

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, June 17, 2021, at 7:30 a.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
Board Member	Gene Frye	Present
Board Member	Phil Loftis	Present
Sanitary Superintendent	Bryan “Buck” Samples	Present
Plant Engineer	Sam Ludlow	Absent
Entry Level Engineer	Ethan Crosten	Present
City Attorney	Tom O’Neill	Absent

Guests – None

To Participate in a Utility Board meeting during the COVID-19 Stay at Home Order, participants were invited to contact us at 304-472-1651 for the GoToMeeting link/access.

***City of Buckhannon Sanitary Board – 7:30am at City Hall in Council Chambers
Meeting Agenda for Thursday, June 17, 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
- C. Finance Report-Amby Jenkins**
 - C.1 May 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 #1
 - D.6 Line Crew #2
 - D.7 Sewer Extension Project for Mark Carrol property by contractor Tim Bragg
 - D.8 Sewer Extension Project for Richard Trent subdivision by contractor Nelson Johns
- E. Stormwater**
 - E.1 Buck’s Report
- F. Correspondence and Information**
 - F.1 Tennerton P.S.D. Meeting Minutes –April & May 2021
- G. Consent Agenda**
 - G.1 Approval of Minutes –05/20/2021 & Special 05/27/2021
- H. Strategic Issues for Discussion and/or Vote**
 - H.1 Approval to Transfer \$200,000.00 from Sanitary Money Market to a Savings Capital Account at Citizens Bank per WV Code §24-1-1
 - H.2 Approval Sanitary Board Budget Revision
 - H.3 Discussion/Possible Action Exemption of Surcharge Fee RE: Rt 33 West Extension North
- I. Board Members Comments and Announcements**
- J. Adjournment**

Posted 06/11/2021

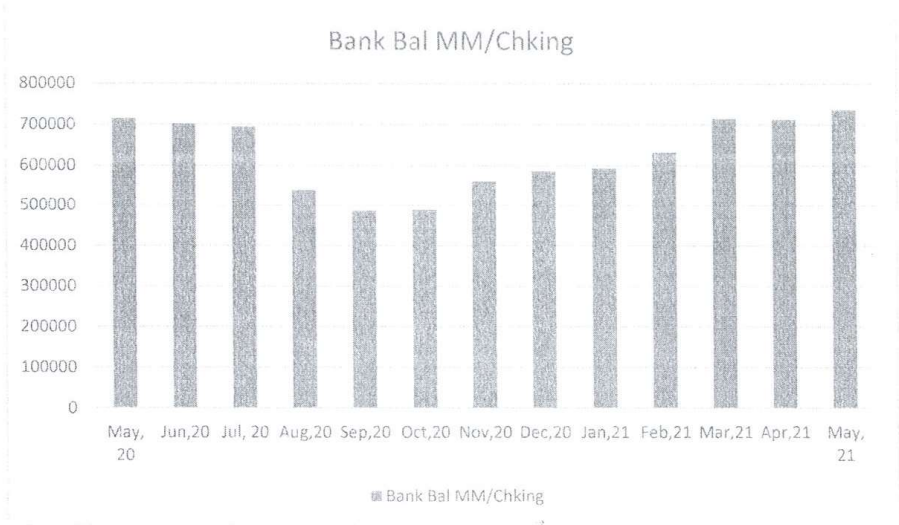
- A. Call to Order** - The meeting was called to order by Mayor Robbie Skinner.
 - A.1 Moment of Silence** – The Mayor asked for all to join in a Moment of Silence.
 - A.2 Pledge to the Flag of the United States of America** – The Pledge was led by the Mayor.
- B. Recognized Guests**
 - B.1** None
- C. Finance Report - Amby Jenkins**
 - C.1 May 2021** – Amby provided the May 2021 finance report as follows:

SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance May 31, 2021

Money market checking \$ 736,290.91

CD Working Capital (Citizens) \$ 50,971.94
CD Working Capital (Citizens) \$102,320.47
CD Working Capial (Community) 2.48%25mthAug2019 \$103,783.72



STORMWATER FUND
Balance May 31, 2021 144,261.94

6-10-2021 06:52 PM

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

401-SANITARY

% OF YEAR COMPLETED: 91.67

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	9,120.00	0.00 (8,120.00)	912.00
TOTAL OTHER FEES	1,000	0.00	9,120.00	0.00 (8,120.00)	912.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,708,000	159,935.62	1,694,364.07	0.00	13,635.93	99.20
TOTAL UTILITY BILLINGS	1,708,000	159,935.62	1,694,364.07	0.00	13,635.93	99.20
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	20,864.40	308,736.45	0.00 (138,736.45)	181.61
TOTAL HEALTH AND SAFETY	179,000	20,864.40	311,788.57	0.00 (132,788.57)	174.18
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	4,665.00	53,669.00	0.00 (23,669.00)	178.90
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	71,322.00	0.00 (71,322.00)	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	4,665.00	124,991.00	0.00 (44,991.00)	156.24
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	2,283.39	27,201.56	0.00 (4,201.56)	118.27
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,283.39	27,201.56	0.00 (4,201.56)	118.27
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	3,912.42	4,131.21	0.00 (3,781.21)	1,180.35
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	800.00	1,400.00	0.00	100.00	93.33
401-399-000-00 MISCELLANEOUS	1,000	34.50	30,932.92	0.00 (29,932.92)	3,093.29
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,850	4,746.92	36,464.13	0.00 (33,614.13)	1,279.44
TOTAL REVENUE	1,993,850	192,495.33	2,203,929.33	0.00 (210,079.33)	110.54

