

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, February 18, 2021 at 4:00 p.m. in Council Chambers of City Hall. The following were in attendance (GoToMeeting – GTM):

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 – by GTM
Board Member	Gene Frye	Present
Board Member	Phil Loftis	Present – by GTM
Sanitary Superintendent	Bryan “Buck” Samples	Present – by phone
Plant Engineer	Sam Ludlow	Absent
City Attorney	Tom O’Neill	Present – by GTM

Guests – None

***City of Buckhannon Sanitary Board – 4:00pm at City Hall in Council Chambers
Meeting Agenda for Thursday, February 18, 2021***

- 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 Gary Harman-Leak Adjustment-Island Avenue
- C. Finance Report-Amby**
 - C.1 January 2021
- D. Department Report**
 - D.1 33 West Extension North
 - D.2 33 West Extension South-JF Allen Co
 - D.3 Plant Operations-Testing
 - D.4 Maintenance Crew
 - D.5 Line Crew
 - D.6 CSO-LTCP
 - D.7 North Spring St
 - D.8 FEMA Emergency Power Generators Hazard Mitigation Project Grant No. 2 Bid Opening Results-Unofficial
- E. Stormwater**
 - E.1 Buck’s Report
- F. Correspondence and Information**
 - F.1 Tennerton P.S.D. Meeting Minutes January 2021
 - F.2 Letter to Division of Water & Waste Management RE: Submission of the Updated CSO
- G. Consent Agenda**
 - G.1 Approval of Minutes –01/21/2021 Sanitary Board Meeting
- H. Strategic Issues for Discussion and/or Vote**
 - H.1 Request Leak Adjustment –Gary Harman-Island Avenue
 - H.2 Continued Discussion/Possible Vote-Wimer Avenue-Cost & Road Maintenance Agreement
- I. Board Members Comments and Announcements**
- J. Adjournment**

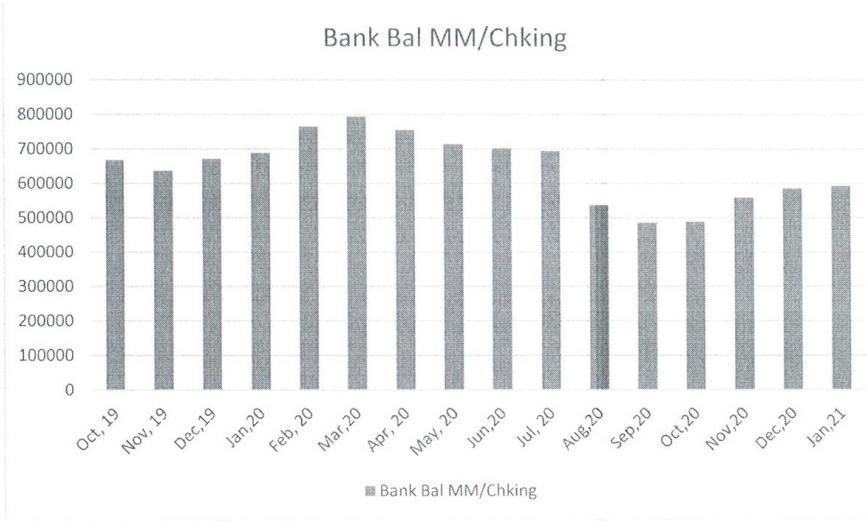
Posted 02/12/2021

- A. Call to Order** - The meeting was called to order by Mayor Robbie Skinner.
- A.1 Moment of Silence** – The Mayor asked for all to join him in a Moment of Silence keeping Council members Jack Reger, Mary Albaugh and Pam Bucklew in our thoughts and prayers.
- A.2 Pledge to the Flag of the United States of America** – The Pledge was led by Mayor Skinner.
- B. Recognized Guests**
B.1 None
- C. Finance Report-Amby Jenkins**
C.1 January 2021 – Amby provided the January finance report as follows:

SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance January 31, 2021

Money market checking	\$ 592,709.09
CD Investment (Citizens)	\$ 50,971.94
CD Investment (Citizens)	\$102,218.22
CD Investment (Community) 2.48%25mthAug2019	\$100,000.00



STORMWATER FUND
Balance January 31, 2021 \$71,172.79

\$75,000 still due from General Fund/Sales Tax

2-18-2021 08:33 AM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JANUARY 31ST, 2021				
401-SANITARY		% OF YEAR COMPLETED: 58.33				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
401-343-000-00 SEWER TAPS	1,000	0.00	2,160.00	0.00 (1,160.00)	216.00
TOTAL OTHER FEES	1,000	0.00	2,160.00	0.00 (1,160.00)	216.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,708,000	148,628.68	1,066,129.66	0.00	641,870.34	62.42
TOTAL UTILITY BILLINGS	1,708,000	148,628.68	1,066,129.66	0.00	641,870.34	62.42
HEALTH AND SAFETY						
401-351-000-00 BF SURCHARGE BILLING	9,000	0.00	3,052.12	0.00	5,947.88	33.91
401-352-000-00 INCOME FROM TENNERTON PSD	170,000	16,809.29	223,537.78	0.00 (53,537.78)	131.49
TOTAL HEALTH AND SAFETY	179,000	16,809.29	226,589.90	0.00 (47,589.90)	126.59
CHARGES FOR SERVICES						
401-362-000-00 DUE FROM GEN FUND-STORM S	50,000	0.00	0.00	0.00	50,000.00	0.00
401-362-000-01 SEPTAGE HAULERS	30,000	2,625.00	36,233.00	0.00 (6,233.00)	120.78
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	27,500.00	0.00 (27,500.00)	0.00
401-362-000-03 RT. 20 NORTH SEWER EXTENS	0	0.00	0.00	0.00	0.00	0.00
401-362-000-04 JAWBONE RUN PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-362-000-05 IJDC GRANT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	80,000	2,625.00	63,733.00	0.00	16,267.00	79.67
GRANTS						
401-368-000-02 CONTRIB IN AID CONSTRUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	0	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES						
401-370-000-01 LATE CHARGES	23,000	2,451.74	18,572.38	0.00	4,427.62	80.75
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,451.74	18,572.38	0.00	4,427.62	80.75
OTHER REVENUE						
401-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
401-380-000-00 INTEREST	350	0.00	122.42	0.00	227.58	34.98
401-380-000-01 SALE OF ASSETS	0	0.00	0.00	0.00	0.00	0.00
401-381-000-00 SERVICES OF FLUSHER TRUCK	1,500	0.00	0.00	0.00	1,500.00	0.00
401-399-000-00 MISCELLANEOUS	1,000	0.00	4,501.94	0.00 (3,501.94)	450.19
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,850	0.00	4,624.36	0.00 (1,774.36)	162.26
TOTAL REVENUE	1,993,850	170,514.71	1,381,809.30	0.00	612,040.70	69.30

