

**Clarksburg Sanitary Board**  
**Regular Meeting**  
**July 8, 2025**

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, July 8, 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  
Joshua Childers, Board Member

**ALSO PRESENT:**

Tim Stranko, Sanitary Board Attorney  
Drew Eddy, Superintendent – WWTP  
Kim Karakiozis, Finance Director  
Anthony Urgo, The Thrasher Group  
Jason Lane, Project Director  
Kelly Cross, Recording Secretary  
Will Hyman, City Council Representative  
Larry Yoders, Superintendent Sewer Dept.

**ABSENT:**

Dan Ferrell, The Thrasher Group

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

**MOTION to APPROVE JULY 8, 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 sixth construction progress meeting for the project will be held this Thursday (July 10<sup>th</sup>) at the project field office.
- Contractor's crew installing the sanitary and storm mains has reached the "Y" intersection of Pike & Main Streets.
- Contractor will have an additional sewer crew installing and tying in drop inlets after the gas company moves their gas line. The gas company will begin moving their gas line next Monday (July 14<sup>th</sup>).
- Pay Application #5 from the Contractor will be presented today.

- Pay Application #5 includes sanitary and storm sewer work between McDonald's and the "Y" intersection.
- Pay App #5 totals \$350,318.70.

**LTCP PHASE V-B (T20-11082)**

- Anthony to schedule plan review with Drew for later this month.

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

- Returning questions to IJDC to be included on the technical review agenda.

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

- Contract 1 – USACE Funded / Arlington
  - Anticipating additional Army Corps review comments before the end of this month.
  - Anthony forgot to include ROW Agent agenda, but the agent who assisted on the LTCP Phase V-A project has provided rates for acquiring easements in Arlington.
- Contract 2 – WVDEP Funded / Gore & Edgewood
  - Will be finalized after IJDC decision on Rt. 19 Sewer Issue project.

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

- We plan to submit in August.

**ITEMS FOR CONSIDERATION:**

**CONSIDERATION TO APPROVE CONTRACTOR PAY APPLICATION #5 FOR LTCP PHASE V-A**

**MOTION to APPROVE Contractor Pay Application #5 for LTCP Phase V-A in the amount of \$350,381.70 was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED**.**

**CONSIDERATION TO APPROVE THRASHER INVOICE FOR LTCP PHASE V-A**

**MOTION to APPROVE THRASHER INVOICE FOR LTCP PHASE V-A in the amount of \$27,854.25 was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED**.**

**CONSIDERATION TO APPROVE RESOLUTION OF JOB TITLES AND BASE PAY SCHEDULES FOR THE SANITARY BOARD EMPLOYEES FOR FY 2025-2026**

**MOTION to RESCIND THE PREVIOUS RESOLUTION OF JOB TITLES AND BASE PAY SCHEDULES and APPROVE THIS RESOLUTION OF JOB TITLES AND BASE PAY SCHEDULE FOR FY 2025-2026** was made by Frank Ferrari and **SECONDED** by Tiffany Fell and **UNANIMOUSLY APPROVED**.

**REPORTS:**

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

**Mr. Ferrari, Board Member:** What is the timeframe for the project to be completed by? Anthony stated that the contractor was 20% complete. The deadline to be completed is October 31<sup>st</sup>. The paving will not be completed until Spring.

**Kim Karakiozis, Treasurer:** No report.

**Drew Eddy, Supt. W.W.T.P:** The Discharge Monitoring Report (DMR) will be submitted for the Month of June 2025 with no violations to report. The process treated approximately 352 million gallons of wastewater. We received an additional 199,050 gallons of septage and generated \$94,272.92 of revenue from all sources.

- Annual Tank Inspections have begun. The Operators are currently draining and inspecting the Aeration Basins.
- We have hired a new Operator in Training. Johnathan Smith is expected to begin at the plant on July 16<sup>th</sup>.
- Advertisements for Chemical bids will go out on July 10<sup>th</sup> and July 24<sup>th</sup>. Bid opening will take place Friday, August 1<sup>st</sup> at 1:30pm. We will award the bid at the August Sanitary Board Meeting.
- The WVDEP was here in June for their 2-year inspection of the plant. The inspection went well.

