**Town of Bath**

**Berkeley Springs Water Works (BSWW)**

**Water Committee**

**Minutes**

**In-Person Meeting**

**Wednesday, April 13, 2022**

The meeting was called to order at 4:30 PM

Present were BSWW Director Ron Jainniney, Chairman of the Water Committee Chris Chapman, Councilman Rose Jackson, and Business Office Manager Kandy Morris.

The Committee reviewed water leak adjustment applications and supporting documentation provided by the business office. Reviewed and approved two proposed leak adjustments. Morris discussed a third potential leak that has been identified. Jainniney agreed to investigate this potential leak. Morris discussed with the Committee how landlord agreements should be handled.

Jainniney provided an update on phase IV of the water line replacement project. The BSWW application for a SM-6 West Virginia Department of Highways Bond for $100,000 to cover work performed within the DOH right of way as part of the water line replacement work has been submitted and approved. This bond is needed just for the period of the actual work on the water line replacement project. The bond will cost BSWW $1,000 a month while the project is ongoing. The contractor has received delivery on some of the water pipe needed for the project. Currently, the big hold up is the valving, which is go delay the start of the project from May 1 to July 1. Thrasher wants to substitute the value used for the project. However, Jainniney is concerned about this given we know the valves prescribed for the project work right on BSWW’s pipes. The Committee approved the payment of a bill from Trump and Trump for legal services rendered for this project totaling $29,624.16. This payment is to come out of the BSWW Repair and Replacement Account.

Discussed the proposed project to expand water lines south along Route 522 to Tabor Road. Thrasher Engineering has completed the Preliminary Engineering Report for the project. Jainniney noted that all grant applications for funding the project have been submitted and we expect to know if they are approved by the end of August or first of September. Jainniney agreed to discuss with Thrasher three follow-up questions the Committee has regarding the PER. On the question of why BSWW transitioned from larger pumps to smaller pumps pre-2018, Jainniney reported that nobody at Thrasher knows why this transition was made. He also noted that transitioning back to larger pumps is covered under the PER estimates.

The Committee discussed the efforts to transition from ASI to Munibilling as the new billing system for the BSWW. Despite us continuing to put the brakes on this transition effort and putting it temporarily on hold, we have received our first bill from Munibilling under our contract with them for $5,179.18. The Committee approved Morris moving forward with paying the bill and discussed Morris writing a response to Munibilling regarding our concerns and dissatisfaction with how the initial setup and training have been handled.

The Committee discussed options for adjusting BSWW employees’ life insurance and accidental death and dismemberment insurance under PEIA to match what it has been providing employees under the BSWW’s Dearborn Insurance policy. The Committee approved adding and paying from BSWW funds an additional $5,000 for employees’ life insurance through PEIA so that it matches the $15,000 provided in the past through the Dearborn Insurance Company. The Committee also approved adding and paying from BSWW funds $15,000 in accidental death and dismemberment insurance through PEIA so that it matches the $15,000 provided in the past through the Dearborn Insurance. The Committee approved cancelling the Dearborn policy. Chapman will coordinate these changes with the Town Clerk.

Jainniney said there was nothing new to report on the backflow prevention initiative.

Jainniney and Morris reported that the adjusted water loss for the month is improved this month.

The Committee discussed personnel concerns and options for addressing concerns.

Jainniney reported that there are some big-ticket items in the plant that are going to need repair and/or replacement. The valve on the ridge tank has been replaced by Citco at a cost of $19,000. Other items needing repaired and/or replaced include the turbidity meters. The telemetry in the distribution system is going bad. Instrumentation is going bad. Communication with the water tank on Fairview Drive is having to be handled manually. Citco has provided an estimate of $11,000 to replace the communication system. The Committee approved moving forward with these repairs using funds from the R&R account.

The meeting was adjourned.