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
POWER/FUEL/UTILITY =====						
SALARIES & BENEFITS						
401-711-113-00 PLANT POWER	60,000	5,294.43	35,372.47	0.00	24,627.53	58.95
TOTAL SALARIES & BENEFITS	60,000	5,294.43	35,372.47	0.00	24,627.53	58.95
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	25,000	4,418.20	13,610.12	0.00	11,389.88	54.44
TOTAL CONTRACTUAL SERVICES	25,000	4,418.20	13,610.12	0.00	11,389.88	54.44
COMMODITIES						
401-711-313-00 VICKSBURG	16,000	3,831.08	7,440.96	0.00	8,559.04	46.51
TOTAL COMMODITIES	16,000	3,831.08	7,440.96	0.00	8,559.04	46.51
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	7,000	1,348.82	3,205.39	0.00	3,794.61	45.79
TOTAL CAPITAL OUTLAY	7,000	1,348.82	3,205.39	0.00	3,794.61	45.79
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	249.67	1,107.61	0.00	1,892.39	36.92
TOTAL CONTRIBUTIONS	3,000	249.67	1,107.61	0.00	1,892.39	36.92
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	203.01	711.87	0.00	888.13	44.49
401-711-713-00 DEANVILLE	1,000	198.77	387.90	0.00	612.10	38.79
401-711-813-00 ISLAND AVENUE	500	323.40	410.18	0.00	89.82	82.04
401-711-913-00 MADISON STREET	450	51.42	181.33	0.00	268.67	40.30
401-711-914-00 TJM SEWAGE STATION	560	63.69	257.51	0.00	302.49	45.98
401-711-915-00 WESTON ROAD	600	121.30	315.70	0.00	284.30	52.62
401-711-916-00 HAMPTON INN PS	350	141.68	297.36	0.00	52.64	84.96
401-711-917-00 BRUSHY FORK PS	570	93.83	202.27	0.00	367.73	35.49
401-711-918-00 RT 20 SEWER PUMP STATION	200	5.00	48.98	0.00	151.02	24.49
401-711-919-00 1 BUCKHANNON RD	260	1.90	71.54	0.00	188.46	27.52
401-711-920-00 PLANT VEHICLES-2,3,8	25,000	932.01	9,165.83	0.00	15,834.17	36.66
401-711-920-01 TENNERTON INTERCEPTOR	5,300	357.45	2,747.10	0.00	2,552.90	51.83
401-711-920-02 NATURAL GAS	2,000	891.00	1,380.84	0.00	619.16	69.04
401-711-921-00 BROOKE ST PUMP STA	3,200	324.33	1,744.51	0.00	1,455.49	54.52
401-711-922-00 INDUSTRIAL PK PS	0	0.00	0.00	0.00	0.00	0.00
401-711-923-00 65-67 CLEVELAND AVE	500	55.01	328.88	0.00	171.12	65.78
TOTAL NON-OPERATING EXPENSES	42,090	3,763.80	18,251.80	0.00	23,838.20	43.36
TOTAL POWER/FUEL/UTILITY	153,090	18,906.00	78,988.35	0.00	74,101.65	51.60
UNIFORMS =====						

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	7,100	787.75	4,974.98	0.00	2,125.02	70.07
TOTAL COMMODITIES	7,100	787.75	4,974.98	0.00	2,125.02	70.07
TOTAL UNIFORMS	7,100	787.75	4,974.98	0.00	2,125.02	70.07
LINES =====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	5,000	69.84	1,677.29	45.88	3,276.83	34.46
TOTAL SALARIES & BENEFITS	5,000	69.84	1,677.29	45.88	3,276.83	34.46
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	35,000	3,543.66	31,326.83	676.66	2,996.51	91.44
TOTAL CONTRACTUAL SERVICES	35,000	3,543.66	31,326.83	676.66	2,996.51	91.44
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	2,000	0.00	2,938.75	0.00	(938.75)	146.94
TOTAL COMMODITIES	2,000	0.00	2,938.75	0.00	(938.75)	146.94
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	30,000	668.30	4,577.56	162.25	25,260.19	15.80
TOTAL CAPITAL OUTLAY	30,000	668.30	4,577.56	162.25	25,260.19	15.80
TOTAL LINES	72,000	4,281.80	40,520.43	884.79	30,594.78	57.51
PLANT =====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	12,000	360.72	4,578.39	179.04	7,242.57	39.65
TOTAL SALARIES & BENEFITS	12,000	360.72	4,578.39	179.04	7,242.57	39.65
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	13,000	50.00	4,865.51	7.99	8,126.50	37.49
TOTAL CONTRACTUAL SERVICES	13,000	50.00	4,865.51	7.99	8,126.50	37.49
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	30,000	265.00	13,602.85	(7,589.41)	23,986.56	20.04
TOTAL COMMODITIES	30,000	265.00	13,602.85	(7,589.41)	23,986.56	20.04
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	45,000	0.00	16,458.45	0.00	28,541.55	36.57
TOTAL CAPITAL OUTLAY	45,000	0.00	16,458.45	0.00	28,541.55	36.57

