**Town of Bath**

**Berkeley Springs Water Works (BSWW)**

**Water Committee**

**Minutes**

**In-Person Meeting**

**Tuesday, October 11, 2022**

The meeting was called to order at 4:30 PM

Present were BSWW Director Ron Jainniney, Chairman of the Water Committee Chris Chapman, and Councilwoman Rose Jackson.

Steve Buchanan and Mickey of Thrasher, Chad Schaffer of Pro Contracting, and Jennifer Wishmyer of Region IX participated in progress meeting number two for phase IV of the water line replacement project. As of October 11th, 28.30 percent of the work has been completed. A payout for the contractor of $173,224.69 is ready once the Mayor signs off on it and sends it to Region IX for Jennifer Wishmyer to coordinate. Final completion of work for the project is on track for February 27. To date, we continue to stand at approximately 75 percent of materials being delivered to the project site. Meter lids continue not to be scheduled to be delivered until February. Thrasher has not been able to identify an alternative for getting the meter lids sooner. The Warm Springs Public Service District has been doing a better job properly marking the sewer lines in a timely proactive manner. For the few people in the work area still on well water, Thrasher put a letter on their doors letting them know that if they want to tap into the public water lines, then they should go to the BSWW office and signup. A couple of property owners have inquired but none have paid a tap fee to date. Pro Contracting acknowledged that they will perform the bacteria tests on the new lines. Buchanan presented Change Order No. 1, to change the initial backfill over the installed piping from excavated material to AASHTO #10 stone to an elevation of six inches above the top of pipe.

Discussed the proposed project to expand water lines south along Route 522 to Tabor Road. The County Commission has received notice from the State that the Federal Economic Development Agency at the Department of Commerce has approved fully funding the extension of water and sewer lines. The Federal EDA grant does not include funding for exploration of a secondary water source for the BSWW. Jackson asked about this at a recent legislative breakfast and was informed that funding is available and that this would be a priority project. It was noted that there is a potential secondary water source on Rockford Road.

Reviewed three water leak adjustment requests. Two of the requests were granted. One request requires additional follow-up.

The Committee discussed the efforts to transition from ASI to Munibilling as the new billing system for the BSWW. Concerns remain with being able to fully make this transition at this time. Business office manager Kandy Morris has been discussing our concerns with a Munibilling representative. Morris is currently waiting for more information promised by Munibilling.

Jainniney reported that the adjusted water loss for the month of September was zero.

Jainniney reported on BSWW equipment upgrades. The telemetry in the distribution system is going bad due to instrumentation going bad. Instrulogic has ordered the telemetry equipment necessary to complete the Fairview water tank upgrades and is currently waiting for receipt of the needed supplies. The upgrades should be ready to be completed by the end of November.

Jainniney reported that he is working on obtaining a second estimate for painting of the Fairview water tank.

Jainniney reported that the plant currently is experiencing a problem with hydro-chlorite being sucked out of the tank. They are going to install a check valve into the incoming raw water line to help address this issue.

Chapman discussed written questions received from the Town Planning Commission regarding water issues to which Jainniney provided written responses. The Planning Commission has follow-up questions from those responses and has indicated that they would like to meet with representatives from the water department. The Planning Commission’s next meeting likely will be on Thursday, November 3, at 5:00 PM. Jainniney and Chapman indicated that they both are currently available to meet at that time.

Chapman discussed the request from the Town Train Depot Committee about the possibility of running water and sewer lines behind the train depot for future restroom facilities and other uses for water and sewer on the site. Jainniney reported that the Train Depot Committee would need to figure out where they want the restrooms and other features requiring water. BSWW, Warm Springs Public Service District, and Depot Committee representatives will be meeting at the depot lot on Wednesday, October 12, at noon to figure out exactly what the Depot Committee is wanting to do and from there figure out how much supplies and labor and supplies would be needed for the project so that an estimate can be provided for how much it would cost to complete the needed work.

Chapman discussed the notice that went out to BSWW customers notifying them of the failure of BSWW to complete corrective actions specified by the Health Department for two significant deficiencies. For deficiency #1 regarding treatment plant operator coverage, a request for a waiver has been submitted to the Director of the State Health Department to address this deficiency given the technological controls that BSWW has in place for continuous monitoring of the water plant. Deficiency #2 is that BSWW has no cross-connection program. BSWW will continue work to fully implement this program.

Jainniney discussed BSWW personnel issues. Chapman shared with the Committee a draft ad for an Assistant Director to give them six months to train under Jainniney before stepping into the Director’s position. Chapman will send a copy of the draft ad to Committee members for them to review and comment on for discussion at the November Committee meeting.

The meeting was adjourned.