**Town of Bath**

**Berkeley Springs Water Works (BSWW)**

**Water Committee**

**Minutes**

**In-Person Meeting**

**Monday, February 6, 2023**

The meeting was called to order at 4:30 PM

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

Chase Riley and Scott Pacifico of Thrasher; Chad Schaffer of Pro Contracting; and Jennifer Wishmyer of Region IX participated in progress meeting number six for phase IV of the water line replacement project. As of January 31, 67 percent of the work has been completed. There is less than a month left in the project. It’s looking more and more like the project will need to go in March for full completion. Water meters and service lines continue to be installed. Cutting caps will continue through the work period. Thrasher noted that there are five residences on Johnsons Mill Road with both meters and wells. As of today, none of those property owners have applied to transition to public water. Discussed the Grand Hollow Trail line off of Merrywoods Drive. Thrasher provided three options with estimates to add Grand Hollow Trail too the replacement project. Jainniney stated that he prefers option number one, which costs $30,000 above and beyond the amount of contingency funds available from the project budget. Mayor Merki requested that Thrasher Engineer consider covering at least part of this amount since they left this additional work off the plans despite BSWW’s explicit request and understanding that it would be included. Riley will discuss this request with Randy Watson. Morris discussed the process for paying invoices for the project going forward. Jainniney raised questions about charges in invoices for the project from Thrasher. Riley agreed to look into the issues raised. BSWW has received renewal for bond for this project due April 1. Discussed payment of the renewal since the project definitely will at least be going into March.

Discussed the project to expand water and sewer lines south along Route 522 to Tabor Road. Thrasher has nothing new to report on this project. Wishmyer reported that they are waiting on the State Economic Development Authority to assign a project manager for the project so that Region IX can hold its initial project meeting.

Morris reported that there are three water leak adjustment requests to address at this time. After review by Chapman and Jainniney all three were approved.

Morris provided the Committee with an adjusted water loss report for the month of January. The January report reflected an increase from the December report.

Chapman reported that he and Town Clerk Sharron Corrick are still working with the Town’s attorney to address the Munibilling issue. Morris reported working with Corrick on implementation of preauthorized payment deductions. A letter is being drafted that will go out to customers regarding the new payment deduction option.

Jainniney reported that Instrulogic called two weeks ago to inform him that the needed supplies for the water tank communications equipment upgrades are in and that the techs will be in contact with him to schedule installation. Jainniney has not heard anything further from them since then.

The Committee discussed getting the Fairview tank painted. Jainniney has received one estimate and would like to obtain a second before proceeding with hiring a contractor.

Jainniney is going to contact Scott Crunkelton at the Warm Springs Public Service District to follow-up with him regarding the cost of BSWW dumping backwash water through the sewer system rather than dumping that water in Warm Springs Run.

Jainniney reported that Jason Powell has started work for the BSWW as an Operator-in-training. To date, no qualified candidates have applied for BSWW’s open Class I/II Water Operator position. The Committee discussed an ad for the open Assistant Superintendent of Water position. The Committee agreed to place ads in the Morgan Messenger, the Hancock newspaper, the Martinsburg Journal, and the WV Rural Water Association.

The BSWW office printer for printing bills is no longer working properly and must be replaced. The Committee approved the purchase of a new printer for $879, plus $200 a three year warranty.

Jainniney discussed his retirement in mid-October and using his accrued 400 hours of sick leave to pay to stay on the Town’s insurance until he receives Medicare in August 2024. The Committee agreed to permit this request so long as Corrick determines it is legal and otherwise doable. Jainniney indicated that he is willing to stay on with BSWW part time for an agreed upon period after his retirement.

The meeting was adjourned.