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY % OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	7,200	439.82	3,111.55	0.00	4,088.45	43.22
TOTAL CONTRIBUTIONS	7,200	439.82	3,111.55	0.00	4,088.45	43.22
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	112.67	4,713.87	0.00	7,286.13	39.28
401-714-743-00 TELEMETRY	2,000	179.70	1,437.60	0.00	562.40	71.88
TOTAL NON-OPERATING EXPENSES	14,000	292.37	6,151.47	0.00	7,848.53	43.94
TOTAL PLANT	121,200	1,407.91	48,768.22 (7,402.38)	79,834.16	34.13
SALARIES PLANT/LINES						
=====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	279,000	26,897.91	194,360.68	0.00	84,639.32	69.66
401-715-101-01 PLANT COMPENSA ABSENCES	0	0.00	0.00	0.00	0.00	0.00
401-715-101-10 CAPTLIZ SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-103-00 LINE LABOR	480,000	25,958.02	198,421.81	0.00	281,578.19	41.34
401-715-103-01 LINE COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-715-103-10 CAPITLIZE SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-715-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-715-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	759,000	52,855.93	392,782.49	0.00	366,217.51	51.75
CONTRACTUAL SERVICES						
401-715-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES PLANT/LINES	759,000	52,855.93	392,782.49	0.00	366,217.51	51.75
SALARIES BOARD/OFFICE						
=====						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	7,000.00	0.00	5,000.00	58.33
401-716-101-01 COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-103-00 OFFICE/CLERK ADM SALARIES	118,442	10,137.72	73,081.15	0.00	45,360.85	61.70
401-716-103-01 OFFICE COMP ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-716-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-716-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	130,442	11,137.72	80,081.15	0.00	50,360.85	61.39

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY % OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL CONTRACTUAL SERVICES	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL SALARIES BOARD/OFFICE	133,442	11,137.72	80,081.15	0.00	53,360.85	60.01
FICA/INSURANCE						
=====						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	68,500	4,919.15	36,347.41	0.00	32,152.59	53.06
401-718-105-00 HEALTH INSURANCE	181,874	10,359.75	152,340.57	0.00	29,533.43	83.76
TOTAL SALARIES & BENEFITS	250,374	15,278.90	188,687.98	0.00	61,686.02	75.36
TOTAL FICA/INSURANCE	250,374	15,278.90	188,687.98	0.00	61,686.02	75.36
RETIREMENT						
=====						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	88,300	6,040.69	45,115.21	0.00	43,184.79	51.09
TOTAL SALARIES & BENEFITS	88,300	6,040.69	45,115.21	0.00	43,184.79	51.09
TOTAL RETIREMENT	88,300	6,040.69	45,115.21	0.00	43,184.79	51.09
UNEMPLOYMENT/COMPENSATION						
=====						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	0	1,216.85	11,805.28	0.00 (11,805.28)	0.00
TOTAL CONTRACTUAL SERVICES	0	1,216.85	11,805.28	0.00 (11,805.28)	0.00
TOTAL UNEMPLOYMENT/COMPENSATION	0	1,216.85	11,805.28	0.00 (11,805.28)	0.00
BILLING/COMPUTER/DEP INT						
=====						
CONTRACTUAL SERVICES						
401-783-232-00 MUN BOND FEES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
COMMODITIES						
401-783-341-00 BILLING & COLLECTING	40,000	3,322.44	26,835.14	0.00	13,164.86	67.09
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	2,100.00	0.00	1,500.00	58.33
401-783-342-00 NEW COMPUTER CAPITAL OUTL	17,500	385.84	2,700.88	0.00	14,799.12	15.43

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	1,000	952.83	1,197.53	0.00	(197.53)	119.75
TOTAL COMMODITIES	62,100	4,961.11	32,833.55	0.00	29,266.45	52.87
NON-OPERATING EXPENSES						
401-783-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BILLING/COMPUTER/DEP INT	62,100	4,961.11	32,833.55	0.00	29,266.45	52.87
OFFICE EXPENSE						
=====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	25,000	2,834.75	15,781.30	0.00	9,218.70	63.13
TOTAL COMMODITIES	25,000	2,834.75	15,781.30	0.00	9,218.70	63.13
TOTAL OFFICE EXPENSE	25,000	2,834.75	15,781.30	0.00	9,218.70	63.13
PSC ASSESS/DNR PERMIT						
=====						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	6,500	0.00	5,196.72	0.00	1,303.28	79.95
401-797-117-00 DNR PERMIT	3,000	0.00	2,100.00	0.00	900.00	70.00
TOTAL SALARIES & BENEFITS	9,500	0.00	7,296.72	0.00	2,203.28	76.81
TOTAL PSC ASSESS/DNR PERMIT	9,500	0.00	7,296.72	0.00	2,203.28	76.81
PROPERTY INSURANCE						
=====						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	46,500	0.00	25,140.10	0.00	21,359.90	54.06
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	46,500	0.00	25,140.10	0.00	21,359.90	54.06
TOTAL PROPERTY INSURANCE	46,500	0.00	25,140.10	0.00	21,359.90	54.06
RENTS						
=====						
CONTRACTUAL SERVICES						
401-803-219-00 RENTS	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CONTRACTUAL SERVICES	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL RENTS	10,000	0.00	0.00	0.00	10,000.00	0.00

