

CHARLESTON SANITARY BOARD
FEBRUARY 8, 2024 BOARD MEETING – 10:30 A.M.
VIA ZOOM TELECONFERENCE

NOTICE AND AGENDA

Since this meeting will be conducted via Zoom, anyone wishing to comment during the public comments portion of the meeting is asked to email comments to info@csb-wv.com by February 8th, 2024, at 10:30 AM. Any comments received will be read into the record during the meeting. Any member of the public who wishes to comment live during the meeting can do so by calling 304-348-1084 ext 250 at 10:30 AM on February 8th, 2024.

For: Members: Chairwoman Mayor Amy Shuler Goodwin and Messrs. Kanti Patel, PE and Jack Rossi, CPA, Treasurer

Others: Steve A. Cooper, General Manager; Louis S. Southworth, II, Legal Advisor; Tim Haapala, Operations Manager; Crystal Sanders, Finance Manager; and Teresa Dawson, Board Secretary and Administrative Assistant

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- I. Approval of the January 10, 2024 Special Board Meeting Minutes (to be e-mailed by 2-6).
 - II. Unaudited Financial Report and Check Register for the period ended December, 2023 (to be e-mailed by 2-6).
 - III. Public speakers.
 - IV. New business.
 - a. Consider, for approval, and authorize the General Manager to take all actions necessary to effect the \$144,223.75 uncollectible accounts “write off” for the period July 1, 2022, through December 31, 2022 (\$142,053.00 for the same period in 2021).
 - b. Consider for approval, and authorize the CSB General Manager, or his designee, to take all actions necessary to transfer \$2,000,000.00 from the WesBanco General Fund account to the JPMorgan Chase General Fund account.
 - c. Consider for approval, and authorize the CSB General Manager, or his designee, to effect the award of a construction contract to C.J.

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Hughes Construction Company, Inc. of Huntington, WV, the lowest responsible bidder, for the Lucado Road and Lude Road Lift Station Improvements Contract 23-4, in the amount of \$1,338,200.00, plus \$40,000.00 contingency (3% of the contract amount) for use at CSB managerial discretion, for a total of \$1,378,200.00. There was one other bidder: Orders Construction Company, Inc., of Saint Albans, WV, with a bid of \$1,866,000.00. CSB FYE24 capital budget cost estimate for this item is \$1,254,000.00.

- d. Consider for approval, and authorize the CSB General Manager, or his designee, to take all actions necessary to effect Change Order No. 2, to Insight Pipe Contracting, LLC, for the FYE24 Annual Pipe Lining Contract in the amount of \$440.00, thus revising the contract price from \$183,828.32 to \$184,268.32. There is no increase to the Contract Time. The work associated with this change order includes upsizing 88-linear feet of 8-inch diameter pipe lining to 10-inch diameter pipe lining. CSB FYE24 capital budget for this item is \$300,000.00.
- e. Consider for approval, and authorize the CSB General Manager, or his designee, to take all actions necessary to effect Change Order No. 1, to Triton Construction, Inc. for Davis Creek and Woodrum Lane Lift Station Improvement Contract 22-1, in the amount of \$8,884.00, thus revising the contract price from \$1,941,600.00 to \$1,950,484.00, including an 100-day extension of Contract Time, thus revising the date of Final Completion from March 7, 2024 to June 14, 2024. The additional cost associated with this change order is to change the access hatches on the valve vault from H20 loading to extra heavy duty loading to accommodate the weight of CSB's high velocity truck. The additional time associated with this

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change order accounts for unforeseen delays with the fabrication and delivery of materials and equipment.

- f. Consider for approval and authorize the General Manager, or his designee, to take all actions necessary to effect the purchase of a \$5M catastrophic pollution liability insurance policy offered by Indian Harbor Insurance Company, through CSB's agent, Assured Partners Inc. of WV dba Commercial Insurance Services, for a three-year term for \$86,835.05, plus terrorism and WV surcharge fees, payable in advance, with a deductible of \$50K.
- V. Executive Session matters.
 - a. Discussion regarding Northgate Business Park and the potential acquisition of sanitary sewers.
- VI. Personnel matters.
- VII. Legal matters.
 - a. Karl Nester vs. CSB. Judge Bailey entered a Scheduling Order on July 24, 2023, which sets the Trial date for February 26, 2024.
- VIII. Other matters for information and discussion.
 - a. Discussion regarding Upshots, LLC conducting a green energy project on the campus of the CSB.
- IX. Next scheduled meeting: April 11, 2024.
- X. Adjourn.

February 1, 2024 – Copies via e-mail to Board members, advisors and staff and for posting, to the CSB IT Manager and Charleston City Clerk.