

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A regular scheduled meeting of the City of Buckhannon Sanitary Board was held January 17, 2019 at 4:00pm at City Hall with the following persons present:

Mayor	David McCauley	Present
Recorder	Colin Reger	Present
Finance Director/Assistant Recorder	Amberle Jenkins	Present
City Engineer	Jay Hollen	Present
Board Member	Gene Frye	Present
Board Member	Phil Loftis	Present
Sanitary Superintendent	Bryan "Buck" Samples	Present
Plant Engineer	Sam Ludlow	Present
Director of Public Works	Jerry Arnold	Present

Meeting Agenda Posted 01/14/19

*City of Buckhannon Sanitary Board- 4:00pm at City Hall in Council Chambers
Meeting Agenda for Thursday, January 17, 2019*

- A. **Call to Order**
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. **Recognized Guests**
- C. **Finance Report-Amby**
 - C.1 December 2018
- D. **Department Report**
 - D.1 West View Acres
 - D.2 UV-Units
 - D.3 Plant Operations
 - D.4 Extension Request
 - D.5 Zeno Street
- E. **Correspondence and Information**
 - E.1 Mayor's State of City Address 01/03/19
 - E.2 WVPSC & COB-WV Utility Information
- F. **Consent Agenda**
 - F.1 Approval of Minutes -12/20/18 Sanitary Board Meeting
- G. **Strategic Issues for discussion and vote**
 - G.1
- H. **Stormwater**
 - H.1 Storm Sewer Grant
 - H.2 Letter to WVDNR RE: Environmental Review Request Stormwater Mitigation Project
- I. **Board Members Comments and Announcements**
- J. **Executive Session Property Matters Per WV Code § 6-9A-4**
- K. **Adjournment**

Posted 01/14/19

Call to Order: Mayor McCauley called the meeting to order, followed by a moment of silence, followed by the pledge to the US flag.

Recognized Guests: None

Finance Report:

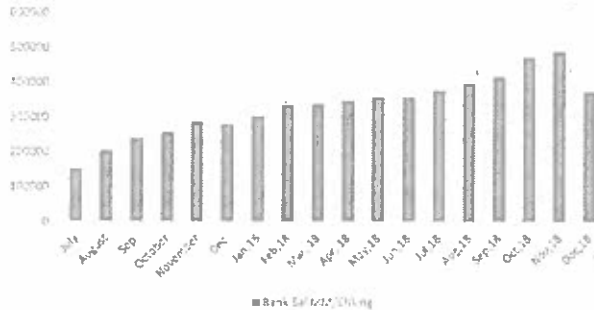
C.1 December 2018- Ms. Jenkins presented the December Financials to the Board. The Board discussed the surplus of funds and what the best use of them may be, including CDs, and other potential expenditures. Mr Ludlow said that there were upgrades that are necessary at the plant each year, and the surplus will be able to support those upgrades.
Motion Loftis/Frye to accept financials - Carried unanimously.

**SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance December 31, 2018

Money market checking	\$ 374,702.07
CD at FCB	\$ 22,814.00
CD Investment	\$ 40,433.27
CD Investment (Citizens)	\$ 50,312.56
CD Investment (Citizens)	\$100,000.00

Bank Bal MM/Chking



Notes:

On December 17, 2018 a CD was open in the amount of \$100,000 at Citizens Bank for 15 months with an interest rate of 1.76%

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DISBURSEMENT 12-01-18 TO 12-31-18

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
POWER/FUEL/UTILITY	NOR POWER	711-914-00	TJM SEWAGE STATION	110087907595	TJM SEWAGE PL	45.05	
		711-915-00	WESTON ROAD	110087676356	WESTON RD	52.43	
		711-917-00	BRUSHY FORK PS	110085299060	BRUSHY FORK R	47.87	
		711-918-00	RT 20 SEWER PUMP STA	110 088 984	965 RT 20	9.76	
		711-113-00	FLANT POWER	110 088 308	288 RT. 5	5,337.25	
		711-713-00	DEANVILLE	110086407971	DEANVILLE	54.57	
		711-313-00	VICKSBURG	110086525471	SYCAMORE	1,378.29	
		711-913-00	HADISON STREET	110087327497	RANDOLPH	22.65	
		711-513-00	WOOD/RITCHIE STS	110086976956	WOOD	203.36	
		711-413-00	EAST MAIN ST	110084766556	E MAIN	577.93	
		711-813-00	ISLAND AVENUE	110088930133	ISLAND AVE	52.81	
		711-213-00	ELIAS STREET	110 088 305	898 ELIAS ST	1,734.96	
		711-613-00	NONONGALIA ST	110082080448	HOW & WOOD ST	136.39	
		711-919-00	1 BUCKHANNON RD	110 088 263	998 BUCKHANNON	5.00	
		711-921-00	BROOKS ST PUMP STA	110 100961846	BROOKS ST	119.92	
		711-920-00	PLANT VEHICLES-2,3,8	SANITARY NOV	FUEL BILL	1,299.68	
		711-920-01	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO NOV 2018 WESTON RD BILLING	535.68	
		711-920-01	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO OCT 2018 WESTON RD BILLING	452.13	
		711-920-01	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO SEPT 2018 WESTON RD	469.95	
		711-920-02	GREYLOCK ENERGY SUB-HOLDINGS	711-920-02	NATURAL GAS SALES FOR 11/2018	222.00	
					TOTAL:		12,757.60
		UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT NOV 2018 UNIFORMS	680.75
			TOTAL:		680.75		
LINES	LYKINS OIL COMPANY	713-443-00	EQUIPMENT & MAINTENANCE	15-40W OIL-TRACK HOE	136.44		
		713-443-00	EQUIPMENT & MAINTENANCE	GAL 15W40 10W R	92.01		
		713-443-00	EQUIPMENT & MAINTENANCE	30W OIL P-21	49.11		
		713-243-00	SOUTHERN STATES COOP INC	SUPPLIES LINES	04 CASES SPRING WATER	160.00	
		713-243-00	SOUTHERN STATES COOP INC	SUPPLIES LINES	BOOTS - BUCK SAMPLES	107.99	
		713-243-00	C I THORNBURG CO INC	SUPPLIES LINES	SEWER PIPE PIPE LOBE FERN	3,962.07	
		713-243-00	NAPA-AUTOWER AUTO SUPPLY	SUPPLIES LINES	WORK LIGHT - P9	19.99	
		713-443-00	NAPA-AUTOWER AUTO SUPPLY	EQUIPMENT & MAINTENANCE	SAE 40 P-18	40.56	
		713-443-00	NAPA-AUTOWER AUTO SUPPLY	EQUIPMENT & MAINTENANCE	SPRINGS & DIS ABSORB MATS	18.82	
					TOTAL:		6,007.78