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PROFESSIONAL						
=====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSIONAL SERVICES	44,500	8,235.00	11,798.15	0.00	32,701.85	26.51
TOTAL CONTRACTUAL SERVICES	44,500	8,235.00	11,798.15	0.00	32,701.85	26.51
TOTAL PROFESSIONAL	44,500	8,235.00	11,798.15	0.00	32,701.85	26.51
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	113,499.24	0.00	57,500.76	66.37
TOTAL SALARIES & BENEFITS	171,000	14,144.97	113,499.24	0.00	57,500.76	66.37
TOTAL BOND A	171,000	14,144.97	113,499.24	0.00	57,500.76	66.37
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	2,253.00	18,078.06	0.00	9,921.94	64.56
TOTAL SALARIES & BENEFITS	28,000	2,253.00	18,078.06	0.00	9,921.94	64.56
TOTAL BOND B	28,000	2,253.00	18,078.06	0.00	9,921.94	64.56
CAPITAL/PROJECTS						
=====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	152,944	0.00	5,210.98	0.00	147,733.02	3.41
401-997-451-01 STORMWATER	0	0.00	0.00	0.00	0.00	0.00
401-997-451-02 BELT PRESS PROJECT	26,600	2,210.60	15,474.20	0.00	11,125.80	58.17
401-997-451-03 BROOK ST/PS SEWER UPGRADE	0	0.00	0.00	0.00	0.00	0.00
401-997-451-04 FEMA GENERATOR	0	0.00	0.00	0.00	0.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	0	0.00	19.62	0.00	(19.62)	0.00
401-997-453-00 STORM SEWER PROJECTS	0	0.00	796.99	0.00	796.99	0.00
401-997-454-00 NEW EQUIPMENT-CAPITAL	53,100	4,109.97	32,067.57	0.00	21,032.43	60.39
401-997-454-01 NEW EQUIP-BORE MACHINE	35,000	0.00	39,139.75	(39,139.75)	35,000.00	0.00
401-997-455-00 SEWER UPGRADE-CAPITAL	100,000	0.00	71,017.44	0.00	28,982.56	71.02
401-997-456-00 WESTON ROAD NORTH SIDE	115,000	695.69	22,171.04	0.00	92,828.96	19.28
401-997-456-01 WESTON RD -SOUTH SIDE	42,000	0.00	2,880.34	0.00	39,119.66	6.86
401-997-457-00 CAPITAL PURCHASE	180,000	0.00	167,930.00	0.00	12,070.00	93.29
401-997-458-00 EXP BRUSHY FRK TO GEN FUN	8,100	0.00	0.00	0.00	8,100.00	0.00
401-997-499-00 MISCELLANEOUS PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	712,744	7,016.26	356,707.93	(39,139.75)	395,175.82	44.56

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

401-SANITARY

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-997-570-00 DEPRECIATION CURRENT YEAR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL/PROJECTS	712,744	7,016.26	356,707.93 (39,139.75)	395,175.82	44.56
DEPREC/AMORT/CONSTR						
=====						
CAPITAL OUTLAY						
401-999-459-00 DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
401-999-460-00 AMORTIZATION	0	0.00	0.00	0.00	0.00	0.00
401-999-461-00 ADVANCE FOR CONSTRUCTION	0	0.00	0.00	0.00	0.00	0.00
401-999-462-00 CONTRIBUTION BUDGETED TO	0	0.00	0.00	0.00	0.00	0.00
401-999-465-00 REPAY LOAN - CITY OF BUCK	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS						
401-999-504-63 AMORT ISSUE COST (96 BOND	0	0.00	0.00	0.00	0.00	0.00
401-999-504-65 BOND ISSUANCE COST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPREC/AMORT/CONSTR	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,693,850	151,358.64	1,472,859.14 (45,657.34)	1,266,648.20	52.98
REVENUE OVER/(UNDER) EXPENDITURES	(700,000)	19,156.07 (91,049.84)	45,657.34 (654,607.50)	6.48

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

PAGE: 2

426-STORMWATER FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
INTRAFUND CONTR/CHARGES						
426-369-000-00 CONTRIB FROM GEN FUND	0	0.00	75,050.00	0.00 (75,050.00)	0.00
TOTAL INTRAFUND CONTR/CHARGES	0	0.00	75,050.00	0.00 (75,050.00)	0.00
TOTAL REVENUE	0	0.00	75,050.00	0.00 (75,050.00)	0.00

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

426-STORMWATER FUND

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater						
=====						
SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	0	349.22	1,389.01	0.00 (1,389.01)	0.00
426-805-104-00 STORMWATER FICA	0	26.82	106.64	0.00 (106.64)	0.00
426-805-106-00 STORMWATER RET	0	34.92	138.89	0.00 (138.89)	0.00
TOTAL SALARIES & BENEFITS	0	410.96	1,634.54	0.00 (1,634.54)	0.00
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	0	1,150.00	1,630.52	0.00 (1,630.52)	0.00
TOTAL COMMODITIES	0	1,150.00	1,630.52	0.00 (1,630.52)	0.00
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL stormwater	0	1,560.96	3,265.06	0.00 (3,265.06)	0.00
TOTAL EXPENDITURES	0	1,560.96	3,265.06	0.00 (3,265.06)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0 (1,560.96)	71,784.94	0.00 (71,784.94)	0.00

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AP 01-01-2021 TO 01-31-2021

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-713-00	DEANVILLE	110086407977 DEANVILLE	51.43
		711-313-00	VICKSBURG	110086525471 SYCAMORE	1,100.67
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	56.04
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	101.10
		711-915-00	WESTON ROAD	110087676356 WESTON RD	121.30
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	93.83
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	4,418.20
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	18.02
		711-713-00	DEANVILLE	110086407977 DEANVILLE	147.34
		711-313-00	VICKSBURG	110086525471 SYCAMORE	2,730.41
		711-913-00	MADISON STREET	110087327497 RANDOLPH	51.42
		711-513-00	WOOD/RITCHEE STS	110086976856 WOOD	249.67
		711-413-00	EAST MAIN ST	110084766556 E MAIN	1,348.82
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	85.64
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	222.30
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	63.69
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	5.00
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	5,294.43
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	203.01
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	1.90
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	324.33

