint Operations

- Cellular LTE-M transmissions with configurable transmit windows
- Mobile 900 MHz backup transmissions
- Verify installation via the Neptune® 360™ Field Manager tool
- 15-minute interval data with automatic back-fill
- Priority alerts

### Environmental Conditions

- Operating Temperature: -22°F to +149°F (-30°C to +65°C)
- Storage Temperature: -40°F to +158°F (-40°C to +70°C)
- Operating Humidity: 100% condensing, fully submersible

### Materials

- Register Housing:
  - Engineered polymer
  - Roll-sealed copper
- Lens:
  - Tempered Glass

### Antennas

- 2' cellular external through-the-lid antenna

## Options

### Compatibility

- Available for every size Neptune mechanical meter

### Units of Measure

- U.S. Gallons, Cubic Feet, Imperial Gallons, Cubic Metres

## Resolution & Capacity

### High Resolution (8-digit reading)

	Size	G	ft <sup>3</sup>	m <sup>3</sup>
T-10 (Includes disc side of TRU/FLO)	5/8", 3/4", 1"	0.1	0.01	0.001
T-10 (Includes disc side of HPPIII)	1 1/2", 2"	1	0.1	0.01
HP Turbine (Includes FS Turbine, HPPIII, Turbine Side of TRU/FLO)	1 1/2", 2", 3", 4"	1	0.1	0.01
HP Turbine (Includes FS Turbine, HPPIII, Turbine Side of TRU/FLO)	6", 8", 10"	10	1	0.1

### Register Capacity

	Size	G	ft <sup>3</sup>	m <sup>3</sup>
T-10®(Includes disc side of TRU/FLO®)	5/8", 3/4", 1"	10,000,000	1,000,000	100,000
T-10 (Includes disc side of HPPIII)	1 1/2", 2"	100,000,000	10,000,000	1,000,000
HP Turbine (Includes FS Turbine, HPPIII, Turbine Side of TRU/FLO)	1 1/2", 2", 3", 4"	100,000,000	10,000,000	1,000,000
HP Turbine (Includes FS Turbine, HPPIII, Turbine Side of TRU/FLO)	6", 8", 10"	1,000,000,000	100,000,000	10,000,000

### ProCoder Registration (Per Sweep Hand Revolution)

Type	Size	G	ft <sup>3</sup>	m <sup>3</sup>
T-10	5/8", 3/4", 1"	0.1	0.01	0.001
T-10 (Includes disc side of HPPIII)	1 1/2", 2"	1	0.1	0.01
HP Turbine (Includes FS Turbine, HPPIII, Turbine Side of TRU/FLO)	1 1/2", 2", 3", 4"	10	1	0.1
HP Turbine (Includes FS Turbine, HPPIII, Turbine Side of TRU/FLO)	6", 8", 10"	100	10	1

## Warranty

- Neptune provides a limited warranty for performance, materials, and workmanship. See warranty statement for details.



neptunetg.com  
#winyourday

Neptune Technology Group  
1600 Alabama Highway 229  
Tallahassee, AL 36078  
800-633-8754 f 334-283-7293

**ATTACHMENT C**  
**REQUEST FOR ENGINEERING AND RELATED SERVICES**  
**BY THE VIENNA UTILITY BOARD**  
**TO**  
**BURGESS & NIPLE, INC.**

**Task Order No. 2024-09**  
**Wells 9 and 10 Rehabilitation – Design, Bidding and Construction Phase Services**

In accordance with Section III of the Agreement dated and effective as of April 16, 2021, the BOARD submitted a request to the Engineer for professional services. The following is the Engineer's submitted response.

**General Description of Professional Services Requested**

BOARD requested Engineer to provide professional services for the rehabilitation of water supply Wells No. 9 and No. 10 including electrical improvements.

**Response of Engineer Describing, in detail, the Scope of Professional Services to be Provided**

A. Engineer will provide the following professional design phase services:

1. Attend a kickoff meeting with BOARD staff to discuss scope and preferences for the design phase services.
2. Conduct site visits to Wells 9 and 10 to review and observe site layout, wells, electrical equipment, stand-by generator, controls, and buildings. Confirm measurements of layouts of each well house to use in the preparation of drawing for the proposed improvements.
3. Prepare construction contract documents comprised of bidding forms, contract forms, technical specifications, and drawings. It is understood that these documents will be prepared for all work to be performed under two construction contracts as follows:
  - a. Contract No. 1 will cover the rehabilitation of the wells, which will include internal inspection of the wells, pre- and post-rehabilitation pumping tests, chemical and mechanical rehabilitation (redevelopment), and installation of replacement well pumps and motors.
  - b. Contract No. 2 will cover the electrical improvements including replacement of the service entrance, disconnects, switching, motor starters, control panels, lighting panels, conduit, and wiring.
4. Update the construction cost estimate and discuss with the BOARD.

