

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, July 16, 2020 at 4:00 p.m. in Council Chambers of City Hall. The following were in attendance:

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Assistant Recorder/Director of Finance	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	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	Absent
City Attorney	Tom O'Neill	Absent
Grants & Information Coordinator	Callie Cronin Sams	Present – by phone

Guests – None

Meeting Agenda Posted 07/13/2020

*To Participate in a Utility Board meeting during the COVID-19 Stay at Home Order,
Please contact us at 304-472-1651 for the GoToMeeting link/access*

**City of Buckhannon Sanitary Board- 4:00pm at City Hall in Council Chambers
Meeting Agenda for Thursday, July 16, 2020**

- A. Call to Order**
 - A.1 Moment of Silence**
 - A.2 Pledge to the Flag of the United States of America**
- B. Recognized Guests**
 - B.1**
- C. Financial Report-Amby Jenkins**
 - D.1 June 2020**
- D. Department Report**
 - E.1 33 West Extension North**
 - E.2 33 West Extension South-JF Allen Co**
 - E.3 Plant Operations- Testing**
 - E.4 Maintenance Crew**
 - E.5 Line Crew**
 - E.6 CSO**
 - E.7 Track Hoe**
- F. Correspondence and Information**
 - E.1 Letter WVML RE: NLC Service Line Warranty Program**
 - E.2 Tennerton P.S.D. Meeting Minutes June 2020**
 - E.3 Letters WVDHSEM RE: Invoice #7 & Change of Scope #1 Budget Revision-Emergency Power Generator FEMA**
 - E.4 Public Service Commission WV RE: Interest to be paid on Customers Deposits**
 - E.5 CityPR: Sewer Line Repair Street Closure-College Ave, Lumber Sts reopen by 07/09/2020**
- F. Consent Agenda**
 - F.1 Approval of Minutes –06/18/2020 Sanitary Board Meeting**
- G. Strategic Issues for Discussion and/or Vote**
 - G.1 Approval to Accept Track Hoe Bid from Cleveland Brothers-Caterpillar**
- H. Stormwater**
- I. Board Members Comments and Announcements**
- J. Adjournment**

Posted 07/13/2020

*****Next Meeting Thursday, August 20, 2020 at the City Hall Council Chambers*****

A. Call to Order - The meeting was called to order by Mayor Skinner.

A.1 Moment of Silence - The Mayor ask for all to join in a Moment of Silence

A.2 Pledge to the Flag of the United States of America – The Pledge was led by Phil Loftis.

B. Recognized Guests

B.1 None

C. Finance Report-Amby Jenkins

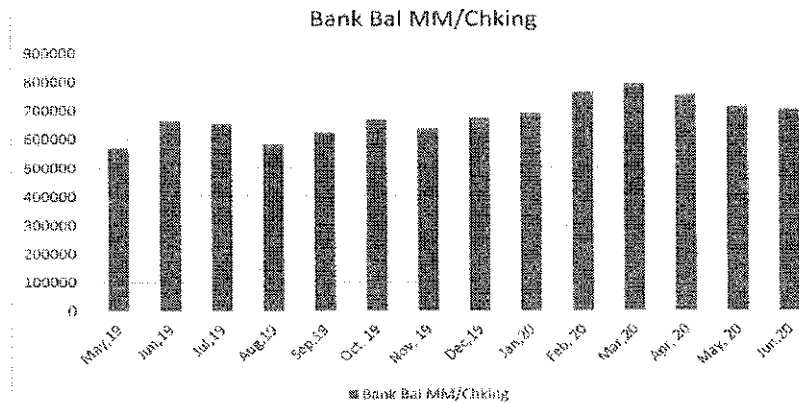
D.1 June 2020

Amby Jenkins reported that we ended the FY with a Money Market Checking Account balance of \$702,326.28 along with the following CD balances:

**SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance June 30, 2020

Money market checking	\$ 702,326.28
CD at FCB \$22,866.14 closed 2-24-20 in MM acct	
CD Investment at FCB \$40,525.69 closed 2/24/20 in MM acct	
CD Investment (Citizens)	\$ 50,971.94
CD Investment (Citizens)	\$102,218.22
CD Investment (Community) 2.48%25mthAug2019	\$100,000.00



