

Vienna Utility Board  
210 60<sup>th</sup> Street  
Vienna, WV 26105  
Regular Meeting  
August 20, 2021

**Public Forum:** Brenda Powell

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

Roll call was taken with the following present:

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

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

Minutes from the July 23, 2021, Regular VUB Board Meeting were approved as presented and posted.

**Unfinished Business:**

- A. Water Quality Testing** – Per Craig Metz, last results were non – detects so everything is working great. Metz added that there is a chlorine shortage right now with our current supplier, we are not having an issue at this time, we did acquire an additional 100 gallons from the pool through the Parks Department. Currently we are constructing an additional building at 58<sup>th</sup> Street for an add – on chlorine system storage. Our capacity now can hold 200 gallons once we get the additional storage building our capacity will increase to 500 gallons. Steve Eaton asked what the shelf life is on chlorine, per Metz it varies, keeping it out of sunlight and in dark area it will last for quite a long time.
- B. ARP Fund Request** – Per Chairman Rapp, at the last council meeting there was no one who made a motion to approve the request for the Utility Board projects, director Metz presented multiple projects at the Council meeting. Rapp said he believes the recommendation that the Board presented to fund the \$500,000 River Road project is still the premier project for the City. Attorney Russ Skogstad drew up the resolution but as I stated earlier it died from lack of a motion. Rapp stated he believes that resolution was too broad, so we should come back to the next Council meeting with a very defined request. Rapp asked Metz for his thoughts. Metz believes there was some issues, he feels he did not explain to council the needs in enough detail. Metz feels that the priority is the edge line between wells 7 & 8 and 23<sup>rd</sup> St. we need to keep that water flowing in that area because he knows within a year, we are going to have to shut down wells 9 & 10 for cleaning and pump rehab, so we will need to be able to supply that water to the lower end of town. He is not sure what Council's wishes are, but we need to at least get this one project rolling, that way it could possibly be started on by end of this year or beginning of next year. I have projects on the wish list we are still going to talk about today. Rapp added that at last month's meeting we voted as a Board to request \$500,000 for the completion of the River Road project, Rapp is still convinced this is still the #1 priority for the city, there was discussion about it going on for so long that it probably wasn't necessary, but he does not agree with that, this is a major step in our water system. The ability to balance all three of these systems together as one is critical and he thinks this should be the priority. The water system we have is the life blood to our city, if anyone has any other opinions now is the time to say. Steve Eaton, wanted to know exactly what happened in council. Rapp explained no one made a motion on our resolution. Attorney Skogstad added that what happened was he received an email the Monday before Thursday's Council meeting asking for a resolution to allocate all the money received to the Utility Board for infrastructure projects. It was a very

broad resolution; it was brought before Council and there was no motion on the resolution. Kim Williams added that the Council meeting prior to this last Council meeting happened in 3 weeks due to the way it fell. Councilman Elam wanted a resolution for the ARC money to go to the Vienna Utility Board. The Utility Board then met the following day where we as a Board recommended that the water project be done and that was to be sent to Council, so Council anticipated that they were going to get a recommendation for the water project, what Council received was a recommendation for all the ARC money and that resolution was extremely broad, it didn't signify water lines, sewer or any details, it basically stated here Utility Board gets all the money and you decide what to do with it. Before the agenda came out Councilman Elam asked that the resolution for the ARC that he originally suggested be pulled and not to be put on Council's agenda for Thursday's meeting. Whatever happened there was some miscommunication, I can't say exactly what happened but regardless the broad ARC money resolution went before council. They weren't prepared for it, it was not what Council had asked for, they wanted it pulled. The 2<sup>nd</sup> issue was that Council was not aware of the trunk line issues with the sewer, so they requested that Metz come to council, which he did and gave us all an update on the priority with the water line and the issue with the trunk line, as well as the other issues with 12<sup>th</sup> Street. So, I think there was a lot of miscommunications and misunderstanding with this. Also, Williams asked Metz if he had spoke of taking wells 9 & 10 offline for rehab and repairs before because she does not remember this. Metz stated that it was in the 5 – year plan that was already approved. Rapp stated he has no idea where this is going to end up, he still believes the water project on River Road should be the #1 project to benefit the City of Vienna long term. The ability to turn your systems off and on and still supply water is critical. There is no question the sewer lines are important, the trunk line to Parkersburg is another of those long-term projects that we are going to have to deal with. Attorney Skogstad asked if we meant by balancing system, that if water had to be shut off for repairs etc., we could still supply water to the entire City, Rapp added that us correct, this would keep water on to residence and cause them no interruption in service when any repairs, maintenance or etc. are being done. Metz stated that this has already been proven when we had the C-8 crisis I could not push water from the upper end of town to down below or vice versa with the current connections that we have. We lived this 5 years ago. But we must start by approving this then getting it approved through council as well. This must be done and would like to get started on it as soon as possible, this may cause the sewer project to be done later but this is what is a priority right now. Joe Thorpe asked Metz for clarification that he thinks this is more important than the sewer project because Thorpe thinks the sewer is more important. Rapp stated that what has happened is, Public Works has asked for all the money but there are other issues besides water and sewer, he stated he doesn't blame Metz for wanting the money but the fact is there are other needs besides these, but this water project to balance the system is needed, if we learned nothing from the C-8 issue, having to give out water and bring tanker trucks in for people to have potable water is a disaster. This project would keep us from having to do that again. The sewer line is very important, and we will figure out what to do with it, but again the water line is critical. In the 17 years I have been here the thing we keep coming back to we must connect all well fields together. Kim Williams asked Metz, with doing this water line project for approx. \$500,000 that takes away from money going toward sewer project so we would have to do a rate study to do a bond. She stated she would like an idea on what the main priority projects would approx. cost and if we don't have enough money to complete them what would the rates increase to. Metz stated that if we don't have the money when that time came yes that would be correct. Williams requested that a rate study be done since we have several large projects to do in case, we do not have the funds to complete these projects. Metz said he would have this information available for next meeting. It will be a ballpark figure nothing set in stone.