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DISBURSEMENT 12-01-18 TO 12-31-18

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
LANT	LYKINS OIL COMPANY	714-343-00	EQUIPMENT MAINTENANCE	BOX OF RAGS	13.50	
		714-643-00	OPERATION PLANT EXPE	CHARTS & RED CHART PENS	457.66	
		714-643-00	OPERATION PLANT EXPE	REIMB MEALS WHILE @ LAB SC	33.45	
		714-143-00	FACILITIES MAINTENANCE	TIRE GAUGE FOR SHOP	17.81	
		714-643-00	OPERATION PLANT EXPE	REIMB CDR LIT FEE	20.25	
		714-143-00	FACILITIES MAINTENANCE	BLK PIPE TEES	LAG BOLTS	222.30
		714-143-00	FACILITIES MAINTENANCE	BLK PIPE TEES	LAG BOLTS	171.64
		714-143-00	FACILITIES MAINTENANCE	BLK PIPE TEES	LAG BOLTS	21.60
		714-143-00	FACILITIES MAINTENANCE	BLK PIPE TEES	-BELT PRESS	238.62
		714-143-00	FACILITIES MAINTENANCE	PVC UNIONS GOLF & CL		23.51
LANT	AIRGAS USA, LLC	714-343-00	EQUIPMENT MAINTENANCE	CUTTING TIPS	74.15	
		714-143-00	FACILITIES MAINTENANCE	MIG WIRE	38.88	
		714-243-00	LAB EXPENSE PLANT	SAN LAB TESTS	10.00	
		714-243-00	LAB EXPENSE PLANT	SAN LAB TESTS	50.00	
		714-243-00	LAB EXPENSE PLANT	PHOSPHORUS #2 TEST	20.00	
		714-343-00	C I THORNBURG CO INC	EQUIPMENT MAINTENANCE	SERV CHG	39.31
		714-643-00	OPERATION PLANT EXPE	JK-274FLX POLYMER	775.00	
		714-343-00	NAPA-AUTOWER AUTO SUPPLY	EQUIPMENT MAINTENANCE	CAN SPRAY PAINT	7.69
		714-343-00	NAPA-AUTOWER AUTO SUPPLY	EQUIPMENT MAINTENANCE	BATTERY-P12	97.77
		714-343-00	NAPA-AUTOWER AUTO SUPPLY	EQUIPMENT MAINTENANCE	BATTERIES 10W40 WASH FLUI	105.09
LANT	HART OFFICE SOLUTIONS INC	714-343-00	EQUIPMENT MAINTENANCE	OIL & FUEL FILTER P-3	11.65	
		714-343-00	EQUIPMENT MAINTENANCE	15W40 OIL GRUBBER GUN ENDS	193.07	
		714-343-00	EQUIPMENT MAINTENANCE	CAR WASH SOAP SEAFOAM	59.14	
		714-643-00	OPERATION PLANT EXPE	SAN COPIER LEASE	50.00	
		714-243-00	LAB EXPENSE PLANT	SODIUM HYDROXIDE	577.75	
		714-143-00	FACILITIES MAINTENANCE	CONTROL VLV FOR LOADER	947.75	
		714-343-00	EQUIPMENT MAINTENANCE	HYD FITTINGS	111.27	
		714-143-00	FACILITIES MAINTENANCE	SNOW GUARD BUREWS	123.00	
		714-543-00	TELEPHONE	704-7883 7883	931-0814 439	683.06
		714-543-00	TELEPHONE	472-5459 & 7185		12.56
LANT	MART'S EQUIPMENT SERVICE	714-343-00	EQUIPMENT MAINTENANCE	TRK CRANE INSPECTION	245.00	
		714-643-00	OPERATION PLANT EXPE	MISC PLANT SUPPLIES	49.68	
		714-643-00	OPERATION PLANT EXPE	MISC PLANT SUPPLIES	91.07	
		714-643-00	OPERATION PLANT EXPE	TRASH BAGS PAPER TOWELS	60.79	
		714-143-00	FACILITIES MAINTENANCE	FLASHLIGHT 2X CHAIN	121.40	
		714-343-00	EQUIPMENT MAINTENANCE	PCRD-LIGHT FILTER	19.15	
		714-243-00	LAB EXPENSE PLANT	PCRD-RH DEAKER CERTCLASS	269.66	
		714-743-00	MICROLOXIC INC	MONTHLY SECURITY MONITORING	149.75	
		714-543-00	FRONTIER	TELEPHONE	304-472-5459-101515-4	78.82
		714-543-00	FRONTIER	TELEPHONE	12/01/2018 - 12/31/2018	39,032.26
			TOTAL:		45,404.06	

SALARIES PLANT/LINES

**PAYROLL EXPENSES

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DISBURSEMENT 12-01-18 TO 12-31-18

UND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
ALARIES BOARD/OFFICE	**PAYROLL EXPENSES			12/01/2018 - 12/31/2018	6,853.85
				TOTAL:	6,853.85
ICA/INSURANCE	FORT DEARBORN	718-105-00	HEALTH INSURANCE	SAN DEC 2018 LIFE INS	69.00
	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN NOV & DEC RETIREES INS	4,050.00
	MOUNTAIN STATE BLUE CROSS	718-105-00	HEALTH INSURANCE	SAN DEC 2018 HEALTH INS	13,832.60
	MORGAN WHITE GROUP	718-105-00	HEALTH INSURANCE	SAN DEC 2018 PREMIUM SAVER	1,384.36
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,477.31
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,386.73
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	345.50
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	324.32
				TOTAL:	22,869.82
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,167.84
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,141.94
				TOTAL:	4,309.78
UNEMPLOYMENT/COMPENSAT	BRICK STREET MUTUAL	720-226-00	UNEMPLOYMENT/COMPENS	WCB1005474 NOV 2ND TO DEC	1,175.15
	WV MUNICIPAL LEAGUE	720-226-00	UNEMPLOYMENT/COMPENS	SAN 4TH QTR 2018 UNEMPLOYH	168.00
				TOTAL:	1,343.15
BILLING/COMPUTER/DEP I	XEROX CORPORATION	783-341-00	BILLING & COLLECTING	METER USAGE 10-21 TO 11-21	110.76
	PITNEY BOWES INC	783-341-00	BILLING & COLLECTING	PITNEY BOWES	756.81
	ADOBE SYSTEMS INS	783-341-00	BILLING & COLLECTING	PCRD-ADOBE READER	26.49
	WATER BD-CITY OF BUCKHAMMON	783-341-05	BILLING WAT BD METER	NOV 2018 METER READS	360.00
	ELECSYS INTERNATIONAL CORP	783-341-00	BILLING & COLLECTING	JAN 2019 MONTHLY UN5 & HARD	76.00
	RAVEN ROCK NETWORKS INC	783-341-00	BILLING & COLLECTING	DEC 2018 SERVICE CONTRACT	212.50
		783-341-00	BILLING & COLLECTING	TECHNICAL SUPPORT	361.25
	BCN TELECOM INC	783-341-00	BILLING & COLLECTING	472-1430	3.13
	DELUX BUSINESS FORMS	783-341-00	BILLING & COLLECTING	PCRD-COLLECTION ACCT CKS	121.50
	ARAZCH.COM	783-341-00	BILLING & COLLECTING	PCRD-CALCULATOR	21.80