B. Engineer will provide the following professional bidding phase services:

1. Provide bidding documents to the BOARD for distribution to potential bidders and suppliers.
2. Respond to questions from potential bidders.
3. Prepare addenda as needed for the BOARD's distribution to registered plan holders.
4. Attend the bid opening, review bids, prepare a bid tabulation, summarize the results in a letter addressed to the BOARD, and meet with BOARD to discuss the results of the bidding process.
5. Upon the BOARD's selecting a successful bidder, complete four contract books for execution between the BOARD and Contractor.

C. Engineer will provide the following professional construction phase services:

1. Preparing agenda and conducting pre-construction conference.
2. Reviewing shop drawing submittals for conformance with the information given in the Contract Documents.
3. Maintaining a record of construction progress and quantities to be used in reviewing the Contractor's requests for payment.
4. Preparing change orders for BOARD's approval and execution in accordance with the contract documents.
5. Reviewing work of laboratories in the testing and inspection of materials and equipment to be used in construction and receive all reports by such laboratories on the materials tested for approval or rejection. The cost of such testing and inspection of materials by laboratories, if any, shall be paid by the BOARD in all cases where the specifications do not specifically require payment to be made by the Contractor.
6. Conducting an observation when the project is substantially complete and a final observation to determine if the project punch list has been completed and the Contractor has fulfilled its obligations so that the Engineer may approve final payment to the Contractor.
7. Preparing and processing construction contract close-out documentation.

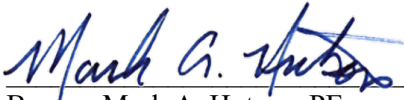
**Description of Form and Limits, if Any, of the Compensation to be Paid for the Services Described Above**

The BOARD agrees to pay the Engineer the following lump sum fees for the professional services to be provided in accordance with this Task Order, as defined below:

- Design Phase Assistance: \$47,000
- Bidding Phase Assistance: \$7,700
- Construction Phase Assistance: \$28,700

The lump sum fees are contingent upon the BOARD authorizing the commencement of these professional services no later than March 1, 2024.

**BURGESS & NIPLE, INC.**



By: Mark A. Hutson, PE  
Its: Executive Vice President



By: Michael P. Davis, PE  
Its: Project Manager

In accordance with the terms of the Agreement, the professional services and form of compensation as described above are hereby authorized by:

**VIENNA UTILITY BOARD**

By: Randall C. Rapp  
Its: Chairman

Dated: \_\_\_\_\_

# RECONCILIATION OF FUNDS

## CITY OF VIENNA

January 8, 2024

FUND	BEGINNING BALANCE AS OF 12/07/2023	NET CHANGES	ENDING BALANCE AS OF 01/08/2024	UNITED BANK			UNITED BANK		COMMERCIAL B & T
				NON- INTEREST BEARING	LIQUID ASSET FUND	US GOVT. FEDERAL AGENCY SECURITIES	FEDERATED FUNDS	FEDERAL AGENCY SECURITIES	U.S. GOV'T. SECURITY
YIELD:				-0-			VARIES		
GOVERNMENTAL: GENERAL	6,112,408.55	-1,428,803.92	4,683,604.63	55,000.00	4,628,604.63				
SPECIAL REVENUE:									
AMERICAN RESCUE PLAN FUND	1,615,187.00	-287,703.28	1,327,483.72		1,327,483.72				
COAL SEVERENCE	51,510.03	0.00	51,510.03		51,510.03				
EXCESS LEVY	0.00	0.00	0.00		0.00				
CAPITAL RESERVE	11,762,518.77	0.00	11,762,518.77		11,762,518.77				
DONATION FOR P&R (ROUNDING)	2,505.49	91.43	2,596.92		2,596.92				
STORM WATER	366,162.98	35,607.46	401,770.44		401,770.44				
PROPRIETARY:									
ENTERPRISE:									
WATER-UNRESTRICTED	965,114.65	-116,529.14	848,585.51	0.00	848,585.51				
WATER - RESERVE	158,087.00	0.00	158,087.00						
SEWER*****	605,197.27	50,009.80	655,207.07	0.00	655,207.07				
SEWER - RESERVE	230,335.00	0.00	230,335.00						
POLICE FUNDS:									
ASSET FORFEITURE	58,794.22	0.00	58,794.22						
JUSTICE FUND	26,048.54	0.00	26,048.54						
TREASURY FUND	15,661.51	0.00	15,661.51						
FIDUCIARY:									
TRUST:									
EMPLOYEE'S RETIREMENT	3,210,687.05	434,779.29	3,645,466.34				3,645,466.34		
POLICEMEN'S RETIREMENT	12,102,949.78	360,760.12	12,463,709.90			12,463,709.90			
MCDONOUGH	2,906.93	100.00	3,006.93		3,006.93				
TOTALS	37,286,074.77	-951,688.24	36,334,386.53	55,000.00	19,681,284.02	12,463,709.90	3,645,466.34	0.00	0.00

\*\*\* THE CARES ACT TOTAL INCLUDED IN THE CAPITAL RESERVE FUND BALANCE IS \$1,592,541.59