Sanitary Department revenues for June 2020 were \$197,193.09 and the expenses were \$201,664.87 (loss of \$4,471.78). Revenues for FY 2019-2020 were \$2,267,776.45 with expenses of \$2,187,045.23 (gain of \$80,731.22). Amby also noted the large expenditures this month include \$35,718.71 to Bywater Insurance for claims not funded & Run Out Invoice; \$1,430.70 to C. I. Thornburg for Risers & Covers; \$1,700.00 to Reliance Laboratories for Chronic Toxicity Tests; \$41,560.45 to J. F. Allen for Corridor H South Project per agreement; \$6,316.80 to Ferguson Waterworks for Pipe for the Weston Road North Project; \$19,551.44 to Bywater Insurance for 06.24.20 Claims Run Paid .07.07.20.

Amby reported that COVID-19 has caused commercial revenues to be down while residential revenues were up. We have seen an overall decrease of about \$10,000. She cautions that we should keep an eye on things so that we do not move into a problem with our finances.

Motion to approve the Finance Report was made by Frye/Loftis. Motion carried.

D. Department Report – Bryan “Buck” Samples provided the following report:

D.1 33 West Extension North -Brian’s crew has continued laying pipe. They are making great progress and have laid 1137 feet of 12-inch SDR pipe.

D.2 33 West Extension South-JF Allen Co – The JF Allen crew has completed sewer line installation and have made a tie-in to our system. They laid 3,233 feet of 10-inch SDR 35 and 400 feet of 4-inch C900 and installed thirteen (13) manholes. They will do testing (Air and Mandrel).

D.3 Plant Operations- Testing - Tests are all within limits. Donny and Dan moved 120 tons of sludge (62 loads) to Bill Rohr’s.



Applicant: BUCKHANNON, CITY OF
 Reference ID: WV0032336 June 2020 (07/15/2020)
 eDMR Worksheet -- WV0032336 - 001
 Status: New

Type: Electronic DMR
 Permit ID: New/Pending

Printed: Jul. 16, 2020 9:22 AM

Lab Performance Analysis

Permit: WV0032336 Outlet No: 001 Type: WWSWAV

163 - BUCKHANNON WASTEWATER TREATM

Retrieve Parameters eDMR Schedule

Parameter	Type	Limits				Other Limits			Units	Frequency	Sample Type	Test Freq	
		Permit	State	Federal	Other	Min	Avg	Max					
00050 (ML) RP-A Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00115 (ML) RP-B Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00116 (ML) RP-C Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00117 (ML) RP-D Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00118 (ML) RP-E Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00119 (ML) RP-F Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00120 (ML) RP-G Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00121 (ML) RP-H Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00122 (ML) RP-I Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00123 (ML) RP-J Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00124 (ML) RP-K Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00125 (ML) RP-L Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00126 (ML) RP-M Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00127 (ML) RP-N Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00128 (ML) RP-O Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00129 (ML) RP-P Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00130 (ML) RP-Q Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00131 (ML) RP-R Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00132 (ML) RP-S Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00133 (ML) RP-T Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00134 (ML) RP-U Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00135 (ML) RP-V Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00136 (ML) RP-W Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00137 (ML) RP-X Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00138 (ML) RP-Y Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00139 (ML) RP-Z Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153

Parameter	Type	Permit	State	Federal	Other	Min	Avg	Max	Units	Frequency	Sample Type	Test Freq	
00140 (ML) RP-AA Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00141 (ML) RP-AB Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00142 (ML) RP-AC Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00143 (ML) RP-AD Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00144 (ML) RP-AE Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00145 (ML) RP-AF Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00146 (ML) RP-AG Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00147 (ML) RP-AH Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00148 (ML) RP-AI Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00149 (ML) RP-AJ Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00150 (ML) RP-AK Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00151 (ML) RP-AL Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00152 (ML) RP-AM Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00153 (ML) RP-AN Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00154 (ML) RP-AO Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00155 (ML) RP-AP Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00156 (ML) RP-AQ Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00157 (ML) RP-AR Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00158 (ML) RP-AS Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00159 (ML) RP-AT Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153
00160 (ML) RP-AU Flow In Clarifier Ch. Treatment Plant Year Round	Reported	N/A	N/A			N/A	Rpt Only Avg. Month	Rpt Only Max. Daily	mgd	0	Conditionals Continuous	Influent	153