\$2,390.04 - Ferguson Waterworks - Pipe for restock
\$8,235.00 - Richard Tsent CPA - Year end closing & Psc Reports

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AP 01-01-2021 TO 01-31-2021

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	36.99
	LYKINS OIL COMPANY	711-920-00	PLANT VEHICLES-2,3,8	SAN DEC 2020 FUEL BILL	932.01
	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	WESTON RD BILLING DEC 2020	357.45
	GREYLOCK PIPELINE, LLC	711-920-02	NATURAL GAS	NOV 2020 SALES	891.00
			TOTAL:		18,906.00
UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT DEC 2020 UNIFORMS	787.75
			TOTAL:		787.75
LINES	FISHER AUTO PARTS INC	713-443-00	EQUIPMENT & MAINTENA	BLOWER MOTOR	48.86
		713-443-00	EQUIPMENT & MAINTENA	WIPERS	21.66
	RITE-WAY HEATING & PLUMBING	713-243-00	SUPPLIES LINES	FITTINGS	116.48
	FRANK WARE'S SEPTIC SERVICE	713-243-00	SUPPLIES LINES	PUMPED OUT MAN HOLE	250.00
	THE C.I. THORNBURG CO., INC.	713-243-00	SUPPLIES LINES	FAST PLUG	192.00
		713-243-00	SUPPLIES LINES	FAST PLUG	32.00
	NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENA	BATTERIES	189.88
	MISS UTILITY OF WEST VIRGINI	713-443-00	EQUIPMENT & MAINTENA	LOCATES AUG 2011	31.00
	LOWES BUSINESS ACCOUNTS	713-243-00	SUPPLIES LINES	FLOAT AND HAND GROOVER	50.32
		713-243-00	SUPPLIES LINES	FRAMING FOR SIDE WALK	16.38
		713-243-00	SUPPLIES LINES	MATTOC	30.39
		713-143-00	FACILITIES MAINTENAN	PCRD-DISP MASKS	19.96
		713-143-00	FACILITIES MAINTENAN	PCRD-MASKS;WIPES	49.88
	FERGUSON WATERWORKS	713-243-00	SUPPLIES LINES	PIPE FOR RESTOCK	2,390.64
	BUCKHANNON DISCOUNT TIRE INC	713-443-00	EQUIPMENT & MAINTENA	STATE INSPECTION	14.00
		713-443-00	EQUIPMENT & MAINTENA	WVSI	14.00
	AMAZON.COM	713-443-00	EQUIPMENT & MAINTENA	PCRD-NumberTiesForTrackEqu	348.90
	EBAY	713-243-00	SUPPLIES LINES	PCRD-TOOLBOX	465.45
			TOTAL:		4,281.80
PLANT	LYKINS OIL COMPANY	714-343-00	EQUIPMENT MAINTENANC	GREASE AND OIL SOAKS	140.00
		714-343-00	EQUIPMENT MAINTENANC	GREASE RAGS AND FUNNEL	108.50
	A F WENDLING INC	714-143-00	FACILITIES MAINTENAN	CUPS	59.82
	FISHER AUTO PARTS INC	714-343-00	EQUIPMENT MAINTENANC	BATTERY FOR KEY FOB	2.50
		714-643-00	OPERATION PLANT EXPE	SPRAY 9 CLEANER	17.32
	SOUTHERN STATES COOP INC	714-143-00	FACILITIES MAINTENAN	WATER	37.90
	RELIANCE LABORATORIES INC	714-243-00	LAB EXPENSE PLANT	LAB TESTING	50.00
	NAPA-AMTOWER AUTO SUPPLY	714-643-00	OPERATION PLANT EXPE	SPRAY NINE AND TAPE	45.35
	HART OFFICE SOLUTIONS INC	714-643-00	OPERATION PLANT EXPE	PRINTER RENTAL	50.00
	LOWES BUSINESS ACCOUNTS	714-143-00	FACILITIES MAINTENAN	PAINT SUPPLIES FOR SHOP	20.64
		714-143-00	FACILITIES MAINTENAN	MATERIALS FOR PAINTING	156.75
	BUCKHANNON DISCOUNT TIRE INC	714-343-00	EQUIPMENT MAINTENANC	STATE INSPECTION	14.00
	US CELLULAR	714-543-00	TELEPHONE	704-7883 7882 931-0814 439	354.69
	WALMART STORES INC -BUCKHANN	714-143-00	FACILITIES MAINTENAN	MISC PLANT SUPPLIES	85.61
	MICROLOGIC INC	714-743-00	TELEMETRY	SAN MONTHLY SEC MONT	179.70
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	85.13
SALARIES PLANT/LINES	**PAYROLL EXPENSES			1/01/2021 - 1/31/2021	52,855.93
				TOTAL:	54,263.84
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			1/01/2021 - 1/31/2021	11,137.72
				TOTAL:	11,137.72
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN JAN 2021 HEALTH & OPT	7,098.00
		718-105-00	HEALTH INSURANCE	SAN JAN 2021 RETIREE'S INS	3,200.00
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,088.62

