

SEWER BOARD MEETING
September 14, 2017
Conference Room at Town Hall

Board members present

Mayor Walter F. Halstead
Clerk Carol McCauley
Jack McLane
Steve McLane
Kevin Childers
Fred Hypes- Rep. with Dunn Engineering

Meeting called to order at 7:00

Approval of Minutes

Approve minutes from previous meeting.

Motion was made by Jack McLane to approve the minutes from the previous meeting; it was seconded by Kevin Childers. Carried 3-0

Payment of Accounts

Motion was made by Kevin Childers to pay all accounts listed on the Liability Forecast; it was seconded by Steve McLane. Carried 3-0

Also for consideration:

Postmaster, postage for the mailing of the sewer bills in October

Brickstreet, monthly premium for October

Frontier phone bill for the month of October

AEP bill for the month of October

WVAW (usage data & service to 1315 Roosevelt Blvd) for the month of October

Putnam PSD Operations & Maintenance of Sewer Plant October/November

Motion was made by Jack McLane to pay all considerations; it was seconded by Steve McLane. Carried 3-0

Report from Members of the Board

N/A

Action Upon Reimbursement Of Overpayment On Closed Account Or Overcharged On Active Account

N/A

Action Upon Adjustment Request

Matthew Owens is asking for an adjustment on his sewer bill from the past 3 billings, due to a water leak. Amount of bills in question are \$53.60, \$84.12, and \$123.74. Average sewer bill is \$15.32. He has attempted to fix all leaks and WVAW has given him an adjustment on his water bill. Amount of adjustment would be \$206.82. Motion to give the adjustment was made by Jack McLane; it was seconded by Kevin Childers. Carried 3-0

Adjustments Made Due To Misreads by WVAW

N/A

Action Upon Security Deposit Refunds Security deposit refunds due on closed accounts and or accounts that has been open for at least 1yr and had 12 consecutive on-time payments.

Motion to give the security deposit refunds was made by Kevin Childers; it was seconded by Jack McLane. Carried 3-0

Enactment of Ordinances

N/A

Miscellaneous and Unfinished Business

Agree to approve and pay \$65 to \$150 per hour up to but not to exceed \$2,400 to Lowe & Associates, PLLC once the PSC report has been completed. Motion was made by Jack McLane to approve Lowe & Associates, PLLC to do the PSC report. And to pay up to but not to exceed \$2,400 when report has been completed and submitted to PSC; it was seconded by Steve McLane. Carried 3-0

Fred Hypes w/ Dunn Engineers submitted a proposal to work on the plans to add/update sewer lines on the streets that would connect to the new sewer line that was just updated from sewer plant up to Maple St.

New roofs on buildings at sewer plant. Estimates were submitted by the following: Harris Brothers Roofing and Mechanical Contractors, Design Roofing LLC, and Tri-State Roofing & Sheet Metal Company. Motion was made by Jack McLane to hire Harris Brothers Roofing and Mechanical Contractors; it was seconded by Kevin Childers. Carried 3-0

Meeting adjourned at 8:03

Minutes accepted as read by:

Minutes submitted by:

Walter F. Halstead
Mayor

Carol N. McCauley
Utility Clerk

Eleanor Storm Water Board
September 14, 2017
Conference Room at Town Hall

Board members present

Mayor Walter F. Halstead
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Jack McLane
Steve McLane
Kevin Childers
Fred Hypes - Rep. with Dunn Engineering

Meeting called to order at 8:03

Approval of Minutes

Approve minutes from previous meeting.

Motion was made by Kevin Childers to approve the minutes from the previous meeting; it was seconded by Jack McLane. Carried 3-0

Payment of Accounts

Motion was made by Kevin Childers to pay all bills on liability forecast; it was seconded by Steve McLane. Carried 3-0

Also for consideration:

City National Bank, \$2727.45 October loan payment, storm water projects

Motion was made by Steve McLane to make the October loan payment; it was seconded by Kevin Childers. Carried 3-0

Report from Members of the Board

N/A

Miscellaneous and Unfinished Business

Update on Storm Water Loan

As of 8-28-17 the balance on the Storm Water Loan is \$35,603.78. This is a fixed 3.8750% loan that was taken out on 9-27-2011 it will mature on 9-20-2018.

Fred Hypes w/ Dunn Engineers as if the board would approve to hire Steptoe & Johnson to work on the MS4 Storm Drain Permit, (Exemption) for \$3000.00. Motion was made by Kevin to hire Steptoe & Johnson to work on the MS4 Exemption; it was seconded by Jack McLane. Carried 3-0

Meeting adjourned at 8:15

Minutes accepted as read by:

Minutes submitted by:

Walter F. Halstead
Mayor

Carol N. McCauley
Utility Clerk