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DISBURSEMENT 12-01-18 TO 12-31-18

UND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
				TOTAL:	7,467.92
BOND A	MUNICIPAL BOND COMI OF WV	970-199-00	BOND ISSUE #A	JAN 2019 BOND A PYMT	14,144.97
				TOTAL:	14,144.97
BOND B	MUNICIPAL BOND COMI OF WV	980-199-00	BOND ISSUE #B	JAN 2019 BOND B PYMT	2,253.00
				TOTAL:	2,253.00
CAPITAL/PROJECTS	J.P. MORGAN EQUIPMENT FINAN	997-451-02	BELT PRESS PROJECT	SAN DEC 2018 BELT PRESS PY	2,210.60
	RITE-WAY HEATING & PLUMBING	997-455-00	SEWER UPGRADE-CAPITA	8X6 FERRO-C.W.VIEW ACRES	53.74
	ENRQUA	997-455-00	SEWER UPGRADE-CAPITA	ULTRAVIOLET EQUIPMENT AGRE	45,092.50
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	1 1/2" CR STONE WOOD ST	400.13
		997-455-00	SEWER UPGRADE-CAPITA	#57 STONE-W.VIEW ACRES	1,005.55
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	22RKH 18 HISSAH DEC PYMT	291.98
		997-454-00	NEW EQUIPMENT-CAPITA	22RKT 18 HISSAH DEC PYMT	291.98
		997-454-00	NEW EQUIPMENT-CAPITA	22RKH 18 HISSAH DEC PYMT	291.98
		997-454-00	NEW EQUIPMENT-CAPITA	22GHD 18 HISSAH DEC PYMT	534.92
	COMMUNITY BANK	997-454-00	NEW EQUIPMENT-CAPITA	SAN JAN 2019 GUMP TRK PYMT	1,290.57
		997-454-00	NEW EQUIPMENT-CAPITA	SAN BLASTER & BACKHOE DEC	803.03
		997-454-00	NEW EQUIPMENT-CAPITA	SAN JAN 2019 CRANE TRK PYH	1,655.65
				TOTAL:	53,930.63

Department Report:

D.1 West View Acres- Mr. Samples – Project is moving forward. Crews have made two runs, and will soon be proceeding behind houses. Sam is currently working on the remaining right-of-way agreements.

D.2 UV-Units- Down payment has been made for UV Units. Rick MacIntyre will complete a site visit soon, which is currently being planned.

D.3 Plant Operations- Plant operations have no problems to report. Mr. Donald Tenney received a lab certification and license. Mayor McCauley recommended that a potential pay raise for Mr. Tenney will be placed on the February agenda for consideration.

**WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER AND WASTE MANAGEMENT
AND
WEST VIRGINIA ENVIRONMENTAL TRAINING CENTER**



CERTIFY THAT

Donald W. Tenney

is recognized in the State of West Virginia as a

CERTIFIED WASTEWATER LABORATORY TECHNICIAN

01/08/2019

Date

Linda B. Keller
DEP Laboratories/Quality Assurance

579

Certificate Number

Melissa Powers
WV Environmental Training Center
WV 26001-002 26 Hours

Plant Reports:



Applicant: BUCKHANNON, CITY OF
 Reference ID: WV002336 Dec 2018 (01/16/2019)
 eCMR Worksheet - WV002336 - 001
 Status: New
 Type: Electronic CMR
 Permit ID: New/Permitting
 Printed: Jan 16, 2019 10:39 AM

Form: W002336
 Quality: 201
 Report by the Month of: December Year: 2018

Plant

Last Permitted Analysis: 05/06/2018 11:55:10 AM

Parameter	Unit	Influent				Effluent				CEL*	Units	Number Exceed	Measurement Frequency	Sample Type	Lab
		Aug	Max	Min	Units	Min	Aug	Max	Units						
1001100.1.001.A pH (24 Hr) Treatment Plant	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.002.A pH (24 Hr) 2nd A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.003.A pH (24 Hr) 3rd A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.004.A pH (24 Hr) 4th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.005.A pH (24 Hr) 5th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.006.A pH (24 Hr) 6th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.007.A pH (24 Hr) 7th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.008.A pH (24 Hr) 8th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.009.A pH (24 Hr) 9th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.010.A pH (24 Hr) 10th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.011.A pH (24 Hr) 11th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.012.A pH (24 Hr) 12th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.013.A pH (24 Hr) 13th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.014.A pH (24 Hr) 14th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.015.A pH (24 Hr) 15th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.016.A pH (24 Hr) 16th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.017.A pH (24 Hr) 17th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.018.A pH (24 Hr) 18th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.019.A pH (24 Hr) 19th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.020.A pH (24 Hr) 20th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.021.A pH (24 Hr) 21st A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.022.A pH (24 Hr) 22nd A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.023.A pH (24 Hr) 23rd A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.024.A pH (24 Hr) 24th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.025.A pH (24 Hr) 25th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.026.A pH (24 Hr) 26th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.027.A pH (24 Hr) 27th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.028.A pH (24 Hr) 28th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.029.A pH (24 Hr) 29th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0
1001100.1.030.A pH (24 Hr) 30th A	Supervised	7.2A	7.2A			7.4A	7.4A	7.4A			0		Continuous	Flowline	17.0