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AP 01-01-2021 TO 01-31-2021

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,898.13
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	488.48
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	443.92
	PAYFLEX	718-105-00	HEALTH INSURANCE	SAN JAN 2021 HSA FEES	61.75
			TOTAL:		15,278.90
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,758.61
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,754.88
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	280.00
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	247.20
			TOTAL:		6,040.69
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCB1005474 12-2-20 TO 1-3-	1,216.85
			TOTAL:		1,216.85
BILLING/COMPUTER/DEP I	ENVIRONMENTAL SYSTEMS RESEAR	783-341-00	BILLING & COLLECTING	ARC GIS DESKTOP MAINT REN	300.00
	PITNEY BOWES INC	783-341-00	BILLING & COLLECTING	FEB 20210 PERMIT POSTAGE	521.53
	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	JAN 2021 METER READS	300.00
	ELECSYS INTERNATIONAL CORP	783-341-00	BILLING & COLLECTING	JAN 21 MNTHLY MAINTENANCE	76.00
	TOSHIBA FINANCIAL SERVICES	783-341-00	BILLING & COLLECTING	CITY HALL COPIER LEASE	139.03
	DOLLAR GENERAL CORPORATION	783-341-00	BILLING & COLLECTING	CITY HALL SUPPLIES	30.63
	RAVEN ROCK NETWORKS INC	783-341-00	BILLING & COLLECTING	JAN 2021 SERVICE CONTRACT	212.50
	BADZIK PRINTING SERVICE, INC	783-341-00	BILLING & COLLECTING	W2,1099, ENVELOPES	132.35
	COMMUNITY BANK	783-342-00	NEW COMPUTER CAPITAL	ACCT#771901071 JAN COMP SR	385.84
	TYLER TECHNOLOGIES INC	783-341-00	BILLING & COLLECTING	UTILITY BILLING , IVR	1,132.19
		783-341-00	BILLING & COLLECTING	UTILITY BILLING , IVR	617.19
		783-341-00	BILLING & COLLECTING	UTILITY BILLING NOTIFICATI	71.47
	ROSSMAN & CO/PCB CORP	783-341-00	BILLING & COLLECTING	DEBT COLLECTION	57.69
	SUDDENLINK	783-341-00	BILLING & COLLECTING	JULY 2012 INTERNET	31.86
			TOTAL:		4,008.28
OFFICE EXPENSE	AFLAC	793-341-00	OFFICE SUPPLIES & EX	LUDLOW PREMIUM	5.68
	OFFICESUPPLY.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-PASTEL PAPER	39.83
	NAPA-AMTOWER AUTO SUPPLY	793-341-00	OFFICE SUPPLIES & EX	SERVICE CHARGES	3.32
	PAYROLL ACCOUNT (ALL DEPTS)	793-341-00	OFFICE SUPPLIES & EX	DEC 2020 AA FEES	204.19
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	DEC 2020 CREDIT CARD FEES	951.21
	US CELLULAR	793-341-00	OFFICE SUPPLIES & EX	642-1651 613-0113 0002	50.66
	SPRINT	793-341-00	OFFICE SUPPLIES & EX	ALL DEPT JAN 2021 GEOTAB P	276.84
	WVNET	793-341-00	OFFICE SUPPLIES & EX	WEB HOSTING 2ND QTR FY2021	18.75
	AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-CANON CARTRIDGE	13.75
		793-341-00	OFFICE SUPPLIES & EX	PCRD-TAPE;TOWELS;NOTES	12.90
		793-341-00	OFFICE SUPPLIES & EX	PCRD-PAPER COPY	11.47
		793-341-00	OFFICE SUPPLIES & EX	PCRD-MICROBAN	14.22
		793-341-00	OFFICE SUPPLIES & EX	PCRD-FACE MASKS	17.98
		793-341-00	OFFICE SUPPLIES & EX	PCRD-GLOVES;WIPES;DISINFEC	24.64
		793-341-00	OFFICE SUPPLIES & EX	PCRD-GLOVES;WIPES;DISINFEC	23.98
	LABOR LAW CENTER	793-341-00	OFFICE SUPPLIES & EX	PCRD-LABOR POSTERS	76.86
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	64.80
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.17
	COMFORTECH LLC	793-341-00	OFFICE SUPPLIES & EX	2021 ANNUAL MAINT AGREEMEN	999.50
			TOTAL:		2,834.75
PROFESSIONAL	RICHARD TRENT CPA AC CORP	896-223-00	PROFESSIONAL SERVIC	YEAR END CLOSING & PSC REP	8,235.00
			TOTAL:		8,235.00

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FUND: SANITARY							
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION		AMOUNT	
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SAN JAN 2021	BOND A PYMT	14,144.97	
					TOTAL:	14,144.97	
BOND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN JAN 2021	BOND B PYMT	2,253.00	
					TOTAL:	2,253.00	
CAPITAL/PROJECTS	J.P. MORGAN EQUIPMENT FINAN	997-451-02	BELT PRESS PROJECT	SAN JAN 2021	BELT PRESS PY	2,210.60	
	LOWES BUSINESS ACCOUNTS	997-456-00	WESTON ROAD NORTH SI	PCRD-MORTAR;BRICKS;BITS;SP		127.46	
	BRUFFEY TRUCKING INC	997-456-00	WESTON ROAD NORTH SI	RIP RAP STONE		568.23	
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	22RKTT 2018	NISSAN	291.98	
		997-454-00	NEW EQUIPMENT-CAPITA	22RKVD 2018	NISSAN	291.98	
		997-454-00	NEW EQUIPMENT-CAPITA	22RKVM 2018	NISSAN	291.98	
		997-454-00	NEW EQUIPMENT-CAPITA	22GMDW 2017	JEEP GRND CHER	467.06	
	COMMUNITY BANK	997-454-00	NEW EQUIPMENT-CAPITA	SAN JAN 2021	F550 PYMT	1,111.32	
		997-454-00	NEW EQUIPMENT-CAPITA	SAN JAN 2021	CRANE TRK PYM	1,655.65	
					TOTAL:	7,016.26	

Amby also reported that the Tennerton PSD is just two months in arrears of past dues and is keeping up with current billings, which is the best standing they have had with us for some time. We are also providing them with requested information as they are preparing for a rate increase study.

Board member Frye asked about putting some additional funds into CD’s. Amby will look into current rates and the possibility of doing so.