REV 5/9
 REVISED 1975

STATE OF WEST VIRGINIA
 SUMMARY OF WASTEWATER TREATMENT PLANT OPERATIONS

Month: Jun-20
 City: Buckhannon, WV.
 Operator: Dan Baker

Date	INFLUENT WASTEWATER					Belt Press			Plant Effluent					Amm. Nit.
	Flow mgd	Temp C	pH	BOD5 mg/l	Flow mgd	Calc. Wet Sludge Added	Pounds Dry Solids Produced	Flow mgd	BOD5 mg/l	Flow mgd	D.O. mg/l	pH		
6/1/20		14.0	7.09	2.0										
6/2/20		15.0	7.12	2.0										
6/3/20	196	188	15.0	7.11	2.0			1.4	2.4				0.094	
6/4/20		15.0	7.12	2.0										
6/5/20		15.0	7.09	2.0										
6/6/20				2.0										
6/7/20				2.0										
6/8/20				2.0										
6/9/20		17.0	7.04	2.0										
6/10/20	160	144	18.0	7.04	2.0	23,010	3,290	0.5	2.2				1.204	
6/11/20		18.0	7.06	2.0										
6/12/20		19.0	7.09	2.0										
6/13/20				2.0										
6/14/20				2.0										
6/15/20		16.0	7.13	2.0										
6/16/20		18.0	7.11	2.0										
6/17/20	110	140	19.0	7.14	2.0	01,388	3,068	2.5	2.3				0.912	
6/18/20		19.0	7.07	2.0										
6/19/20		19.0	7.09	2.0										
6/20/20				2.0										
6/21/20				2.0										
6/22/20		19.0	7.09	2.0		16,015	2,391		31					
6/23/20		19.0	7.08	2.0										
6/24/20	104	190	20.0	7.11	2.0			1.0	2.1				0.952	
6/25/20		20.0	7.10	2.0										
6/26/20		19.0	7.07	2.0										
6/27/20				2.0										
6/28/20				2.0										
6/29/20		19.0	7.13	2.0					27					
6/30/20		20.0	7.09	2.0										
TOTAL		26.137				41,420	11,366							
AVERAGE	144	188	0.871	17.8	7.09	2.0		1.4	2.3	25	8.3	6.90	0.763	
MAXIMUM	196	194	2.310	20.0	7.16	2.0		2.5	2.4	31	9.1	7.14	1.204	
MINIMUM	104	138	0.490	14.0	7.04	2.0		0.5	2.0	19	7.6	6.76	0.094	
LIMITS														
AVG MONTHLY	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	60.0	20.0	400	NA	6.00	4.00	
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA	

D.4 Maintenance Crew - Dave's crew has been repairing street cuts that the line crew had made during the winter months. Because of air lock problems with service water pumps, the crew has been replacing influent piping. We received fittings from C.I. Thornburg that were sized incorrectly. C.I. Thornburg verified this and has agreed to replace the faulty fittings. City Recorder Sanders asked if there was a chance that they would reimburse us for labor costs that we lost due to the incorrectly sized fittings. Buck is going to check with them and report back.

D.5 Line Crew- Kevin's crew answers sewer complaints and has been working on the Zeno Street sewer upgrade, which is 80% complete. Jared Hollen located 1,150 manholes at a 1-inch accuracy. He added pictures for GPS shots. He has corrected the sanitary sewer base map and he is preparing to locate storm sewer drop inlets.

D.6 CSO - Sam Ludlow is working on LTCP.


D.7 Track Hoe- We reviewed the specs on the Case Track Hoe and discovered that State Equipment did not meet all the Specs of the bid. Upon further review of all bids, we determined that the Track Hoe Bid from Cleveland Brothers-Caterpillar did meet the specifications. It was mentioned that the COB has had a great experience with the reliability of CAT equipment; Buck also noted that the CAT is safe Track Hoe to operate because of its weight and stabilization features.

