

**SANITARY BOARD**  
**February 16, 2023**  
**10:00 A.M.**

**THE MEETING OF THE SANITARY BOARD FOR THE CITY OF CHARLESTOWN  
WAS HELD ON THURSDAY, FEBRUARY 16, 2023 AT 10:00 A.M. AT CITY HALL  
WITH MAYOR TREVA HODGES PRESIDING.**

Board members present were Ryan Hodskins and Nathan Grimes. Also present were Deputy Clerk Treasurer Heather Schrimp and Attorney Matt Duncan.

**Pledge of Allegiance**

**Agenda**

Treva Hodges entertained a motion to approve the agenda. Motion made by Ryan Hodskins, second by Nathan Grimes. Passed 3-0.

**Standing Business**

Treva Hodges entertained a motion to approve the minutes from February 2, the payroll voucher from February 1 to February 11, and the claims. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

**Public Comment-none**

**New Hire**

Operator Tim Crawford presented the offer letter that was made to the potential employee and his conditional acceptance. The individual requested to be added to the health insurance no more than 30 days from his date of hire. Deputy Clerk Treasurer Heather Schrimp noted that under the City's health plans we have two classes: Class I is effective date of hire or Class II is effective the first day of the month following 60 days, so those are the only options available. The Board discussed the options.

Treva Hodges entertained a motion to approve the new hire with health coverage effective date of hire. Motion made by Nathan Grimes, second by Ryan Hodskins. Passed 3-0.

**Operator Update**

Operator Tim Crawford presented the operator report. All parameters were met. The solids were elevated. The flow monitors were installed the previous day. It will hopefully be completed in 30 days if there are good rain events.

**Engineering Update**

Lori Wyatt with JTL presented an engineering update. She commented on the timing of the flow monitoring being consistent with the last time to provide a good comparison. The plant design has been sent to HWC for value engineering. The final comments will be available March 10 in time to file the permit application by March 15. The READI report was filed yesterday. The Highway 62 plant will be presented in March. The easements are getting prepared for the Depot Street project. The ownership of the 703 pump station has been turned over to the City and IAW has broken ground on their connection. We are on schedule to submit the READI application for un-obligated funds. All funds must be obligated by June. Mayor Hodges gave an update on other funding opportunities.

Tim Crawford provided additional updates. The Highway 62 lift station is operating, but there is a pump down which is concerning given the amount of rain we are receiving. We are working with the insurance company to determine damages. He also met IAW to locate service feeds for the fire hydrant for domestic water use. We will not start billing until they get their meter installed.

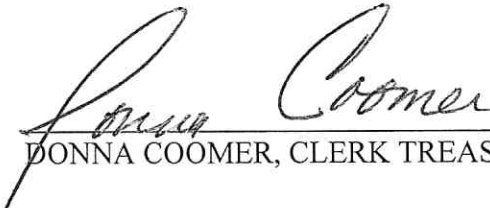
**Adjournment**

Treva Hodges entertained a motion to adjourn. Motion made by Ryan Hodksins, second by Nathan Grimes. Passed 3-0.

  
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TREVA HODGES, MAYOR

3-2-23  
DATE

ATTEST:

  
\_\_\_\_\_  
DONNA COOMER, CLERK TREASURER

3-2-2023  
DATE