

**Clarksburg Sanitary Board**  
**Regular Meeting**  
**March 11, 2025**

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, March 11, 2025, at 3:30 P.M. at the Clarksburg Municipal Building, 2<sup>nd</sup> Floor, City Council Chambers, 222 West Main Street, Clarksburg, West Virginia, with Tiffany Fell, Chairman.

**MEMBERS PRESENT:**

Tiffany Fell, Chairman  
Frank Ferrari, Board Member

**ALSO PRESENT:**

Tim Stranko, Sanitary Board Attorney  
Drew Eddy, Superintendent – WWTP  
Anthony Urgo, The Thrasher Group  
Dan Ferrell, The Thrasher Group  
Jason Lane, City Engineer  
Kelly Cross, Recording Secretary  
Will Hyman, City Council Representative  
Kim Karakiozis, Finance Director  
James DeMaria, Public Works  
Larry Yoders, Public Works

**ABSENT:**

With roll call taken upon arrival, Tiffany Fell, Chairman, called the meeting to order.

**MOTION to APPROVE FEBRUARY 11, 2025, MINUTES** from the Regular Meeting was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED.**

**SANITARY BOARD/MS4: PETITIONS, COMMUNICATIONS AND PUBLIC HEARINGS:**

**DISCUSSIONS/UPDATES:**

**LTCP PHASE V-A (T20-11065)**

- The second construction progress meeting for the project will be held this Thursday (March 13<sup>th</sup>) at Thrasher's office. The field office to be supplied by Water Contract #1 has not yet been delivered.
- Construction on the sanitary and storm sewers is expected to begin next Monday (March 17<sup>th</sup>).
- Pay Application #1 from the Contractor will be presented today.
  - Pay Application #1 is for mobilization and stored materials and totals **\$293,718.50.**

### **LTCP Phase V-B (T20-11082)**

- Anthony visited the site with the CAD designer on the project on February 24<sup>th</sup>. Plans are currently around 40% complete. We will review plans with Drew at 60% completion in April.

### **ARLINGTON SEWER EXTENSION (020-10146)**

- Contract 1 – USACE Funded / Arlington
  - Comments have been received and are being addressed. Resubmission to USACE is slated for April 15<sup>th</sup> per their schedule.
- Contract 2 – WVDEP Funded / Gore & Edgewood
  - Plans are still being developed for the new lift station and forcemain. Awaiting information from WVIJDC on the Rt. 19 Sewer Issue before finalizing forcemain alignment.

### **GORE SEWER EXTENSION (T20-11234)**

- Thrasher needs planning agreement in place to begin report.

### **RT. 19 SEWER ISSUE (020-10146)**

- Back to IJDC next week for final review.

### **FERRY STREET**

- Issues on Ferry Street were discovered during the design phase of the LTCP Phase V-A project, but the extent of the issues was too great to include in the project.
- Estimated \$1,800,000 project cost.
- Anthony to provide map with cost estimate to CSB for April meeting.

### **GIS SYSTEM MAPPING INFORMATION AND FEES**

- Asked during meeting with Drew and Larry to provide costs for Thrasher to put together a new GIS sewer system map.
- The cost would be approximately **\$30,000 IF** the county can provide us with their database.
- Pricing includes 1-year of ESRI license.
- Anthony to provide formal quote to Drew and Jason.

### **SUMMIT PARK PSD**

**Tim Stranko, Sanitary Board Attorney:** Mr. Stranko stated that in regard to Summit Park we have some problems understanding their reporting numbers. The way it works now is they tell us how much water goes into the sewer and that is what they are billed for. We are going to switch it around and if the Water Board says that the PSD used a certain amount of water that is what we are going to bill for, not what the PSD reported to us.

Motion By: **Chairman Fell**

Seconded By: **Board Member Ferrari**

**To adjourn into executive session pursuant to Chapter 6, Article 9A, Section 4 of the West Virginia Code to discuss Summit Park PSD and that the following persons be present: Chairman, Board Members, City Attorney and Recording Secretary. Motion Approved Unanimously.**

**Concluding executive session,**

Motion By: **Chairman Fell**

Seconded By: **Board Member Ferrari**

**To reconvene into regular session. Motion Approved Unanimously.**

**ITEMS FOR CONSIDERATION:**

**CONSIDERATION TO APPROVE THE PURCHASE OF A MOBILE PATHFINDER INSPECTION CAMERA AND TRAILER IN THE AMOUNT OF \$158,271.00 FROM ARIES INDUSTRIES INC THROUGH SOURCEWELL**

