

CHARLESTON SANITARY BOARD
DECEMBER 12, 2024 BOARD MEETING – 10:30 A.M.
VIA ZOOM TELECONFERENCE

NOTICE AND AGENDA

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

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 Dec 12th, 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 Dec 12th, 2024.

- I. Approval of the October 10, 2024 Board Meeting Minutes and the October 24, 2024 Special Board Meeting Minutes (to be e-mailed by 12-10).
- II. Unaudited Financial Reports and Check Registers for the periods ended October 31, 2024 and November 30, 2024 (to be e-mailed by 12-10).
- III. Public Speakers.
- IV. New Business.
 1. Consider for approval and authorize the General Manager, or his designee, to take all actions necessary to waive the \$450.00 grease trap fee for FYE 2025. The grease trap fee, as approved in the tariff, will still be in effect for future years.
 2. Consider for approval and authorize the General Manager, or his designee, to effect the award of a purchase contract to CITCO Water, of South Charleston, WV, the lowest responsible bidder, for a 54-inch diameter eccentric, duckbill style check valve for CSB's Park Avenue combined sewer overflow outlet, in

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the amount of \$32,190.00. There was one other bid tendered by Valtronic Sales, of Ravenswood, WV, in the amount of \$39,650.00. CSB FYE25 capital budget for this item is \$36,000.

3. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Amendment No. 2 to Task Order No. 12, in the amount of \$33,800.00, under the March 1, 2021 Agreement with Burgess and Niple, Inc. for the Design and Bidding Phases for the Virginia Street Force Main Replacement Project, thus revising the design fee from \$174,700.00 to \$208,500.00. This additional cost is to complete a biological assessment of potentially affected mussels and bats within a United States Fish and Wildlife designated critical habitat.
4. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Task Order No. 4, in the amount of \$138,000.00, under the May 9, 2024 Agreement with Burgess and Niple, Inc. for the Construction Phase Services for the Greenbrier Street, MacCorkle Avenue and Lucado Road Bore and Jack Project. CSB FYE25 capital budget is \$180,000.00 for this item.
5. Consider for approval, and authorize the General Manager, or his designee, to take all actions necessary to effect Task Order No. 5, in the amount of \$70,000.00, under the May 9, 2024 Agreement with Burgess and Niple, Inc. for the Construction Phase Services for the Lovell Drive Sanitary Sewer Relocation Project. CSB FYE25 capital budget is \$70,000.00 for this item.

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6. Consider, for approval, a proposed Board Meeting schedule for 2025.
- V. Executive Session matters.
- VI. Personnel matters.
- VII. Legal matters.
 - a. Karl Nester vs. CSB. Trial date scheduled for January 13, 2025.
- VIII. Other matters for information and discussion.
 - a. Shadybrook Village sanitary sewers.
 - b. Rate case.
- IX. Next scheduled meeting: February 13, 2025.
- X. Adjourn.

December 5, 2024 – Copies via e-mail to Board members, advisors and staff and for posting, to the CSB IT Manager and Charleston City Clerk.