**New Business:** Director Metz asked that we go over 12<sup>th</sup> Street Lift Station first.

- A. Burgess & Niple – Cost Estimate on EQ Basin & 12<sup>th</sup> Street Lift Station** – Per Metz when we originally talked about the line upgrade down 17<sup>th</sup> Street regarding capacity issues. I talked about how we could handle the lift station, my concept was we could put a storage tank outside to control the flow into the lift station. Per Mike Davis, we did a cost estimate on this

with a 250,000-gallon storage tank, the idea being that during a heavy flow time we could hold the extra water in a storage tank to let it flow into the lift station over a 24-hour period instead of all at once. The cost estimate came to \$1,533,500 with contingencies. Per Metz, this amount is way above what I thought it was going to cost, I don't think the city should be spending \$1,533,500 when we need a line upgrade to Parkersburg anyway, so I am thinking take the \$1,533,500 and apply it to the Forced Main upgrade. I don't support this one, the Board can do what they wish but I think this project should be scraped and we should focus on the others. Kim Williams added that she appreciated the numbers but did not see the point in this project at all. Metz said this project is no longer on the table.

- B. Burgess & Niple – Cost Estimate on Replacement for Force Main to Parkersburg** – Per Mike Davis, how we looked at this is, the existing forced main is already there, we can continue to use it as we construct the new. We would do construction in sections at a time, use the same trench that way we are not in any easements, we aren't doing anything different that isn't already there, I did add money for bypassing, I think there will be times when we must bypass especially with work down at 12<sup>th</sup> St. other than that the existing plumbing system will work fine. We are looking at a cost estimate of \$2,939,600 with contingency. Per Steve Eaton, the existing agreement with Parkersburg will have to be modified with this due to increased flow. Per Metz, he stated that we will review the agreement with Parkersburg. Rapp asked is there any reason why we can't just lay new pipe next to the old line. Per Mike Davis, there is not enough room, considering easements and pressure on the pipe we would be afraid of it separating so we don't think we could do it this way. Rapp asked, while doing this project each time we make a connection we have to disconnect something to move on, I see there are modifications every step of the way. Davis agreed and stated that we just want to make sure we have the money to cover the project for now. Per Rapp this is just information only right now, we are just looking at the numbers.
- C. ArcGIS Workorder Software Cost Estimate and Presentation** – Per Metz as you all know we have been moving forward the last year and a half on our Arc program, it has been working great our data records are outstanding with this system. We can go back and look at every place we have had a water leak, breaks, etc. Also, this helps with flow of work giving to our guys, how it worked before is someone would call in with an issue, we would write it down on paper, I would pass to correct person to take care of and sometimes papers would get lost in vehicles, etc. this system allows us to send work orders electronically, so we don't run into these issues. With this new application, residence can load this app they can actually go out take pictures of the issue they are having, they can explain the situation they are having and send to us. That way we understand the problem exactly as they submit it, instead of getting a phone call and them trying to explain to us over the phone. Sometimes, they will give us information of an issue and communication can be an issue an address or location of problem and we spend time trying to locate where the issue is. This would eliminate this situation. It also will help us determine if it is an emergency and will assist in getting it assigned as such and the correct department will be dispatched to go address the issue. We can also send out alerts to residence regarding street closures, repairs, etc. directly to their phones, to Facebook, our website, and other media outlets. It is a great program approx. cost is about \$15,000 yearly but it is well worth it. Kim Williams added she did go look at a few more videos of the program and did some research on it, she thinks its great, it will improve efficiency and also likes the fact that residence that load the app can go in and see that the issue they had has been fixed, and it expands to every aspect of the city, it doesn't have to be limited to just public works, it can be used for other departments as well. She questioned since the cost we are looking at is approx. \$15,000 a year, since other departments can benefit and use this, does the burden go on the VUB or can it be paid for spread over other departments. Metz, said he would like to cost share with other departments, like Code Enforcement and Parks Department. Metz said he would like to progress with this, he will get final numbers and we will bring to the board next meeting. We will go into more detail with a presentation so please feel to look over the information on it and we will review at next meeting and let you decide if we want to go forward with this.

**Manager's Report:** Metz advised the last few weeks have been tough on us with water breaks our guys have been out many nights the last few weeks, making repairs then working full day, so they have been very busy and working hard. This does happen this time of year with it being so dry then getting rain. We sent out a notice on all media outlets that there will be water line repair at 47<sup>th</sup> Street between 6<sup>th</sup> & 7<sup>th</sup> Avenues. Everything else going well, any questions? Joe Thorpe asked how many employees our department has, Metz advised we have 22 employees right now which includes our office staff, but we have 25 positions, so we are not running at full staff right now. It has been difficult to find any new employees right now. Kim Williams wanted to add that there is a lot of interest in having these meetings live streamed like we do for council meetings, is this a possibility or something we can look into? Randy said we can look into it, but we have enough trouble getting the live stream to work for the Council meetings. Kim said she followed up with Chris in our IT department and did seem to get issue corrected with stream problem. Metz added we have internet issues here so we could run into problems plus we have no microphones at this location. Williams added that this would give people the chance to watch the meetings live or go back and watch later when they can. Williams also added that she would still like the Stormwater fee study looked into.

**Board Comments:** No comments

Meeting adjourned at 2:17 PM.

Next regular meeting – Friday September 17, 2021 @ 1:00 PM @ 60<sup>th</sup> Street VUB location.

Respectfully submitted,

Lorrie Bond