

**Clarksburg Sanitary Board**  
**Regular Meeting**  
**October 21, 2025**

The Regular meeting of the Clarksburg Sanitary Board was held on Tuesday, October 21, 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  
Joshua Childers, Board Member  
Frank Ferrari, Board Member

**ALSO PRESENT:**

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

**ABSENT:**

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

**MOTION to APPROVE OCTOBER 21, 2025, MINUTES** from the Regular Meeting was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED.**

**SANITARY BOARD/MS4: PETITIONS, COMMUNICATIONS AND PUBLIC HEARINGS:** None.

**DISCUSSIONS/UPDATES:**

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

- Contractor is to the BOE building on Main Street with Sanitary Sewer and just has Chestnut Street left to finish. The storm sewer still needs installed from Chestnut/Main intersection to BOE and to Washington on Chestnut.
- Gas company will have their line between Wendy's and Hartland Planing Mill killed by the end of this week so we can begin installing drop inlets / catch basins.
- Pay Application #8 from the Contractor will be presented today.
  - Pay Application #8 includes sanitary and storm sewer work through the Chestnut Street intersection on Main Street, and sanitary sewer to the BOE building on Main Street.

- Pay App #8 totals **\$574,296.30.**

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

- Anthony and Drew reviewed the latest set of drawings and Thrasher CAD staff is addressing comments.
- Thrasher structural engineer visited the site last week and we have a path forward on the sludge truck garage and modifications to the sludge dewatering building.

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

- Project is currently on hold until we receive a commitment of funds from WVIJDC.

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

- Contract 1 – USACE Funded / Arlington Gravity Sewer
  - ROW agent is working to collect ROWs.
  - We have had to do some re-designing of the project to comply with USACE funds.
- Contract 2 – WVDEP Funded / Arlington LS and Rails-to-Trails Forcemain
  - We are working to finalize design.

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

- Working on formal WVIJDC submission.

**ITEMS FOR CONSIDERATION:**

**CONSIDERATION TO APPROVE LTCP PHASE V-B REVISED AGREEMENT**

**MOTION to APPROVE LTCP Phase V-B Revised Agreement** was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED.**

**CONSIDERATION TO APPROVE CONTRACTOR PAY APPLICATION #8 FOR LTCP PHASE V-A**

**MOTION to APPROVE Contractor Pay Application #8 for LTCP Phase V-A** in the amount of \$574,296.30 was made by Frank Ferrari and **SECONDED** by Joshua Childers 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 \$57,864.25 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED.**

**CONSIDERATION TO APPROVE THRASHER INVOICE FOR ARLINGTON SEWER EXTENSION**

**MOTION to APPROVE THRASHER INVOICE FOR ARLINGTON SEWER EXTENSION** in the amount of \$24,000.00 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE THRASHER INVOICE FOR WOLF SUMMIT SEWER EXTENSION**

**MOTION to APPROVE THRASHER INVOICE FOR WOLF SUMMIT SEWER EXTENSION** in the amount of \$58,000.00 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE LTCP CHANGE ORDER #2**

**MOTION to APPROVE LTCP CHANGE ORDER #2** to Independent Contractors in the amount of \$45,646.18 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE LTCP CHANGE ORDER FOR WOLF SUMMIT SEWER EXTENSION**

**MOTION to APPROVE LTCP CHANGE ORDER FOR WOLF SUMMIT SEWER EXTENSION** was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE AGREEMENT FOR TASK ORDER #3 – FERRY STREET SEWER IMPROVEMENTS**

**MOTION to APPROVE AGREEMENT FOR TASK ORDER #3 – FERRY STREET SEWER IMPROVEMENTS** in the amount of \$26,000.00 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE THRASHER INVOICE FOR MSA & TASK ORDER FOR GIS DATABASE UPDATE**

**MOTION to APPROVE THRASHER INVOICE FOR MSA & TASK ORDER FOR GIS DATABASE UPDATE** in the amount of \$14,848.75 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

**CONSIDERATION TO APPROVE THRASHER INVOICE FOR MSA & TASK ORDER 2 FOR LINE CLEANING**

**MOTION to APPROVE THRASHER INVOICE FOR MSA & TASK ORDER 2 FOR LINE CLEANING** in the amount of \$2,724.38 was made by Frank Ferrari and **SECONDED** by Joshua Childers and **UNANIMOUSLY APPROVED**.

## **REPORTS:**

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

**Frank Ferrari, Board Member:** Mr. Ferrari inquired about the status of the CENTRA Bus garage and was informed that it was completed.

**Joshua Childers, Board Member:** No report.

**Kim Karakiozis, Treasurer:** Ms. Karakiozis stated that we have completed 25% of the budget year as of September 30, 2025. For the Revenue Fund, total revenues are \$1,794,741.93 (24.52%) and total expenditures are \$1,497,475.95 (22.54%). The current balance of the Revenue account is \$1,150,905.36. The current balance of the R&R account is \$816,340.12. Phase V-A Payment Apps #1-7 have been paid to contractor. We are awaiting reimbursement for Payment App #7 and will begin processing Payment App #8 when approved.