Motion to approve the Track Hoe Bid from Cleveland Brothers-Caterpillar was made by Frye/Loftis. Motion carried.

 CONSTRUCTION EQUIPMENT QUOTATION/OFFER TO SELL AND SECURITY AGREEMENT

TO: CITY OF BUCKHANNON
FLORIDA & MAIN ST
BUCKHANNON, WV 26201

DATE: June 18, 2020

 CONSTRUCTION EQUIPMENT QUOTATION/OFFER TO SELL AND SECURITY AGREEMENT

TO: CITY OF BUCKHANNON
FLORIDA & MAIN ST
BUCKHANNON, WV 26201

DATE: June 18, 2020

ATTENTION:

ONE (1) NEW 2020 CATERPILLAR 313FL 313FL L HEX AM-N BCF1 S/N 8DJE10823, ID# 191601 with 3 approximate hours

REACH BOOM, 15'3" HD CYLINDER, BOOM (W/O BLOC) CYLINDER, STICK (W/O SLIC) JOYSTICK, THUMB WHEEL MAT, FLOOR, RH PEDAL PEDAL, STRAIGHT TRAVEL PILOT LINES, BKT OPEN STO PILOT LINES, BOOM UP STONAB MACHINE CONTROLLER TCS PILOT LINES, TCS CIRCUIT, COMBINED VALVE, HYDRAULIC, TCS REACH BOOM HD PKG STICK, R910" HD AIR CLEANER, STANDARD TRACK, 24" TG (GLT) GUARD, TRACK GUIDING, CENTER PILOT LINES, NO BLADE CATERPILLAR A LINKAGE HYD COUPLER **ORDERED WITH 191601** SIDE CUTTER, GENERAL PURPOSE BKT GD 24" 0.40YD3 312	GUARD, BOTTOM HD GUARD, SWIVEL FRAME, BASE, LONG UIC SWIVEL, STANDARD LINES-HP, REACH BOOM LINES-HP, R910" STICK LINES-QC, REACH BOOM LINES-QC, R910" STICK SUPPORT, AUX LINES, R-BOOM CHANGER, HAND CTRL 2-WAY (ANSI) BUMPER, SIDE STEEL CTRL, CAT PIN GRAB COUPLER ANSI COMBINED CIR STP PKG DECALS, EXTERIOR ANSI DECALS, CAB ANSI LINES, BKT CLOSE PGQC PRODUCT LINK, CELLULAR PL641 ROLL ON-ROLL OFF TIP, PENETRATION PLUS ADVANSYS PIN GROUP, SPARE
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Selling Price: \$146,430.00

Warranty:
STANDARD WARRANTY: 12 MONTH/UNLIMITED HOUR (6 MONTH TRAVEL TIME & MILES INCLUDED)
3 YEARS/600 HOUR EXTENDED POWERTRAIN + HYD WARRANTY + TECH WARRANTY

ONE (1) NEW 2020 EARTHWORKS 2D FRU-7" TOUCH DISPLAY, TD516-LW WTPM, WI-FI & BT S/N N/A

FRU - Electronic Controller, EDS20-W w/WML and Wi-Fi FRU - Sensor Module, GSS20 (S) Core Bundle - Excavator Kit - Base Cab / Platform, Generic, Excavator Kit - Base Arm, Generic, Excavator	Mount - RAM Ratchet Clamp + Belt w/Hardware Bracket - GSSGX (2) Bracket - Display, Magnetic Mount Earthworks Installation & Calibration On Site Operator Training (per day)
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ATTENTION:

Selling Price: \$19,500.00

Options:

FRU - Laser Catcher, LC450 \$1,025.00

Kit - Add-on Laser Catcher, Generic, Excavator \$250.00

Equipment Summary:

ONE (1) NEW 2020 CATERPILLAR 313FL 313FL L HEX AM-N BCF1 S/N 8DJE10823, ID# 191601 with 3 approximate hours \$148,430.00

ONE (1) NEW 2020 EARTHWORKS 2D FRU-7" TOUCH DISPLAY, TD516-LW WTPM, WI-FI & BT S/N N/A \$19,500.00

Finance Summary:

Selling Price \$167,930.00

Net Selling Price \$167,930.00

Remarks:

The Mayor and Board members were thankful to Buck for the great report that he gave that helped them with this decision.