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

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

D.1 33 West Extension North – Brian’s crew staked out a manhole at Smitty’s Suzuki. We got the ROW executed for this property. They are laying pipe through Mike Ross property. Ethan is working on Highway Department permits.

D.2 33 West Extension South- JF Allen project – No movement on this project.

D.3 Plant Operations- Testing – All tests are in limits. Dan has commented that Jason is doing well with his training in the lab.

ES-59 Revised 1975		STATE OF WEST VIRGINIA SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS								Month: Jan-21 City: Buckhannon, WV. Operator: Dan Baker						
		INFLUENT WASTEWATER						BELT PRESS			Plant Effluent					
Date	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals.Wet Sludge Added	Pounds Dry solid: Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./ 100 ml	D.O. mg/l	PH	Amm. Nit. mg/l		
1/1/21			2.904	13.0	7.22	2.0						9.3	7.01			
1/2/21			1.935			2.0										
1/3/21			1.878			2.0										
1/4/21			1.588	14.0	7.22	2.0					7	9.3	7.01			
1/5/21			1.373	14.0	7.18	2.0	24,131	2,636				9.1	7.00			
1/6/21	124	203	1.200	13.0	7.23	2.0			2.0	3.3		9.3	6.99	0.196		
1/7/21			1.075	12.0	7.18	2.0						9.1	7.03			
1/8/21			0.919	12.0	7.17	2.0						8.9	7.02			
1/9/21			0.850			2.0										
1/10/21			0.769			2.0										
1/11/21			0.743	12.0	7.15	2.0	19,000	2,646			2	9.0	7.01			
1/12/21			0.594	12.0	7.11	2.0						8.9	7.00			
1/13/21	80	190	0.668	12.0	7.12	2.0			2.0	1.9		8.8	6.99	0.616		
1/14/21			0.605	12.0	7.11	2.0						8.7	6.97			
1/15/21			0.417	12.0	7.13	2.0						8.6	6.95			
1/16/21			0.635			2.0										
1/17/21			0.631			2.0										
1/18/21			0.694	11.0	7.21	2.0						9.5	7.04			
1/19/21			0.759	11.0	7.19	2.0					7	9.6	7.03			
1/20/21	124	187	0.687	11.0	7.16	2.0			1.0	1.9		9.5	7.02	<0.060		
1/21/21			0.800	11.0	7.18	2.0						9.6	7.04			
1/22/21			0.680	11.0	7.15	2.0						9.5	7.03			
1/23/21			0.587			2.0										
1/24/21			0.673			2.0										
1/25/21			1.152	11.0	7.19	2.0					2	9.4	7.06			
1/26/21			1.379	12.0	7.10	2.0						9.5	7.06			
1/27/21	32	47	1.000	10.0	7.16	2.0			0.5	1.3		9.2	7.04	0.140		
1/28/21			2.953	10.0	7.12	2.0						9.4	7.04			
1/29/21			0.804	10.0	7.10	2.0						9.5	7.03			
1/30/21			0.779			2.0										
1/31/21			3.100			2.0										
TOTAL			34.831				43,131	5,282								
AVERAGE	90	157	1.124	11.7	7.16	2.0			1.4	2.1	4	9.2	7.02	0.238		
MAXIMUM	124	203	3.100	14.0	7.23	2.0			2.0	3.3	7	9.6	7.06	0.616		
MINIMUM	32	47	0.417	10.0	7.10	2.0			0.5	1.3	2	8.6	6.95	0.000		
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		

February 18, 2021

To: City of Buckhannon Sanitary Board.

I am writing because the WWTP Lab Reports have not yet been completed, due to difficulties receiving needed Sample Results from Reliance Laboratories. It is unusual for Reliance to take this long to deliver them. In fact, they usually send results via email within two weeks of date sampled.

I have called, requesting the results a few times, and been told they've had some in-house difficulties, but that the results would be sent within a couple hours, each time I called. Today, it seems no one is working due to weather conditions.

I am not overly concerned at this time, for DEP has verbally given us until 2/25/21 as the deadline to receive our Jan. Lab Report, though I do regret not having this report for you to review.

Dan Baker
Chief Operator

D.4 Maintenance Crew – Here are the projects that the Maintenance Crew has completed:

- 1. Painted electrical control room.
- 2. Painted the lab.

D.5 Line Crew - Here are the projects that the Line Crew has completed:

- 1. Snow removal.
- 2. Records and mapping.
- 3. Helped with painting at the plant.
- 4. Line maintenance.

D.6 CSO – LTCP - We have submitted the LTCP.

D.7 North Spring Street

- 1. ROW (Ethan and Sam) I am working on getting them executed
- 2. Sam is working on profile.
- 3. Potesta (geotechnical support) They bored 5 holes. They said they found bad conditions. We are waiting on suggestions.
- 4. We think it will cost \$92,070 to upgrade the sanitary sewer.
- 5. We think it will cost \$79,470 to upgrade the storm sewer.

D.8 Generators – City engineer Jay Hollen reviewed the FEMA Emergency Power Generators Hazard Mitigation Project Grant No. 2 bid opening results, which are now official, showing Mountain State Electrical Contractors, LLC as the low bidder. Mr. Hollen recommends to the Board that they accept the bid as shown awarding Mountain State Electrical Contractors, LLC the project.

Motion to accept Mountain State Electrical Contractors, LLC as the low bidder for the FEMA Emergency Power Generators Hazard Mitigation Project awarding them the project was made by Loftis/Frye. Motion carried.

