**Town of Bath**

**Berkeley Springs Water Works (BSWW)**

**Water Committee**

**Minutes**

**In-Person Meeting**

**Monday, March 20, 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, and Councilman Rose Jackson.

Chase Riley, Randy Watson, and Scott Pacifico of Thrasher; and Chad Schaffer of Pro Contracting participated in progress meeting number seven for phase IV of the water line replacement project. As of February 27, 73 percent of the work has been completed. A change order for a time extension on the project for full completion will be forthcoming from Thrasher. All water meters and service lines have been installed to date. Work on Cornelius Street and other clean-up work is ongoing.

Discussed the Grand Hollow Trail line off of Merrywood Drive. Thrasher has two customers from whom they are still working on getting right of ways established. One landowner is out of town for the season and the other landowner refusing to grant a right of way. Discussed that in the case of the right of way hold out, we could file a right of entry to overcome the landowner’s objections. In that case, we would put as much money with the court as the property appraisal plus the appraisal cost of $2,000. Also, could offer the property owner $2,000 plus appraised value of the property based on the square footage of the property. Schaffer suggests going ahead and boring under Route 522. They then can complete five of the seven services and go ahead and get the existing exposed line covered. BSWW agreed to give the contractor the go to move forward to begin boring under Route 522 at Walgreens.

BSWW will have to keep a bond in place for a second year to ensure full bond warranty. Watson will see if he can get the $1,000,000 bond reduced to 10 percent of its original value. If we cannot get this addressed by the end of this week, then next week BSWW will pay for renewal of full value of the bond. Discussed Cornelius Street from beginning to end. Chapman will discuss with Mayor Scott Merki and Public Works Chairman Rick Weber how they want to handle finishes on Cornelius Street. DOH says we have to overlay all of Webster Street, Berryville Circle, Hobday, and Cornelius Streets, and three-quarters of Merrywood Drive.

Discussed the project to expand water and sewer lines south along Route 522 to Tabor Road. An implementation meeting for the project was held by Region IX on February 24. Jainniney attended this meeting and reported that they primarily discussed numbers and time periods. Jainniney re-asserted at that meeting that BSWW participation in the project is contingent upon a secondary water source being located and established as part of this project.

Morris presented 10 water leak adjustments for review and approval. 7 of 10 requests were approved. The remaining 3 were sent back to the business office for revisions.

Morris reported that there currently is no adjusted water loss report to share for the month of February.

Morris reported she is working with Town Clerk, Sharron Corrick, on implementation of preauthorized payment deductions. A letter is being drafted that will go out to customers regarding the new payment deduction option. However, any further action on this item likely is on hold until this summer due to the office workload.

Jainniney reported that Instrulogic informed him three weeks ago that the needed supplies for the water plant and Fairview 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.

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 the plant has cut in half the amount of backwash going into Warm Spring Run without any loss of water quality.

Jainniney reported that he has received two resumes that qualify for the Assistant Superintendent and Class II Water Operator openings. Chapman agreed to work on getting interviews scheduled in the coming month.

Morris presented outstanding unpaid bills that are 10 years old or more that are still sitting on the BSWW books totaling $5,872.44. Chapman made a motion that the Committee approve writing off that amount as a loss. Jackson seconded the motion. The motion was approved.

Morris reported that she plans to move forward with paying the standard DOH bond renewal, while holding off on paying the bond renewal for the water line replacement project pending the action previously discussed with Thrasher Engineering.

Jainniney reported that he has two requests for bids out. One is for lighting at the water plant. The other is for analyzers, turbidity meters, etc. Jainniney found that we can lease the analyzer equipment, which includes maintenance, at a much cheaper price than buying it outright.

Jainniney reported that there was a waterline break due to a Frontier Communications contractor hitting a marked ten-inch line in two places. BSWW intends to bill Frontier for this mishap.

The meeting was adjourned.