E. Correspondence and Information

E.1 Letter WVML RE: NLC Service Line Warranty Program



T2 P1 162 *****AUF0**BANKED AADD 326
 David McDauley
 Mayor
 City of Buckhannon-WV
 70 E Main St
 Buckhannon, WV 26201-2274

July 7, 2020

Dear David:

With the current challenges we are facing, it is more important than ever that we have solutions to ensure the safety and livability of our citizens' homes and help residents avoid unexpected household repair expenses. The West Virginia Municipal League (WVML) is pleased to, once again, endorse the National League of Cities (NLC) Service Line Warranty Program, a program providing this protection to homeowners, as a preferred program partner this year.

Offered at no cost to League members, the NLC Service Line Warranty Program educates homeowners about their service line responsibilities and provides optional, affordable protection from unanticipated service line repair costs. Homeowners in participating municipalities are eligible to purchase low-cost repair service plans for broken or leaking outside water and sewer lines, covering up to \$8,500 per occurrence.

Benefits to residents and municipalities include:

- Educates homeowners and reduces local officials' frustration
- No cost for West Virginia cities to participate
- Revenue share component to help drive dollars back to the city
- Affordable rates for residents
- Increases citizen satisfaction

Important features of the program:

1. Program pays for the repairs, not your residents
2. Customers are provided with a 24/7/365 repair hotline staffed with five agents
3. All repairs performed to local code by rigorously vetted, licensed and insured local-area contractors
4. Encompasses all aspects of administration – educational outreach, billing, customer service, repairs, customer satisfaction measurement and partner reporting

Twenty-three West Virginia municipalities currently offer the program, which has saved West Virginia homeowners over \$1 million in repair costs over the past three years. This is the only program of its kind endorsed by the National League of Cities and multiple state leagues.

The program is offered by HomeServe, a leading provider of home repair solutions in North America with an outstanding national reputation. We encourage you to consider joining over 650 U.S. municipalities in adopting the NLC Service Line Warranty Program for your citizens.

For more information, please contact Emille Zalfini of HomeServe. She can be reached at 724-748-1060 or Emille.Zalfini@homeserveusa.com. Their website is www.NLC.org/serviceline.

Sincerely,

Travis L. Blosser
 Executive Director
 West Virginia Municipal League

E.2 Tennerton P.S.D. Meeting Minutes June 2020

Tennerton Public Service District
 Monthly Meeting
 June 10, 2020

The regular monthly meeting of the Tennerton Public Service District was held at the District office at 188 Fayette Street, Buckhannon West Virginia on June 10, 2020.

In attendance were Joe Tenney, John Barnes, Terry Gould, and Vickie Dean. Elmer Tenney was absent.

The meeting was called to order promptly at 2:00 pm by Joe Tenney chairman. The minutes of the previous meeting held on May 13, 2020 were not read.

Terry Gould presented the monthly financial reports and the bills to be paid. A motion to pay the invoices was made by Joe Tenney and seconded by John Barnes.

The board reviewed and approved the previous month's credit memos.

Terry Gould reported on the following:

- *Property evaluation for insurance. Murphy Mart Station has been added. This will probably increase our rates. We also need to add Sunny Buck Station.
- *Nothing further has been heard from Charles Smith complaint since the rebuttal has been written.
- *Rizo Engineering Firm- Original estimate was for \$9500.00 for everything. We have not received the as-built drawings. We will require the drawings before paying the balance.
- *Stoney Run- Road boar for Kevin Shannon, right side to left side. We've spent \$4500.00. It will cost \$3500.00 to rent a boar machine. PSC says "We have to provide a tap at his property"
- *We purchased a 2 ½ inch punch/gofer for \$2000.00 from Nelson John's.
- *Hickory Flat Project-Annual report will be complete in July. We will need to increase our rate before Hickory Flat project starts.