**MOTION to APPROVE** was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE AND REVIEW ALTERNATE EXTENSION AGREEMENT FOR THE WOLF SUMMIT PROJECT**

Mr. Stranko stated that refunds don't work on this project and that is the reason for the alternate extension agreement which requires them to build the lines to our specifications and at the end of the project once we approve the lines it will be ours to maintain. There are two sections from Ohio Avenue to the power plant. The power plant will build that part, and we will inspect it to make sure it meets our standards. The Sanitary Board will build from East Ohio Avenue across the railroad tracks and through Minard's parking lot. The power plant will pay for it, and we will get the necessary permits.

**MOTION to APPROVE** was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE PAY APPLICATION #1 FOR LTCP PHASE V-A**

**MOTION to APPROVE PAY APPLICATION #1 FOR LTCP PHASE V-A IN THE AMOUNT OF \$293,718.50 to INDEPENDENT ENTERPRISES, INC.** was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE THE CREATION OF 3 NEW POSITIONS FOR THE SANITARY BOARD**

Motion By: **Chairman Fell**

Seconded By: **Board Member Ferrari**

**To adjourn into executive session pursuant to Chapter 6, Article 9A, Section 4 of the West Virginia Code to discuss the creation of 3 new positions for the Sanitary Board and that the following persons be present: Chairman, Board Members, City Attorney and Recording Secretary. Motion Approved Unanimously.**

**Concluding executive session,**

Motion By: **Chairman Fell**

Seconded By: **Board Member Ferrari**

**To reconvene into regular session. Motion Approved Unanimously.**

The attendees discussed the creation of 3 new positions for the Sanitary Board:

- A. Sanitary Board Director – Drew Eddy
- B. Lead Foreman – Larry Yoders
- C. Foreman in Training – TBD

**MOTION to APPROVE THE CREATION OF 3 NEW POSITIONS FOR THE SANITARY BOARD** was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED.**

**REPORTS:**

**Tiffany Fell, Chairman:** No report.

**Mr. Ferrari, Board Member:** No report.

**Kim Karakiozis, Treasurer:** Ms. Karakiozis stated that we have completed 66.67% of the budget year as of February 28, 2025. Total Revenues are \$4,445,361.69 (61.91%). Total Expenditures are \$4,584,569.52 (63.85%) but that includes a \$500,000 contribution to the R&R in July 2024 – expenditures are only at (56.88%) without counting that contribution (transfer).

- The balance of the Revenue account as of 02/28/2025 was \$762,410.49.
- The balance of the R&R account as of 02/28/2025 was \$727,737.15.

**Drew Eddy, Supt. W.W.T.P:** The Discharge Monitoring Report (DMR) will be submitted for the month of February 2025 with no violations to report. The process treated approximately 321 million gallons of wastewater. We received an additional 849,505 gallons of septage and generated \$30,629.15 of revenue from all sources. A new hot water tank was installed for the Operations Building. 2 Backflow Preventers in the plant have failed. They are on order and will be replaced when we receive them. Working on installing the new sump Controller and 2 new

Sump Pumps in the Solids Building Basement. CSO Inspector will begin walking the Elk Creek and West Fork this week. He will be checking all CSOs and lateral piping as he goes. Fresh coat of orange paint will be sprayed on the CSOs. NPDES Renewal is in the 2<sup>nd</sup> round of review. After the review is completed, it will be published in the newspaper before we are able to get our draft of permit to look over.

**Larry Yoders, Public Works:** No report.

**Tim Stranko, Sanitary Board Attorney:** Mr. Stranko stated that in regard to Summit Park we have some problems understanding their reporting numbers. The way it works now is they tell us how much water goes into the sewer and that is what they are billed for. We are going to switch it around and if the Water Board says that the PSD used a certain amount of water that is what we are going to bill for, not what the PSD reported to us.

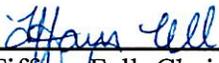
**Dan Ferrell, The Thrasher Group:** No report.

**Anthony Urgo, The Thrasher Group:** Nothing further.

**Jason Lane, City Engineer:** No report.

**Will Hyman, Councilman:** No report.

There being no further business to come before the Board, **MOTION** by Frank Ferrari, **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED** for adjournment of the meeting.

  
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Tiffany Fell, Chairman

  
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Frank Ferrari, Board Member

 4-8-25  
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Approved