

Vienna Utility Board
210 60th Street, Vienna, WV 26105
Regular Utility Board Session
Meeting location Vienna Utility Board
210 60th Street Vienna, WV 26105

July 21, 2023

Public Forum: None

- A. City of Vienna Source Water Protection Plan Review – Per Craig Metz, this item was reviewed with back in 11-2019, the plan was uploaded to correct dept., due to it now being 2023, we need to review again. Does anyone have any questions on the SWPP plan. There were no questions. Also, please make sure to sign in on the attendance sheet. Thank you.

The meeting was called to order at 1:02 PM with the Pledge of Allegiance.

Roll call was taken with the following present:

Kim Williams, John Barr, Steve Eaton, Joseph Thorpe, Attorney Russ Skogstad, Absent: Randy Rapp.

- Attorney Russ Skogstad was acting Chairman in Randy Rapp's absence.

Also, present: Craig Metz Public Works Director, Lorrie Bond Stormwater Coordinator / Program Administrator, and Mike Davis, from Burgess & Niple.

Minutes from June 16, 2023, Regular VUB Board Meeting were approved as posted.

Unfinished Business:

- B. **Water Quality Testing** – Per Craig Metz, latest tests results came back great.
- C. **ARP Discussion** – No Update
- D. **5 – Year Plan** – No Update
- E. **45th Place Waterline – Update**: - Per Craig Metz, the contractor is tying in water lines and taps. They did find the source of a leaking pipe, new lines were not holding pressure, so they had to inspect all lines until they found it. They have been repaired and once service lines are installed, we will complete the concrete work.
- F. **12th Street Lift Station Pump Replacement – Update** – Per Craig Metz, contractor has been in many times to measure, we hope they will be starting on soon, estimated time per Mike Davis is within the next few months.
- G. **Burgess & Niple – Water & Wastewater System Improvement Project – Rate Discussions – Schedule and Project Discussion**– No updates.
- H. **Dredging of Pond Run and Dry Dams** – Per Metz, The Soil Conservation has changed how they do things, new people have taken over. They used to pay us to maintain the dry dam, they will no longer be doing this. They are going to mow themselves once per year. We mow 2 times per year, as he advised them. We are still waiting for grant money or any funding.

- I. **Burgess & Niple – 28th Street Storm Drainage Improvements Phase 1 Project Update**– Per Metz and Mike Davis, no updates.
- J. **Lead Service Line Inventory – Update** – Per Mike Davis, we were unable to meet this month, but we are progressing along in this process.
- K. **Scada System Discussion** – Per Davis, Tyler with Citco water is in attendance to answer any questions or concerns. Tyler explained that with the cellular option, it runs on web browser access and can run our entire water and sewer systems., it will send alarms, update every 10 – 15 minutes. We have the backbone of it already in place, we just need to upgrade the water side and do the entire system for sewer. Skogstad asked how much larger these meter heads would be, they are not much bigger than what you have now. Tyler advised that there is a significant cost difference, there will be a service fee of \$15.00 a month, \$160 per year on each meter. This is like an insurance policy for the meters. Per Metz, we need to get specs written up and put it out to bid. Mike Davis said he will have it for the next meeting.

New Business:

- A. **Approval of Bid Financing or 2023 Ford F-150 Truck for the Water Dept.** - Per Skogstad, bids were opened on 7-10-2023 at 10:00 am for the financing of a 2023 F150 Truck for the Water Dept., with the following results, United Bank 3 -yr. – 5.15% total \$57,805.20 and a 4 yr. rate – 5.35% for \$59,496.96. Country Roads Leasing (includes fees) 3 yr. – 4.35% total \$57,414.60 and 4 yr. – 4.35% total \$58,642.56. After careful review of the bid proposals, the recommendation for the Utility Board approval of the financing for a 2023 F150 Truck is, Country Roads Leasing 3 yr. – 4.35% at \$57,414.60. Skogstad asked for the motion to be approved.

Motion and Vote

Chairman Skogstad called for the motion to approve the financing for 2023 F150 Truck for the Water Dept. with Country Roads Leasing 3 yr. – 4.35% in the amount of \$57,414.60. The motion was called by Kim Williams; Steve Eaton seconded the motion. The vote was carried in support unanimous 4-0.

- B. DV Weber Construction - - 45th Place Water Main Replacement – Pay Application No. 1 – Approval. Skogstad asked for the motion to approve the payment to DV Weber Construction in the amount of \$116,730.00.

Motion and Vote:

Chairman Skogstad called for the motion to approve the payment to DV Weber in the amount of \$116,730.00. The motion was called by Joe Thorpe; Kim Williams seconded the motion. The vote was carried in support unanimous 4-0.

Manager’s Report: Per Metz, we completed work on the 8th Avenue property, we laid rock, perforated pipe, laid grass, and seed, we will plant wildflowers next year. NO main breaks this past month. No questions.

The meeting was adjourned at 1:36 PM.

Next regular meeting – Friday August 18, 2023 @ 1:00 PM @ Vienna Utility Board located at 210 60th Street Vienna, WV 26105.

Respectfully submitted,

Lorrie Bond