EC-59
 Revised 1975

STATE OF WEST VIRGINIA
 DEPARTMENT OF WATER TREATMENT PLANT OPERATORS

Month: Dec-18
 City: Buckhannon W.Va.
 Operator: Dan Baker

Date	INFLUENT WASTEWATER				BFLT PRESS				Plant Effluent					
	Conc. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	pH	Grit Scr. C.F.	Gals. Wet Sludge Added	Pounds Dry solid Produced	Sun. Sol. mg/l	BOD5 mg/l	Fecal Col./100 ml	D.O. mg/l	pH	Total Nit. mg/l
12/1/18														
12/2/18														
12/3/18			1.279	12.0	7.09	2.0					8.9	6.79		
12/4/18			1.105	12.0	7.13	2.0					8.5	6.83		
12/5/18	88	146	1.104	12.0	7.03	2.0			1.5	2.5	8.6	6.83	0.168	
12/6/18			0.970	11.0	7.12	2.0					9.1	6.91		
12/7/18			1.005	12.0	7.10	2.0					8.7	6.89		
12/8/18			0.818			2.0								
12/9/18			0.858			2.0								
12/10/18			3.738	12.0	7.09	2.0	27,175	4,014			27	8.4	6.88	
12/11/18			2.795	12.0	7.08	2.0					8.5	6.85		
12/12/18	60	131	0.868	12.0	7.04	2.0			1.5	2.3	8.4	6.83	0.112	
12/13/18			0.643	12.0	7.03	2.0					8.4	6.82		
12/14/18			1.562	13.0	7.04	2.0					8.2	6.83		
12/15/18			1.965			2.0								
12/16/18			1.831			2.0								
12/17/18			2.110	14.0	7.09	2.0	25,057	3,531			17	8.3	6.81	
12/18/18			1.349	14.0	7.08	2.0					8.1	6.79		
12/19/18	88	164	0.973	13.0	7.06	2.0			2.5	3.2	8.0	6.78	0.080	
12/20/18			1.425	14.0	7.05	2.0					8.3	6.88		
12/21/18			4.391	14.0	7.11	2.0					8.1	6.78		
12/22/18			1.480			2.0								
12/23/18			2.482			2.0								
12/24/18			2.233	13.0	6.97	2.0					7.8	6.77		
12/25/18			1.486	13.0	6.99	2.0					7.6	6.79		
12/26/18	80	170	1.190	13.0	7.04	2.0			1.0	3.0	7.9	6.84	0.084	
12/27/18			1.750	14.0	7.32	2.0					7.7	6.82		
12/28/18			1.072	14.0	7.03	2.0					7.6	6.80		
12/29/18			1.212			2.0								
12/30/18			1.068			2.0								
12/31/18			1.368	15.0	7.35	2.0					7.4	6.78		
TOTAL			58,440				52,228	6,545						
AVERAGE	79	155	1.627	13.0	7.06	2.0			1.4	2.5	22	8.2	6.82	0.091
MAXIMUM	88	179	4.301	15.0	7.13	2.0			2.5	3.0	17	9.1	6.91	0.168
MINIMUM	60	131	0.643	11.0	6.97	2.0			1.0	2.2	9	7.4	6.77	0.080
LIMITS														
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA

D.4 Extension Request- CJ Martin asked about an extension at the airport road where a new building is being constructed. Aaron Harris also mentioned that he may need an extension. Mayor McCauley asked how large the project would be. Mr. Ludlow presented drawings to the board that demonstrated the amount of work that would be required to complete extension. Mr. Ludlow said that expansion would make the area more developable, and that those who own property there may be inclined to contribute in some way. Mr. Ludlow will talk with CJ Martin and Aaron Harris to get more information on the project.

D.5 Zeno Street- Mr. Ludlow wrote letters and scheduled a meeting on Tuesday, the 22nd at 1:30pm at City Hall to resolve outstanding issues.

November 28, 2018

Jiang Huade
403 Liggett Addition Road
Buckhannon, WV 26201

Dear John:

This letter is provided to document the findings of our investigation of the property you own on Zeno Street which includes four residential structures, two of which are occupied, and to establish our commitment to you regarding the Sewer Department obligation to provide sanitary sewer service to those four residences.

A drawing which generally shows the location of your property facing Zeno Street and East Main Street is attached. The two houses which are currently occupied, face on Zeno Street near the rear of your property close to the railroad tracks. They both have functional sewer service with relatively new pipe and adequate access to the underground pipe.

We tracked, excavated, and investigated the sewers which serve the two houses that face on East Main Street. Service lines from the two houses join near the back of the houses and head toward the back of the property to the main line sewer near the railroad tracks. That sewer line was completely non-functional due to root and soil obstructions. The sewer line was not deep enough to provide service to the basement of either house, but clearly was the primary sanitary sewer service for the two houses. The house closest to Zeno Street had a floor drain and sink in the basement and the other house had a sink in the basement. It was not clear where these drains. We asked you to locate the drains for these facilities so that we could determine the depth required for complete service. As of the date of this letter, you have not provided that information.

Our understanding and observations are that the two houses have been unoccupied since about the year 2000. They need substantial renovation to be habitable. Sewer service appears to have been provided by a private, common line which may have also served the two houses which face on Zeno Street. Since more than one separable customer may be potentially served, the Sewer Department acknowledges its responsibility to upgrade and renew service. A potential layout is shown on the attached drawing. There are several conditions that must be met before the Sewer

Department will initiate installation of the upgraded sewer. They are as follows.

- You shall provide the Sewer Department with ROW for any public sewer line to be constructed on your property. Individual service lines to each residence shall continue to be the responsibility of the respective customer/ owner.
- Sewer construction shall be at a depth required to serve the existing sanitary service for the two houses which was located by the Sewer Department during this investigation. This depth will not provide service to the basements of the two houses. Sewer depth shall be re-evaluated if you can provide access to a drain serving the basements outside of the houses.
- No work shall be done to construct a sewer until there is clear evidence that at least one of the houses is imminently ready for occupancy. You should keep the Sewer Department advised of your progress with renovation so that we will be able to schedule our work. We expect construction of the sewer to take about one month.

We hope that this provides you a record of our findings and a clear understanding of our commitment to provide service. Please be in touch if you have any questions or concerns.