**Sewer Update**

- Responded to 20 Sewer Calls.
- Marked Numerous Miss Utilities Calls.
- Repaired Multiple Sinkholes throughout the City.
- Repaired Landscape in multiple places.
- Repaired Main line at Oak and Main Street.
- Repaired Main line at 404 Hart Street.
- Cleaned out ditch line and concrete at Virginia Ave.
- Repaired Main line at S. Park & Main Street.
- Repaired Storm line on Winding Way.
- Repaired Storm line at 168 Magnolia Ave.
- Repaired Main line at Joyce & Pike Street.
- Replaced Multiple Catch Basins.

**Current Sanitary Board Work in Progress/Scheduled**

- Repairing line on Hoffman Ave.

- Snyder Environmental should be here this week or next to line a Sewer line and Storm line on Magnolia Ave.
- We will be looking to hire a new Sewer Laborer in the coming weeks.
- Will be placing the order at Mid-State Chevrolet this week or next for two new Crew Trucks.
- Placing the order for the Huber Bar Screen Repair at the Plant. 4-6weeks delivery time on parts.
- Public Hearing is being held at Summit Park Fire Department on July 14<sup>th</sup>, at 6:00pm for the Asset purchase agreements of the Summit Park PSD.
- Working with Thrasher and Wolf Summit on the design on the new sewer line for Power Plant.
- LTCP Phase V-B is still in design. Went over some blueprints with Anthony.
- Steptoe and Johnson have submitted our appeal to the DEP. Still waiting to hear back from the appeal.
- Fluoride Testing of the West Fork River is still taking place twice a month.
- Met with Waldo Investor and explained where the Sewer Laterals ran. Thrasher is working on a more detailed plan for the Sewer Laterals to give to Investor. The Waldo will need a new Sewer Line and Storm water line.

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

**Tim Stranko, Sanitary Board Attorney:** Mr. Stranko welcomed Joshua Childers to the Sanitary Board. Mr. Stranko brought Mr. Childers up to speed with the projects going on.

We had a very productive meeting regarding the Summit Park acquisition. After the meeting we found out that the meeting had not been properly advertised so we need to have a do over which will be on the 14<sup>th</sup>. Summit Park has retained counsel, and he made a few constructive points and now we have a better agreement in place. One important change was I could not figure out how to continue to have indemnity from them after they have dissolved or after they have no cash flow. We need to get their insurance policy transferred to us.

We have provided documents to Wolfe Summit which they continue to review. The eminent domain case continues to languish. The company is in California; their attorney is in Charleston and Judge pushed the case down on his calendar. We have the right to use the property by right of entry and we will continue to do that.

**Dan Ferrell, The Thrasher Group:** Absent.

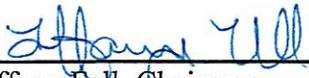
**Anthony Urgo, The Thrasher Group:** Nothing further.

**Jason Lane, Project Director:** No report.

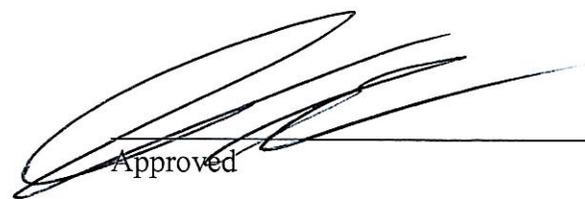
**Will Hyman, Councilman:** Mr. Hyman welcomed Josh Childers to the board. Mr. Hyman inquired as to main street for the festival. Ms. Fell stated that the contractors will be out of there and the metal plates will be removed, and a 2-inch lift of black top will be put down. Jason Lane

stated that they are having at least one, sometimes two meetings a week with the contractors to make sure the project stays on track.

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

  
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Approved