

**CHARLESTON SANITARY BOARD**  
**AUGUST 14, 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 Aug 14th, 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 Aug 14th, 2025.

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- I. Approval of the June 12, 2025 Board Meeting Minutes and the July 17, 2025 Special Board Meeting Minutes (to be e-mailed by 8-12).
  - II. Unaudited Financial Reports and Check Registers for the periods ended June 30 and July 31, 2025 (to be e-mailed by 8-12).
  - III. Public Speakers.
  - IV. New Business.
    1. Consider, for approval, and authorize the General Manager to take all actions necessary to effect the \$176,229.19 uncollectible accounts “write off” for the period January 1, 2024, through June 30, 2024 (\$187,793.66 for the same period in 2023).
    2. Consider for approval, and authorize the General Manager, or his designee, to effect the award of a purchase contract to Bay Power Solutions of Chesapeake, Virginia, the lowest responsible bidder, in the amount of \$169,360.00, for a 275-kilowatt portable diesel generator. There were three other bidders: Cummins Sales and Service dba Cummins Inc., of Cross Lanes,

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West Virginia, in the amount of \$183,750.00; ECB Solutions LLC, of Oxford, Mississippi, in the amount of \$188,500.00; and Critical Power Management Inc., of Elkview, West Virginia, in the amount of \$190,275.83. CSB FYE26 capital budget for this item is \$180,000.00.

3. Consider for approval, and authorize the CSB General Manager, or his designee, to effect the award of a construction contract to Insight Pipe Contracting, LLC of Harmony, PA, the lowest responsible bidder, for the Annual Pipe Lining Contract, in the amount of \$289,372.00, plus \$160,628.00 of contingency (to be utilized at CSB managerial discretion, for subsequent lining needs that are identified), for a total cost of \$450,000.00. There was one other bidder: Snyder Environmental Services, Inc. of Kearneysville, West Virginia, with a bid of \$339,497.50. CSB FYE25 capital budget for this item is \$450,000.00.
  
  4. Consider for approval and authorize the General Manager, or his designee, to effect the award of a construction contract for the Biennial Construction and Maintenance Contract, to the lowest responsible bidder, Garcie R. Marker and Sons, Inc., of South Charleston, WV, with the total hourly rate, if all equipment and labor are required, of \$936.00. The total hourly rate is the same hourly rate as Marker's previous award for the same project in 2023. There were two other bidders: Orders Construction Company, Inc. of St. Albans, WV, with a total hourly rate of \$1,766.75 and Virco Contracting, Inc. of Charleston, WV, with a total hourly rate of \$1,811.00.
- V. Executive Session matters.
  - VI. Personnel matters.
  - VII. Legal matters.
    - a) Karl Nester vs. CSB.
  - VIII. Other matters for information and discussion.

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a) Rate case.

IX. Next scheduled meeting: October 9, 2025. A special Board Meeting in September (tentatively the 18<sup>th</sup>) will be necessary for the Board to consider for approval the Magazine Branch Sanitary Sewer Improvements Project Phase I bids. Pursuant to SRF requirements, CSB will be required to have Board Meetings on a monthly basis during the duration of this project.

X. Adjourn.

August 7, 2025– Copies via e-mail to Board members, advisors and staff and for posting, to the CSB IT Manager and Charleston City Clerk.