Very truly yours,

Bryan Samples
Superintendent

Cc: David W McCauley, Mayor
Jerry Arnold

December 26, 2018

Jiang Huade
403 Liggett Addition Road
Buckhannon, WV 26201

Dear John:

This letter is provided as follow up to your conversation with me, Sam Ludlow, and Jeff Ford at the sewer plant during the morning of December 20, 2018. At that time we discussed the opportunity and requirements for the Sewer Department to undertake an upgrade project to provide service to your property at 94 and 96 East Main Street. The three items noted in my letter to you dated November 28, 2018 were discussed as follows.

- The Sewer Department shall build, own, and be responsible for any new sewer serving more than one customer which will include all of the sewer up to the taps provided for the two houses noted above. We will require a sewer right of way before we can build any sewer on private property.
- You agreed to expose the sewer coming from the floor drain in the basement of 94 East Main Street. This will provide information on the depth required to provide full service to that house. Further discussion of the need to provide service at that depth can continue at that time with the more complete information.
- You advised us of your immediate need for service and agreed to make a written commitment to initiate and continue to use water and sewer service at the two houses for a period of three years. The Sewer Department shall begin construction work on the sewer upgrade as soon after this commitment as weather conditions and work requirements allow. No new projects will be started before this work is completed.

We hope that this is consistent with your understanding of our conversation. Please advise us if you think our accounting of the arrangements should be modified. Otherwise, please sign this letter and return it to us. That will allow us to begin preparations to start work, but no work shall be done until you make the three year commitment for service.

We would also note that the City has interest in conversations with you about another matter relating to an extension of the City's walk trail across your property near the railroad tracks.

Very truly yours,

Bryan Samples
Superintendent

Cc: David W McCauley, Mayor
Jerry Arnold

Correspondence and Information:

E.1 Mayor's State of City Address 01/03/19-

CITY OF BUCKHANNON – MAYOR'S STATE OF THE CITY ADDRESS – January 3, 2019

The beginning of our new year poses a timely opportunity for us to look ahead, to consider our future. I continue to believe that our community is excellently postured to further raise the bar on our quality of life here for all of our residents. Please indulge me for the next few minutes as I share our plans & vision, municipal department by department for 2019.

Our utility & public safety operations shall always be the core of our essential services. Our Waste Collection Board launched its new toter system last spring & about 60% of our customers throughout Upshur County have now received their new toters. We've already realized greater efficiency, improved employee safety, & all residents & businesses alike are more fully accountable for the services provided to them which helps to save us all money. As I reported last year, in combination with our streets & parks department, we very soon need to realize construction of a new welding garage & tool building at our Mud Lick Run facility. Jerry Arnold will share details in the months ahead, but we know that there will be a cost association of several hundred thousand dollars with that project that will be shared by Waste Collection & our General Fund. We need to continue to invest in & be good stewards of the physical plants of all of our facilities. I note that there has not been a rate increase in waste collections here since 2011, & in this age to see the rates of any service remain the same for eight years is almost unheard of. Jeff Wamsley's guys continue to perform in exemplary fashion.

Our Water Board experienced a very busy 2018. The new Victoria Hill water tank was brought online & our water storage system now has more potable water than ever before. Completion of the decommissioning of the St. Joseph's tank will follow soon. The increase in our reserve water supply is all part of the anticipated, future growth in our community associated with the ever nearing completion of Corridor H. Our cooperative arrangement with Dominion Resources & the construction of the Atlantic Coast Pipeline project resulted in the undertaking of more than two million dollars worth of improvements to our water distribution system with the cost being borne entirely by ACP. These improvements would've been undertaken in the future in-house with the cost borne by our residents & businesses, so- completion of this project pushes us years ahead as our waterworks distribution system has been greatly enhanced without having to increase fees. Currently & as of January 1, Buckhannon ranks 39th out of the 369 PSC regulated water utilities in the state of West Virginia. That means we provide our water services among the most affordable communities in all of West Virginia & are at the 10.5% lowest rates in our entire state. The water plant work completed in 2018 was beneficial but at the same time problematic. When I was coming aboard as mayor nearly three years ago, the rhetoric about the two million dollars worth of improvements to our plant suggested we would add decades of service to our Harley A. Brown Water Plant & thus we were deferring tens of millions of dollars in plant replacement costs for many, many years. Now, our current consulting engineers are suggesting our water plant has another decade or so of life expectancy. We're flummoxed about this evaluation, & our Water Board & City administration will work hard to better evaluate the status of our current plant during 2019. We will be entirely proactive on this matter, & will not kick the can down the road. We will be working closely with the Adrian Public Service District to realize additional improvements to the southern portion of our water distribution system. We will continue to insist that all of the outlying public service districts improve their maintenance programs with their own systems to minimize the potable water that ends up being dumped into the ground. The leakage rates of some of the PSDs is untenable & we must all work to being better stewards of our precious water. City engineer Jay Hollen is working to identify ways to increase our raw water storage that might double for some form of water recreation. Stay tuned! Water Superintendent, Kelly Arnold's staff is performing outstandingly. We welcomed a couple of new plant operators during 2018, & they're doing a super job. On the whole, our waterworks have never been better positioned than they are right now. By the way, Buckhannon's water was judged to be the best or tied for the best tasting water in all of West Virginia for the past two years.

Our Sanitary Board continues to function in an exemplary manner. Opened in 1987 with a then 30-40 year life expectancy, engineer Sam Ludlow & new Sanitary Superintendent Buck Samples now estimate that in 2019, our Samuel S. Ludlow Sewer Plant should endure for another 40 years given the excellent & persistent upgrades & maintenance of our existing physical plant operations all again undertaken in-house. Sam & Buck together have a City tenure exceeding 70 years. Currently as of January 1, & following rate increases during the past two years, Buckhannon ranks 173rd out of 321 PSC regulated sewer utilities in the state of West Virginia. That means our sewer services rank in the middle of the pack in affordability in West Virginia & are at the 53.9% lowest rates in our state. Remember, during 2017, & after decades of discussion, all storm sewer operations were formally designated as being undertaken by our Sanitary Board. Our sewer staff has been engaged in extensive planning within & outside the corporate limits to improve our storm water system, & with passage of the sales tax ordinance that will be implemented in the months ahead, we anticipate great strides in further improving our storm water system as funding becomes available.

I would be remiss if I failed to note that all of our utility operations are now in compliance with State mandates to maintain a 12.5% reserve based upon a State operational revenues' formula. We are now universally prepared for emergencies as they arise.