City of Buckhannon
DHS/ FEMA Region III Hazard Mitigation Project
Installation and Securing of Emergency Power Generation
Hazard Mitigation Project FEMA-DR-4273-WV-0035



Bid Opening Results - February 9, 2021 at 1:30 PM EST

Name	Michel, Inc.	Master Service Corporation	Specialty Groups, Inc.	Mountain State Electrical Contractors, LLC
Contract No. 4 - Brooke Street Lift Station	46,000.00	\$49,750.00	\$63,500.00	\$45,272.00
Contract No. 5 - East Main Street Lift Station	46,100.00	\$43,500.00	\$54,000.00	\$36,330.00
Contract No. 6 - Elias Street Lift Station	58,100.00	\$62,500.00	\$72,750.00	\$53,906.00
Contract No. 7 - Vicksburg Lift Station	59,500.00	\$63,400.00	\$68,950.00	\$55,059.00
Contract No. 8 - Wood / Ritchie Street Lift Station	35,900.00	\$36,900.00	\$53,100.00	\$33,940.00
Contract No. 9 - Water Treatment Plant	-	\$172,900.00	\$154,050.00	\$150,564.00
Contract No. 10 - Eleven Manual Transfer Switches	85,200.00	\$103,400.00	\$108,750.00	\$63,503.00

	Apparent Low Bidder
	Apparent Second Low Bidder
	Corrected bid result due to calculation error

None of the Bidders were present at the Bid Opening due to City Hall being closed to non-City personnel due to the COVID-19 pandemic. However, the Bid Opening was held virtually via a GoToMeeting link that

The bid from Specialty Groups, Inc. contained a calculation error. The corrected amount (\$72,750.00) is indicated above.

Based upon the February 9th and 10th, 2021 review of all bids received, the Apparent Low Bidder on Contracts No. 4 through No. 7 is Mountain State Electrical Contractors, LLC.

E. Stormwater

E.1 Buck's Report

1. Crew made a repair to storm drop box on Lincoln Street.
2. Made a repair on North Spring Street while Potesta was drilling, they bored through storm sewer.

F. Correspondence and Information

F.1 Tennerton P.S.D. Meeting Minutes January 2021

Tennerton Public Service District
Monthly Meeting
January 13, 2021

The regular monthly meeting of the Tennerton Public Service District was held at the District office at 188 Fayette Street, Buckhannon West Virginia on January 13, 2021

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

The meeting was called to order promptly at 2:00 pm by Joe Tenney chairman. The minutes of the previous meeting held on were read, there being no corrections or additions, motion to approve was made by Joe Tenney , seconded by John Barnes .

Election of officers was held. Motion was made by Elmer Tenney for Joe Tenney to remain as Chairman. John Barnes seconded the motion. Joe Tenney made motion for John Barnes to remain as secretary/treasurer. Elmer Tenney seconded the motion. John Barnes made the motion for Terry Gould / UBS, Inc. to remain as manager. Joe Tenney seconded the motion.

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

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

Terry Gould reported on the following:

- Hinchman tap completed January 11th at Deer Park
- Wendlings is expanding back toward the river. TPSD will not give ROW to build over the sewer lines. They have already covered up one of our sewer lines.
- Financials for June 2020 Year End have been sent to Dobbins CPA in Fairmont.
- Application for rate increase will be sent in this week. 13.2 % needed but we will round up to 15%.

Joe Tenney asked about the agreement that had to be signed with the city before the loan application for the project could be completed. Terry has given all that information to Thrasher to look over and give to their lawyer if needed.

There being no other business to discuss, motion was made by Joe Tenney to adjourn and seconded by John Barnes.

F.2 Letter to Division of Water & Waste Management RE: Submission of the Updated CSO

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD# 304.472.9550
Fax# 304.472.0934

January 28, 2021

Mr Jefferson Brady
Engineering Section Manager
Division of Water and Waste Management
601 57th Street, SE
Charleston, WV 25304

Dear Mr Brady:

Enclosed please find one copy of an updated Combined Sewer Overflow Long Term Control Plan for the Buckhannon Sewer Department. It is submitted for your information, review, and approval. The plan was approved for submission by the Buckhannon Sanitary Board at their regularly scheduled meeting on January 21, 2021.

We have prepared this plan in accordance with your letter to Mr Sam Ludlow dated April 10, 2019 and a subsequent meeting with Mr Bob Coontz and Mr Matthew Codispoti on May 30, 2019. We have not had any further communication with DEP regarding this matter since the May 30 meeting, but have worked on the plan as diligently as possible.

As described in the plan, removal of combined sewer overflow discharge has been a priority activity of the Buckhannon Sewer Department since the early 1990s, and we believe we have made substantial progress. We propose to continue those efforts and have developed an organization which can effectively do so.

Please advise us if you need additional copies. We can also provide the document to you digitally, if you prefer. We will be glad to discuss the plan with you, if you have any questions or comments.

Very truly yours,


Bryan Samples, Superintendent

Cc: Robbie Skinner, Mayor
Jerry Arnold

G. Consent Agenda

G.1 Approval of Minutes – 01/21/2021 Sanitary Board Meeting

Motion to approve the Minutes of 01/21/2021 Sanitary Board Meeting was made by Frye/Loftis. Motion carried.

H. Strategic Issues for Discussion and/or Vote

H.1 Request Leak Adjustment –Gary Harman-Island Avenue – Discussion took place regarding this request. No action was taken.

H.2 Continued Discussion/Possible Vote-Wimer Avenue-Cost & Road Maintenance Agreement – The Mayor reported that he has heard nothing new on this matter and City Attorney Tom O’Neill confirmed the same. No action was necessary.

I. Board Members Comments and Announcements:

- **Board Member Frye** – Nothing further.
- **Board Member Loftis** – Nothing further.
- **Jerry Arnold** – Nothing further.
- **Jay Hollen** – Nothing further.
- **Buck Samples** - Nothing further.
- **City Recorder Sanders** – Nothing further.
- **Mayor Skinner** – Thanked the employees for all the great work that they do.

J. Adjournment

There being no further business to be transacted motion to adjourn was made by Frye/Loftis at 4:39 PM. Motion carried.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