**Drew Eddy, Supt. W.W.T.P:** The Discharge Monitoring Report (DMR) will be submitted for the Month of August 2025 with no violations to report. The process treated approximately 186 million gallons of wastewater. We received an additional 203,375 gallons of septage and generated \$13,701.25 of revenue from all sources.

- Currently working with Huber to rebuild the #1 Barscreen this week. We have stopped Haulers from dumping this week due to this repair.
- The Screen on our Main Gate Control Panel went bad and we are expecting a new on October 28<sup>th</sup> or 29<sup>th</sup>.
- We received our 2-year Inspection Audit back from August. We received 1 NOV for a dry weather spill that happened in February 2025. We took care of the spill and paperwork needed back in February. This kind of issue was brought up in the WVMWQA meeting and is being looked into to being changed.
- Cummins has been at the plant multiple times trying to figure out what is wrong with the newer generator. The problem may have been narrowed down to wiring on our side. If it is confirmed that it is on our side will reach out to a contractor to repair the electrical lines.

## **Sewer Department Updates**

- The Small Mack Dump Truck for the Sewer Department has been delivered and in service.
- Received the two new Crew Trucks back from getting bedliner sprayed, extra box, ladder rack, and lights placed on them. We filled with tools yesterday and they are currently in service.
- Work on West Woodland Ave in Stealey and Penn Street in Broadway will take place in the coming weeks.
- Replaced Customer tap on Musgrave Street. We added a clean out to the main line and replaced the property owners sideway/driveway. The Customer called and had sewage in her line. We found the problem to be on the Customer's side due to a gray substance(Cat Litter possibly) and wipes blocking her line.
- Work on Magnolia is taking place today. We are fixing a sinkhole around our line that has formed around our Sanitary Line. Once we fix these issues then Doss Enterprises can pave that part of the road.

### **Sanitary Board Other Work**

- The repair work at the Annex Building was completed. Waiting for the Street Department to pave the area in Modoc Alley. We placed a new manhole in the Alley. Replaced the Wye and some joints of broken pipe. Flushed the one-line multiple times and pulled out a bunch of gravel that was close to the Annex Building. We also cleaned out concrete that had a big metal chain wrapped in it with a roof drain cover stuck to the top of concrete out of the line. The Annex Building sewage is flowing now. Working on the total cost of project. Tiffany and I discussed with Laura that we would be coming to County Commission for monies to help with Summit Park lift station when we took over. The money that it costs to repair Annex I will lump into the Monies we are asking for Summit Park repairs.
- The Repairs at the Bus Garage are Finished.
- Summit Park's one lift station caught fire last month. They are getting it rebuilt currently. We have a spare natural gas generator and transfer switch sitting in Logan Building we can use on that lift station. Summit Park is going ahead and upgrading the electrical service to that lift station to three phases. We would need Hope Gas to run a gas line across the street and setup a service for Generator.
- Next week we will be removing pavement at Monticello Playground for the Park board. Project should only take us a 1.5 Days to complete at most.
- Working with Mark Bonamico, Thrasher, and ESRI to setup our ArcGIS accounts. Once it is fully set up Thrasher will begin uploading out new mapping.

### **Sanitary Board Purchase Updates**

- The 20 Ton Mack Dump Truck is expected to be ready around November 7<sup>th</sup>.
- The new Aries Trailer camera is expected to be ready on Oct.30<sup>th</sup>.
- Started to receive parts for the new CSO Meter from Smartcover.

### **Legal and Other Matters**

- Steptoe and Johnson and WV DEP are still in negotiations about the Permit Language. The Court Date has been moved to November.
- Obtained Right of Ways for West Woodland Ave. and Penn Street. We are expected to work on those two jobs in the coming weeks.
- Obtained the Memorandum of Understanding and Pledge of Indemnity back from the County Commission for the work at the Annex Building.
- Attend the WVMWQA meeting in Charleston on October 16<sup>th</sup>, 2025.
- Working with Anthoney to setup line cleaning down by AutoZone and over by Vito's Pizza.
- Main Line on Taylor Street is full of Roots and needs cleaned. Looking to hire a contractor to bust out the roots.
- Met with Wolf Summit Power Plant, Summit Park PSD, and Clarksburg Waterboard about Sewer Line and Water Line cutoffs on Summit Park Ave.

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

**Tim Stranko, Sanitary Board Attorney:** No report.

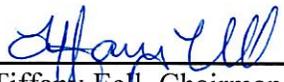
**Dan Ferrell, The Thrasher Group:** Nothing further.

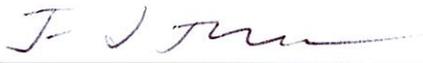
**Anthony Urgo, The Thrasher Group:** Nothing further.

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

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

There being no further business to come before the Board, **MOTION** by Tiffany Fell, **SECONDED** by Frank Ferrari 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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Joshua Childers, Board Member