E.3 Letters WVDHSEM RE: Invoice #7 & Change of Scope #1 Budget Revision- Emergency Power Generator FEMA

July 5, 2020

Mr. Dale Hatfield - Hazard Mitigation Project Officer
West Virginia Division of Homeland Security &
Emergency Management
1703 Coonskin Drive
Charleston, West Virginia 25311

Re: City of Buckhannon
DHS / FEMA Region III Hazard Mitigation Project
Installation and Securing of Emergency Power Generation
and Manual Transfer Switches
Hazard Mitigation Program FEMA-DR-4273-WV-0035
Invoice No. 7


Dear Mr. Hatfield,

As part of the requirements of the DHS / FEMA Region III Hazard Mitigation Project grant, the City of Buckhannon (City) is submitting Invoice No. 7 in the amount of \$1,676.31 associated with the above-referenced project for engineering, design and project management services completed from June 1, 2020 through June 30, 2020.

The Project Management services that were performed include the updating of the Work Completed to Date spreadsheet and the preparing & submitting of Grant 2 (-0035) Invoice No. 6. The total costs associated with the Project Management services for this invoicing period is \$194.29. Engineering services including detailed design of generator lift stations, site plans, development of project specifications and preliminary work on the Bid Package. The total costs associated with engineering and design for this invoicing period is \$1,482.02.

If you have any questions or comments regarding the information contained in this letter, please contact me at your convenience at (304) 472-1631, extension 1006 or via email at jay.hollen@buckhannonwv.org.

Sincerely,


James S. Hollen, III, PE
City Engineer

Attachments: Work Completed to Date in 2nd Quarter 2020 Summary
Labor and Equipment Cost Summary - Engineering & Project Management Services - July 3, 2020
Payroll Time Sheet Information

c: Mayor Robert N. Skinner, III
Members of the City Council, the Sanitary Board and the Water Board
Buck Samples - Sanitary Department Superintendent
Kelly Arnold - Water Department Superintendent

July 9, 2020

Mr. Dale Hatfield - Hazard Mitigation Project Officer
West Virginia Division of Homeland Security &
Emergency Management
1703 Coonskin Drive
Charleston, West Virginia 25311

Re: City of Buckhannon
DHS / FEMA Region III Hazard Mitigation Project
Installation and Securing of Emergency Power Generation
Hazard Mitigation Program FEMA-DR-4273-WV-0035
Change of Scope Request No. 1 - Budget Revision

Dear Mr. Hatfield,

Per recent telephone and email discussions pertaining to the above-referenced Hazard Mitigation Program Project (Project), I am submitting *Change of Scope Request No. 1 - Budget Revision* on behalf of the City of Buckhannon (City) to you for your review and consideration.

While preparing the Construction Specifications and other Contract-related documents that will be used for the Project, I noticed that eleven (11) of the manual transfer switches to be installed at various pump station locations were all sized at either 60 amps (60A) or 100A each. Knowing that the 11 pump stations were not all of the same size (horsepower, amperage, electrical requirements, etc.), additional research & investigation was conducted at all seventeen (17) locations identified in the Project and it was discovered that five (5) automatic transfer switches, 11 manual transfer switches and the electrical service entrance at the Water Treatment Plant were incorrectly sized. The following is a brief summary of the results of the additional research & investigation at the sites where either the transfer switches or the electrical service entrance were incorrectly sized:

Location	Type	Original Amperage	Revised Amperage	Additional Cost
Water Treatment Plant	Service Entrance	N/A	N/A	\$ 2,500.00
Brooke Street PS	Automatic Transfer Switch	60A	100A	\$ 2,645.00
East Main Street	Automatic Transfer Switch	100A	260A	\$ 6,302.50
Elias Street	Automatic Transfer Switch	100A	400A	\$ 6,785.50
Vicksburg	Automatic Transfer Switch	100A	400A	\$10,752.50
Wood / Ritchie Street	Automatic Transfer Switch	60A	260A	\$ 8,245.00
Brushy Fork	Manual Transfer Switch	60A	100A	\$ 2,114.50
Deanville	Manual Transfer Switch	60A	100A	\$ 2,114.50

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E.4 Public Service Commission WV RE: Interest to be paid on Customers Deposits

ORDER

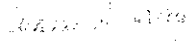
IT IS THEREFORE ORDERED that utilities shall pay interest on customer deposits only for the full months in between the month the deposit was made and the month the deposit is returned.

