

**CHARLESTON SANITARY BOARD**  
**APRIL 10, 2025 BOARD MEETING – 9:00 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](mailto:info@csb-wv.com) by April 10<sup>th</sup>, 2025, at 9:00 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 9:00 AM on Apr 10<sup>th</sup>, 2025.

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- I. Approval of the February 13, 2025 Board Meeting Minutes (to be e-mailed by 4-8).
  - II. Unaudited Financial Reports and Check Registers for the periods ended February 28 and March 31, 2025 (to be e-mailed by 4-8).
  - III. Public Speakers.
  - IV. New Business.
    1. Consider for approval, the FYE 2026 Budget (to be e-mailed by 4-8).
    2. Consider for approval and authorize the General Manager, or his designee, to execute such documents as necessary, to recover from the West Virginia State Treasurer's Office, funds escheated to the State by CSB debtors.
    3. Consider, for approval, the Petition to the Charleston City Council to enact an ordinance approving the Charleston Sanitary Board's plan for the design, acquisition and construction of the Magazine Branch Sanitary Sewer

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Improvements Project, and authorize the CSB General Manager to take all actions necessary to support its adoption and implementation.

4. Consider, for approval, the Petition to the Charleston City Council to enact an ordinance to authorize the issuance of not to exceed \$30,000,000.00 in aggregate principal amount of Sewerage System Revenue Bonds, in one or more series, for the Charleston Sanitary Board to expend to finance in part the cost of the design, acquisition and construction of the Magazine Branch Sanitary Sewer Improvements Project, and authorize the CSB General Manager to take all actions necessary to support its adoption and implementation.
5. Consider for approval, and authorize the CSB General Manager, or his designee, to take all actions necessary to effect Change Order No. 2, the final adjusting change order, to Insight Pipe Contracting, LLC for the FYE25 Pipe Lining Contract, in the amount of \$76,304.50, thus revising the contract price from \$324,624.00 to \$400,928.50. The additional cost associated with this change order is for pipe lining on three additional sections of sanitary sewer main. CSB FYE25 Capital Budget for this item is \$400,000.00.
6. Consider for approval, and authorize the CSB General Manager, or his designee, to effect the award of a construction contract to EPM, LLC of Mineral Wells, WV, the lowest responsible bidder, for the Asphalt Sealing and Striping Contract, in the amount of \$38,000.00, plus \$4,000.00 contingency for use at CSB managerial discretion, for a total of \$42,000.00. There were four other bidders: Elevate Asphalt Services, LLC of Princeton, WV, with a bid of \$39,610.00;

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Paving Solutions of Huntington, WV, with a bid of \$40,375.00; The Striping Company, LLC of Poca, WV, with a bid of \$71,100.00; and Cummings Seal Coating and Striping of Sissonville, WV, with a bid of \$73,473.50. CSB FYE25 capital budget remaining for this item is approximately \$63,000.00.

7. Consider for approval, and authorize the CSB General Manager, or his designee, to effect the award of a construction contract to Tribute Contract and Consultants, Inc. of South Point, OH, the lowest responsible bidder, for the Lovell Drive Sanitary Sewer Improvements Project, in the amount of \$983,778.00, plus \$49,000.00 in contingency for use at CSB managerial discretion, for a total of \$1,032,778.00. There was one other bidder, C.J. Hughes Construction Company of Huntington, WV, with a bid of \$1,175,689.00. CSB FYE25 Capital Budget for this item is \$600,000.00.

- V. Executive Session matters.
- VI. Personnel matters.
- VII. Legal matters.
  - a) Karl Nester vs. CSB.
- VIII. Other matters for information and discussion.
  - a) Shadybrook Village sanitary sewers.
  - b) Rate case.
- IX. Next scheduled meeting: June 12, 2025.
- X. Adjourn.

April 3, 2025– Copies via e-mail to Board members, advisors and staff and for posting, to the CSB IT Manager and Charleston City Clerk.