In Streets & Parks, there are a number of projects identified for 2019. Many more paving & sidewalk projects are planned including near the City seal mural, Kanawha, Spring, & Florida streets. The Gateway West project will start in the spring & soon there will be an amazing mile of new sidewalk, period lighting, holiday banners, & complete streets from the first Buckhannon exit all the way to our College campus. We anticipate the State project improving 88 sidewalk intersect points downtown & all along Route 20/Kanawha Street to be completed during the

upcoming construction season. This will greatly enhance ADA compliance throughout our community, & particularly in the highest pedestrian traffic areas. Our North Buckhannon area will soon realize important improvements including sidewalk projects along North Florida Street, First Street, & Morton Avenue.

The North Buckhannon Park was rededicated last spring with handicap accessible parking, enhanced ADA compliance, & new playground equipment. Jawbone Park realized new improvements last year, & soon a new sound system will be installed. The long discussed Trader's Alley/Milkman Lane project is nearing completion & we hope to dedicate it this summer connecting our beautiful downtown to our primary community gathering spot in Jawbone Park. We'll soon dedicate the new Green park, Bobcat, & BEST benches. Our River Trail will be further enhanced with construction of a new pavilion located near the boat ramp & the dog park & this past summer we dedicated the Poundstone-Ellis Legacies Plaza. The dog park itself will continue to be developed by our excellent City crews with support funding coming from the volunteers comprising our Dog Park Committee. We look forward to at long last realizing our handicapped fishing pier. We will work with our cycling friends & extend our river trail to our high school & beyond to Sago & Pringle Tree Park. We are working out details right now with WV Split Rail to connect the dots between our downtown & the WVWC campus portion of our river trail. We resumed cemetery mowing in-house in 2017 saving our residents thousands of dollars annually while employing new seasonal workers.

Grants have permitted us to make tremendous strides in the rehabilitation of the Colonial Theatre. We have now secured about half of our funding for this four-phase project. We have a new floor that can sustain 200 tons of weight, a new roof has been installed, the restored marquee is back up, the windows have been rehabbed, & our guys are working on the balcony & lobby areas of our theatre. We anticipate Buckhannon Community Theatre performing Dracula in a renovated auditorium in October. This facility will be a crown jewel of our community when completed servicing our arts' entities, but especially our youth.

Speaking of our youth, we will celebrate the Silver anniversary of our Stockert Youth & Community Center in 2019. We plan on breaking ground on our new auditorium/gymnasium complex in 2019 & many more fundraisings are planned as we try to edge closer to undertaking that vital project for the benefit of our kids. We raised about \$110,000 with our renewed SYCC capital campaign during the past year alone. Rob Barbor & his crew continue to work their magic with our floral & landscaping program. The entrances to town are receiving some much needed sprucing up replete with new plantings & lighting. We realized community fruit orchards & vegetable gardens during the 2018 growing season. We're going to further expand our wild flower program in 2019. Brad Hawkins' guys simply amaze us. We simply could not employ a better Public Works Director than Jerry Arnold.

Our Police Department welcomed two new members in 2018 with the hire of Angel McCauley & Sam Kraemer who completed their academy training just last month. We're starting 2019 with new testing to replenish our list of eligibles & we'll soon replace an officer who resigned in December. Our officers are unanimously committed to CALEA accreditation & the CALEA committee has been very busy. We continue to develop holistic policies in addressing our drug epidemic. Kudos to Matt Gregory's excellent officers & staff, & special thanks to our VIPS as well for protecting our lives & property.

Our Fire Department similarly worked hard on its own IFAA accreditation efforts during 2018, & all of our members are performing excellently including new chief, J.B. Kimble. The collaboration among our paid & volunteer fighters continues to establish Buckhannon as one of the best prepared fire departments in the state. Our guys need a new rescue/pumper truck soon, & the Council needs to prepare for helping them purchase that new vehicle in 2019. This vehicle will permit us to retire two or three 1990s vehicles from our fire fleet. We anticipate partnering with the county commission & our volunteers to realize the necessary funds, but, this new, fully equipped vehicle is expected to cost about \$500,000. Thanks to all of our paid & volunteer firefighters for their selfless time & commitment to protecting our lives & property.

We still plan on completing the exterior improvements to the public safety complex with new lighting, reconfigured parking spaces, landscaping, & dedication of the new Police Department blue wall in 2019 to compliment the Fire Department's red wall dedicated during Friendly Way Day 2017. Our community scrapbook wall will come to be dedicated in the frequently used Community & Training room, which by the way needs a few more tables & chairs, but we did acquire several new chairs for this much used room along with an additional TV monitor.

Callie Cronin Sams has made us vastly better at information sharing, while she has aided us reaping many more grant awards than ever before. Amby Jenkins, our Finance & Administration Director continues to perform yeoman's work for us, & our City Hall staff has never been stronger than it is right now. We thank City Attorney Tom O'Neill, assistant City Attorney Matt Hymes, & our municipal court judge, Helen Echard for their excellent service.

2018 saw Harbor Freight locate its second West Virginia store right here within our corporate limits. Stone Tower Brews opened last April. The Innovation Center broke ground during 2018 & anticipates opening by summer. The Opera House opened this past summer & hosted the WV Municipal League receiving rave reviews from mayors & councilors from all over WV. Community Care opened its new doors downtown, Orion Strategies located its corporate headquarters downtown, Citizens Bank is open for business in its new building, JesterLine is prepared to bring new virtual reality to our downtown in the coming days, Almost Heaven CrossFit Gym opened adding vibrancy to our Trader's Alley Arts District, Mountain Lakes Insurance is now downtown & developers from throughout the region continue to invest substantially in our downtown. In fact, we've realized more than \$15 million in new construction in our downtown during the past two years. We have virtually 100% store front occupancy on our Main Street. Very soon we'll welcome Buteras to downtown along with Mama Mia's Pie & Pasta. Travis Foster has become an excellent partner in our downtown developments. We'll continue to partner with businesses big & small seeking to expand or establish their enterprises in beautiful downtown Buckhannon.