IT IS FURTHER ORDERED that the February 24, 2020 Orders shall remain in full force and effect in all other respects.

IT IS FURTHER ORDERED that this proceeding shall be removed from the Commission docket of active cases on entry of this Order.

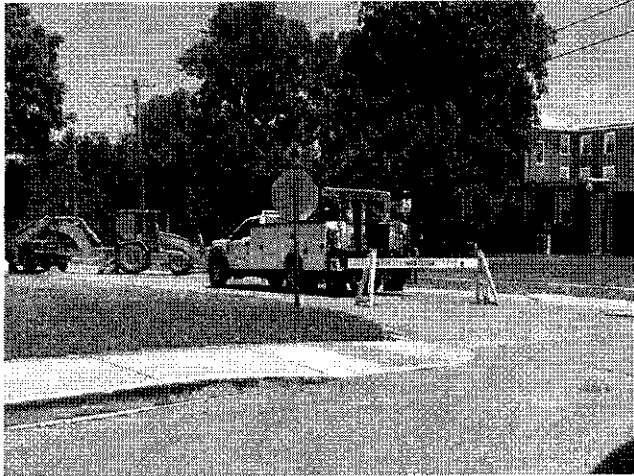
IT IS FURTHER ORDERED that the Commission Executive Secretary shall email a copy of this order to all electric, gas, sewer, telephone, and water utilities, including public service districts operating in West Virginia to the extent that email addresses are maintained by the Executive Secretary for these utilities. A copy of this order shall also be served by United States first class mail on all gas, electric, telephone, water, and sewer utilities that have not provided the Commission with an email address and on Commission Staff by hand delivery.

A True Copy, Teste.


Connie Graley, Executive Secretary

E.5 CityPR: Sewer Line Repair Street Closure-College Ave, Lumber Sts reopen by 07/09/2020

STREET CLOSED TEMPORARY ADVISORY



Corner of E.Main Street and College Avenue. This section of College Avenue is closed until through Thursday, July 9, 2020, for street repairs.

July 7, 2020

Buckhannon, WV: The Buckhannon Sewer Department has closed a portion of College Avenue, between E. Main Street and Lumber Street, to conduct necessary street repairs in that area. The project, which was initiated today, Tuesday, July 7, is expected to be completed by Thursday, July 9, 2020.

Thank you for your patience while the construction work is underway.

Media: Callie Cronin Sams, callie.csams@buckhannonwv.org or (304) 472-1651.

F. Consent Agenda

G. 1 Approval of Minutes - 06/18/2020 Sanitary Board Meeting

Motion to approve the Minutes of the 06/18/2020 Sanitary Board Meeting was made by Frye/Loftis. Motion carried.

G. Strategic Issues for Discussion and/or Vote

G.1 Approval to Accept Track Hoe Bid from Cleveland Brothers-Caterpillar - Discussed and acted upon earlier.

H. Stormwater - College Avenue and Henry Street have had cut repairs made. Discussion of the future Taylor Street Storm Water Drain Extension took place.

I. Board Members Comments and Announcements:

- **Board Member Frye** – Nothing additional.
- **Board Member Loftis** – Nothing additional.
- **City Recorder Sanders** – Nothing additional.
- **City Engineer Hollen** – Nothing additional.
- **Director of Public Works Arnold** - Nothing additional.
- **Buck Samples** – Nothing additional.
- **Mayor Skinner** – Nothing additional.

J. Adjournment

There being no further business to be transacted; Motion to adjourn at 4:40 pm by Loftis/Frye. Motioned carried.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
