

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

June 16, 2023

**Public Forum:**

The meeting was called to order at 1:04 PM with the Pledge of Allegiance.

Roll call was taken with the following present:

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

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

Minutes from May 19, 2023, Regular VUB Board Meeting were approved as posted.

**Unfinished Business:**

- A. **Water Quality Testing** – Per Craig Metz, latest tests results came back great. They did flush last week at well sites 11-14. Everything is working well.
- B. **ARP Discussion** - Per Chairman Rapp, no updates, the ARP we still have money in the fund that will be paying for the 45<sup>th</sup> Place waterline replacement and the pumps at sewer lift station on 12<sup>th</sup> Street.
- C. **5 – Year Plan** – Per Chairman Rapp, no updates, additions, or changes. Kim Williams added that we look at the 5-year plan, we are getting behind on it, due to not having the funds to complete all these projects. It was over a year ago that we reached out to Michael Griffith regarding a rate study. Williams understood that we received this study back although it has not been shared with the Board. She believes that there will be an announcement today regarding sewers, but we still have water and stormwater projects that are of great importance. 28th Street stormwater drainage improvement and the dredging of Pond Run. She wanted to know where we stand on all of this and felt that we need to have this discussion with the City Council. She would like Metz to attend Council and go over this plan and what we are looking to do. We need to bring this to council and the Board should choose to move forward on what projects we are able to fund. Stated that according to ordinance, Metz should attend council as representation at least once a quarter. Metz stated he would attend the next meeting to review this and discuss it with Council.
- D. **45<sup>th</sup> Place Waterline – Update:** - Per Craig Metz, the contractor made it to 41<sup>st</sup> St. to do tie-in and found ductile iron pipe instead of transite like they thought. They did not have correct fittings, so they ordered proper fitting to make the four” tap and closed the hole back up, until they can get in with correct parts. Then they will move to 45<sup>th</sup> Place, everything is moving right along.
- E. **12<sup>th</sup> Street Lift Station Pump Replacement – Update** – Per Mike Davis, the contractor received pumps last week. It has taken 1 year for them to receive. They will be coming to install soon.
- F. **Burgess & Niple – Water & Wastewater System Improvement Project – Rate Discussions – Schedule and Project Discussion**– No updates.
- G. **Dredging of Pond Run and Dry Dams** – Per Rapp, no updates.

**H. Burgess & Niple – 28<sup>th</sup> Street Storm Drainage Improvements Phase 1 Project Update**– Per Rapp asked Mike Davis to briefly explain the area that will be covered under Phase 1. Davis stated it is from 15<sup>th</sup> Ave. starting at 34<sup>th</sup> St. and running to 28<sup>th</sup> St. They are trying to reduce water to Pond Run and looking at Jackson area, this runoff will flow to a lower trench.

**I. Lead Service Line Inventory – Update** – Per Mike Davis, we met up here yesterday, we are going to have monthly meetings going forward to keep updates on everything. We need to get the ages of when homes were built, this will also reduce the amount of work in the field. Luckily, we did meter replacement, we checked our mains and distribution lines to confirm there is no lead, copper, or copper soldering. We are going to resend the questionnaire to residents, we only received approximately eight hundred back and we will advise them that this is an EPA requirement and if they do return or complete online, we will have to physically go to each home to inspect.

**J. Scada System Discussion** – Per Metz, the SCADA system is still needed, we have SCADA for water but not sewer. We need both, we need to decide if we are going to stay with radio or go cellular based. Right now, we have nineteen lift stations, if one goes down, we are not notified until rounds the next day or someone calling to advise the red light is on. We need this also for data collection per the EPA. The system will call the on-call operators to advise them of an issue. Metz stated that cellular is a better option. Rapp added that he spoke to a lady that works for Jackson County, Sandyville, WV, he and Metz will be going to visit to see their system.

#### **New Business:**

Chairman Rapp called for a motion to go into Executive Session to discuss a legal matter.

#### **Motion and Vote**

Chairman Rapp called for the motion to enter Executive Session to discuss a legal issue. The motion was called by Kim Williams; Steve Eaton seconded the motion. The vote was carried in support unanimous 5-0.

Executive session was entered at 1:45 pm and returned at 2:16 pm with no decision made was information only.

- A. Approval of New Truck for Utility Board** - Per Amy Roberts, there are two options. Option #1 is a Mid – Size Crew Cab Ford Ranger from Matheny Motors in the amount of \$42,235.00. Option #2 is a Half Ton Truck Ford F-150 from Matheny Motors in the amount of \$53,455.00. The Director is requesting the Half Ton Truck Ford F-150 from Matheny Motors due to more room especially when taking others out in field, driving to out of town classes and it is easier to get in and out of. Chairman Rapp called for the motion to approve the purchase of option #2, the Half Ton Truck Ford F-150 from Matheny Motors in the amount of \$53,455.00. We are still pending financing so this will be bid on and brought up at next month's meeting.

#### **Motion and Vote**

Chairman Rapp called for the motion to approve the purchase of option #2 the Half Ton Truck Ford F-150 from Matheny Motors in the amount of \$53,455.00 The motion was called by Kim Williams; Joe Thorpe seconded the motion. The vote was carried in support unanimous 5-0.

**Manager's Report:** Per Metz, we have a new billing clerk, she should be starting in 2 weeks. Tommy has done a great job stepping in and taking care of this until we have someone trained. So please give tommy an atta boy for his hard work. Rapp wanted to add a great job to Tommy and wanted to express to Lorrie what a great job she does and that he knows she has a lot of work on her, and it is stressful, and will only be getting worse. Stated to her that she is starting to become especially important around here. Metz stated that we have not had much in the ways of water leaks. After the first of July we will be installing the retention system at 8<sup>th</sup> Ave., we will do

trenching and retention system along with rain garden. The Freedom Fest starts July 1<sup>st</sup>, and the Mystery dinner is tomorrow 6-17-2023 at the restaurant I Don't Care.

The meeting was adjourned at 1:45 PM.

Next regular meeting – Friday July 21, 2023 @ 1:00 PM @ Vienna Utility Board located at 210 60<sup>th</sup> Street Vienna, WV 26105.

Respectfully submitted,

Lorrie Bond