We'll continue to work closely with our wonderful friends & former protectors, the members of our American Legion & VFW on various projects including plans to develop the Veterans' Way loop on Kanawha Street & expand the Flags for the Fallen project. We'll partner with the WV Strawberry Festival to again help stage the most successful festival in all of West Virginia. It's the single most important event each year in our community, & it's an opportunity to show off what we do for the entire region. We'll continue to work closely with Create Buckhannon, ART26201, Buckhannon Community Theatre, Buckhannon Choral Society, & all arts related groups to expand public arts in all forms- visual & performing. Our primary partners will benefit from our collaboration- West Virginia Wesleyan College, St. Joseph's Hospital, the Upshur County Commission, the Upshur County school system, the CVB, the Chamber of Commerce, & the Development Authority. We'll continue to support small business through our Facade Grants' Program. We'll continue to help clean up properties through our Good Neighbor grant program helping those who need it most. Our new parking policy has been fully effected & has helped spur activity in our downtown. We will continue to honor & support the Blessing Box & Little Free Library programs & the excellent volunteers that make those programs so successful & which distinguish Buckhannon from all other places. Speaking of volunteers, how about that new Volunteer Center & the super work of Casey Gilbert! Our inaugural Community Unity & Kindness Day was a huge success in October, & we look forward to many more BEST awards, that is, Buckhannon's Exemplary Service Testimonials. We've already recognized Amanda Hayes, Zach Mutchler, Robin Keough, & next meeting Shirley Tinney.

We will continue to partner with Matt Kerner & Opportunity House to remove the stigma of addiction while creating a welcoming environment for those in recovery. We'll partner in the third, annual HAHA, Hope And Help Assembly in September, followed by our Children's Festival, TruckFest, Fall Fest, & all of our Halloween & Christmas fun. Festival Fridays are already scheduled for a full summer 2019 season. We'll continue to collaborate with the River Festival group as they celebrate our community's water supply late next summer.

Our reconstituted Planning Commission has been performing yeoman's work to develop our 2025 comprehensive plan. The newly formed Diversity Appreciation Coalition will continue to perform important work to expand our all-inclusiveness & we'll be announcing very soon how we will celebrate Dr. Martin Luther King Day later this month. We'll continue to recognize our history, & to tell our story & to recognize those who've brought positive attention & accolades to our B-U community- soon recognizing J.D. Hinkle, Jr., Charley Harper, Steve Coonts, Jayne Anne Phillips, Breece D'J Pancake, our State's longest recognized poet laureate Irene McKinney, Earle "Greasy Neale," Cliff Battles, the Carter sisters, & others.

We will do all these things while being cleaner, greener, & more sustainable than ever before. We will do all these things while being more inclusive than ever before. We shall not tolerate the actions of those who seek to divide us. Anyone- regardless as to their race, ethnicity, gender, religion, age, handicap, or orientation who seeks to be part of our many successes is invited to participate with us & to offer their help in making our community even better. Our mission is not to be the best community around, our mission is simply to be the best community that WE can be.

I have no doubt that with our excellent staff of 85 fulltime employees that we shall take our community to another, higher level during 2019. Our outstanding employees make all of these things possible. As we begin the budgeting process for the 2019-20 fiscal year next month, & recalling my commitment to our employees that this Council honored back in October of 2016 by then approving a .50 per hour pay raise for all fulltime employees, I ask us to work together, i.e., this City Council & our Utility Boards- to find the means to implement an additional, modest cost of living increase effective during 2019 of an additional .50 an hour for all of our fulltime employees. Our success as a City is attributed to our folks in the trenches who are repairing broken utility lines at 3:00 a.m. when it's below zero, our first responders who answer the police & fire calls at all hours & under the most unpleasant of circumstances, our workers who are hanging off of the back of our garbage trucks whether it's zero or 95 degrees. We need to recognize the value of those labors & we need to retain & express our collective appreciation for our very valuable work force.

I want to most sincerely thank my colleagues on this City Council who have steadfastly sponsored & supported initiatives to make our organization & community stronger. WE... truly are- all in this together. May 2019 smile kindly & fondly upon our Buckhannon-

E.2 WVPSC & COB-WV Utility Information-

WEST VIRGINIA PUBLIC SERVICE COMMISSION & CITY OF BUCKHANNON, WV UTILITY INFORMATION - DEC. 20, 2018

1) For full access to all statistical data compiled by the State of West Virginia, please consult <http://www.psc.state.wv.us/>

2) According to the State PSC, there are 369 regulated water utility entities in West Virginia. Of those 369, the City of Buckhannon ranks #39 in most affordable water services. This means that 330 of the 369 water utilities charge more for their water than does Buckhannon. Buckhannon ranks at the 10.5% level in most affordable water services.

3) Further according to the State PSC, there are 321 regulated sanitary sewer entities in West Virginia. Of those 321, the City of Buckhannon ranks #173 in most affordable sewage services. This means that 172 sewage providers charge less than Buckhannon, & 148 charge more for their sewer services than does Buckhannon. Buckhannon ranks at the 53.9% level in most affordable sewer services.

4) The last water utility increase in Buckhannon was effected by Ordinance No. 392 that was enacted on July 16, 2015, i.e. three & a half years ago.

5) The last sewer utility increase in Buckhannon was effected by Ordinance No. 419 that was enacted on June 1, 2017.

6) The last waste collection (garbage) increase in Buckhannon was effected by ordinance enacted in 2011, more than seven years ago.

7) Our four Utility Boards are all separate & distinct statutory corporations that are prohibited from comingling of finances with General Fund or other Utility Board accounts. Our City is prohibited by state statute from using water, sewer, or waste collection funds to pave streets, operate the public safety complex, build sidewalks, operate the Stockert Youth & Community Center or the Colonial Theatre or the City Dog Park or City library. Only operations related to the Board functions may be sustained by the revenues generated by State approved tariffs.

8) All accounts of the City of Buckhannon are subject to both annual internal & external audits. Our City has never been subject to any cited failure by any auditor for misuse or misappropriation of any utility or general funds, not once, not ever.

9) The mayor of Buckhannon cannot unilaterally establish funding priorities for the General Fund or any Utility Board, as there must be majority support for all expenditures by either the City Council or the appropriate Utility Board considering the matter.

10) Our current Director of Finance & Administration, Amby Jenkins, has been in our City's employ for going on 43 years.

11) The State of West Virginia requires all regulated utilities to maintain a 1/8 reserve, i.e., 12.5% of each utility's operational budget must be held for utility emergencies, etc. In December of 2018, Buckhannon for the first time ever has achieved those reserve requirements.

12) The WV Public Service Commission recommends rate increases every three years for utility operations to remain viable accounting for consistent increased labor & material costs, etc.

Consent Agenda:

F.1 Approval of Minutes-12/20/18 Sanitary Board Meeting

Motion Loftis/Frye to Approve Consent Agenda – Carried unanimously.

Strategic Issues for discussion and vote:

G.1 None

Stormwater:

H.1 Storm Sewer Grant- Mr. Ludlow is encountering some difficulties with the storm sewer grant. Not enough time has been available to complete, and will pursue the opportunity next year.

Mayor McCauley asked if there were any other similar programs, but Mr. Hollen said he wasn't aware of any.

H.2 Letter to WVDNR RE: Environmental Review Request Stormwater Mitigation Project

January 7, 2019

Ms. Barbara Sargent
West Virginia Department of Natural Resources
National Heritage Program
P O Box 67
Ward Road
Elkins, West Virginia 25241

Re: Environmental Review Request
Buckhannon Stormwater Mitigation Project
Buckhannon, Upshur County, West Virginia

Dear Ms. Sargent.

Per the requirements of FEMA Region III, based in Philadelphia, Pennsylvania, please find enclosed the City of Buckhannon's request for an Environmental Review and the necessary support information pertaining to the construction of new storm sewer collection systems in Buckhannon, West Virginia.

- A. **Project Name:** Buckhannon Stormwater Mitigation Project
- B. **Project Contact Person:** Honorable David W. McCauley, Mayor
City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201
304-472-1651, Extension 1002
mccauley.d@wvc.edu
- C. **Project Street Address:** The Buckhannon Stormwater Mitigation Project is located entirely within the City of Buckhannon's Corporation Limits. The Project consists of four (4) separate storm sewer collection systems. Project A is located between Tucker Street and Fayette Street near Ritchie Street. Project B is located near the Locust Street / Kanawha Street intersection. Project C is located on Gum Street. Project D is located between Camden Avenue and Randolph Street near Taylor Street.
- D. **Project Location:** Attached is a map of the Buckhannon USGS Topographic Quadrangle indicating the location of the Stormwater Mitigation Project Area (Attachment D.1).
- E. **Project Description:** As mentioned above, the Buckhannon Stormwater Mitigation Project consists of (4) separate storm sewer collection systems within the City of Buckhannon's Corporation Limits. Below is a brief summary of each of the (4) projects:
1. Project A consists of the construction of approximately 450' of both 18"Ø and 24"Ø High Density Polyethylene (HDPE) storm sewer collection pipes, drop inlets and all necessary appurtenances between Tucker Street and Fayette Street near Ritchie Street.
 2. Project B consists of the construction of approximately 250' of 60"Ø High Density Polyethylene (HDPE) storm sewer collection pipes, drop inlets and all necessary appurtenances near the intersection of Locust Street (Route 20) and Kanawha Street.
 3. Project C consists of the construction of approximately 500' of 48"Ø High Density Polyethylene (HDPE) storm sewer collection pipes, drop inlets and all necessary appurtenances along Gum Street.
 4. Project D consists of the construction of approximately 475' of 24"Ø High Density Polyethylene (HDPE) storm sewer collection pipes, drop inlets and all necessary appurtenances between Camden Avenue and Randolph Street near Taylor Street.
- F. **Date of Construction:** The anticipated start of construction activities is approximately early Summer 2019 and is expected to last until late Fall 2022. However, depending on weather and site conditions, the start of construction activities may be adjusted accordingly.

Enclosed is a check in the amount of \$75.00 to cover all data user fees.

I kindly ask that since the FEMA Grant Application deadline is January 31, 2019, if at all possible, that the WVDNR's review be completed within the next three weeks.

I trust the information contained in this application meets your requirements and if you have any questions or comments, please contact me at your convenience at 304-472-1651, Extension 1006 or via email at jay.hollen@buckhannonwv.org.

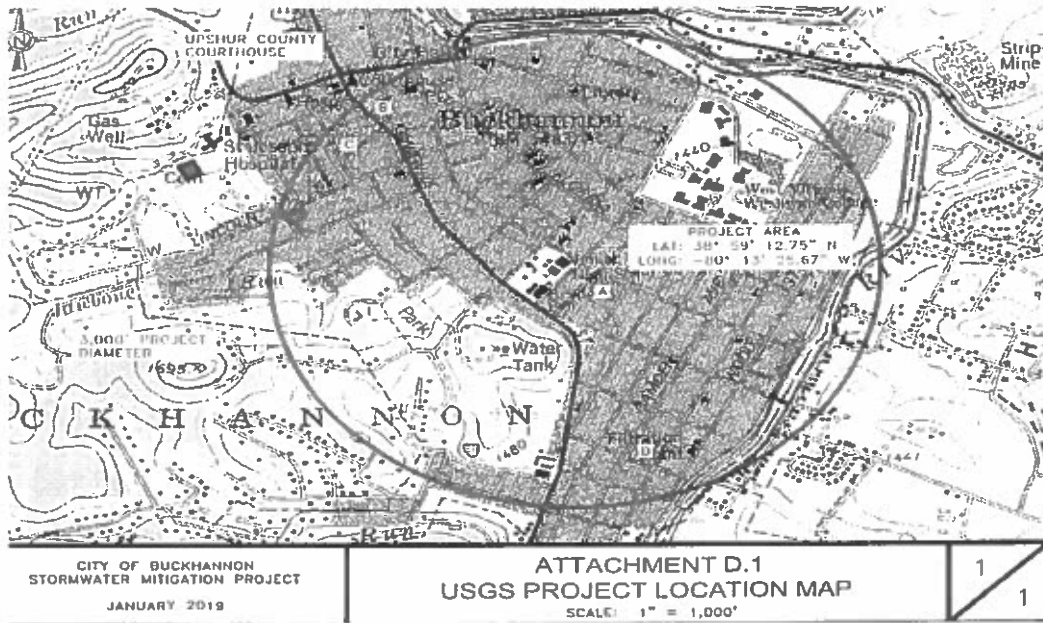
Sincerely,



James S. "Jay" Hollen, III, PE
City Engineer

Attachments: Attachment D.1 - City of Buckhannon Stormwater Mitigation Project - Buckhannon USGS Topographic Quadrangle

c: David McCauley - Mayor
Sanitary Board Members
Jerry Arnold - Director of Public Works
Buck Samples - Storm Sewer Department
Engineering Files



Board Members Comments and Announcements:

- Mr. Loftis – No Comments
- Mr. Frye – No Comments

Executive Session Property Matters Per WV Code §6-9A-4 - Motion Loftis/Frye to proceed to executive session. Carried unanimously.

There being no further business to be conducted; Motion Frye/Loftis to adjourn at 5:30 pm. Motion carried.

Mayor David McCauley

Recorder Colin Reger