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

401-SANITARY

% OF YEAR COMPLETED: 91.67

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	4,802.80	54,277.14	0.00	5,722.86	90.46
TOTAL SALARIES & BENEFITS	60,000	4,802.80	54,277.14	0.00	5,722.86	90.46
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	25,000	1,909.89	21,305.41	0.00	3,694.59	85.22
TOTAL CONTRACTUAL SERVICES	25,000	1,909.89	21,305.41	0.00	3,694.59	85.22
COMMODITIES						
401-711-313-00 VICKSBURG	16,000	910.99	10,380.87	0.00	5,619.13	64.88
TOTAL COMMODITIES	16,000	910.99	10,380.87	0.00	5,619.13	64.88
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	7,000	457.81	5,489.83	0.00	1,510.17	78.43
TOTAL CAPITAL OUTLAY	7,000	457.81	5,489.83	0.00	1,510.17	78.43
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	166.71	1,844.17	0.00	1,155.83	61.47
TOTAL CONTRIBUTIONS	3,000	166.71	1,844.17	0.00	1,155.83	61.47
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	116.37	1,275.99	0.00	324.01	79.75
401-711-713-00 DEANVILLE	1,000	44.33	587.33	0.00	412.67	58.73
401-711-813-00 ISLAND AVENUE	500	24.42	439.86	0.00	60.14	87.97
401-711-913-00 MADISON STREET	450	32.16	315.04	0.00	134.96	70.01
401-711-914-00 TJM SEWAGE STATION	560	30.99	404.03	0.00	155.97	72.15
401-711-915-00 WESTON ROAD	600	38.04	496.03	0.00	103.97	82.67
401-711-916-00 HAMPTON INN PS	350	0.00	359.28	0.00 (9.28)	102.65
401-711-917-00 BRUSHY FORK PS	570	27.79	358.45	0.00	211.55	62.89
401-711-918-00 RT 20 SEWER PUMP STATION	200	5.00	87.21	0.00	112.79	43.61
401-711-919-00 1 BUCKHANNON RD	260	0.00	108.48	0.00	151.52	41.72
401-711-920-00 PLANT VEHICLES-2,3,8	25,000	2,197.95	16,414.20	0.00	8,585.80	65.66
401-711-920-01 TENNERTON INTERCEPTOR	5,300	382.13	4,302.56	0.00	997.44	81.18
401-711-920-02 NATURAL GAS	2,000	0.00	1,380.84	0.00	619.16	69.04
401-711-921-00 BROOKE ST PUMP STA	3,200	292.16	2,969.05	0.00	230.95	92.78
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	18.16	384.04	0.00	115.96	76.81
TOTAL NON-OPERATING EXPENSES	42,090	3,209.50	29,882.39	0.00	12,207.61	71.00
TOTAL POWER/FUEL/UTILITY	153,090	11,457.70	123,179.81	0.00	29,910.19	80.46

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

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	7,100	797.93	8,321.68	0.00 (1,221.68)	117.21
TOTAL COMMODITIES	7,100	797.93	8,321.68	0.00 (1,221.68)	117.21
TOTAL UNIFORMS	7,100	797.93	8,321.68	0.00 (1,221.68)	117.21
LINES =====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	5,000	0.00	2,361.07	0.00	2,638.93	47.22
TOTAL SALARIES & BENEFITS	5,000	0.00	2,361.07	0.00	2,638.93	47.22
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	35,000	1,503.52	39,938.91	1,255.62 (6,194.53)	117.70
TOTAL CONTRACTUAL SERVICES	35,000	1,503.52	39,938.91	1,255.62 (6,194.53)	117.70
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	606.66	7,051.51	769.38	22,179.11	26.07
TOTAL CAPITAL OUTLAY	30,000	606.66	7,051.51	769.38	22,179.11	26.07
TOTAL LINES	72,000	2,110.18	52,290.24	2,025.00	17,684.76	75.44
PLANT =====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	12,000	597.16	6,313.05	1,328.84	4,358.11	63.68
TOTAL SALARIES & BENEFITS	12,000	597.16	6,313.05	1,328.84	4,358.11	63.68
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	13,000	869.98	9,626.71	2,868.00	505.29	96.11
TOTAL CONTRACTUAL SERVICES	13,000	869.98	9,626.71	2,868.00	505.29	96.11
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	30,000	242.54	16,092.34 (7,556.55)	21,464.21	28.45
TOTAL COMMODITIES	30,000	242.54	16,092.34 (7,556.55)	21,464.21	28.45
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	45,000	123.15	29,028.48	0.00	15,971.52	64.51
TOTAL CAPITAL OUTLAY	45,000	123.15	29,028.48	0.00	15,971.52	64.51

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

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	7,200	456.50	5,457.65	0.00	1,742.35	75.80
TOTAL CONTRIBUTIONS	7,200	456.50	5,457.65	0.00	1,742.35	75.80
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	2,441.16	11,283.43	642.90	73.67	99.39
401-714-743-00 TELEMETRY	2,000	179.70	2,156.40	0.00	156.40	107.82
TOTAL NON-OPERATING EXPENSES	14,000	2,620.86	13,439.83	642.90	82.73	100.59
TOTAL PLANT	121,200	4,910.19	79,958.06	2,716.81	43,958.75	63.73
SALARIES PLANT/LINES						
=====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	279,000	27,697.41	314,788.54	0.00	35,788.54	112.83
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	27,837.66	319,160.53	0.00	160,839.47	66.49
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	55,535.07	633,949.07	0.00	125,050.93	83.52
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	55,535.07	633,949.07	0.00	125,050.93	83.52
SALARIES BOARD/OFFICE						
=====						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	11,000.00	0.00	1,000.00	91.67
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	10,272.22	118,753.63	0.00	311.63	100.26
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	11,272.22	129,753.63	0.00	688.37	99.47

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

01-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
01-716-226-00 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	11,272.22	129,753.63	0.00	3,688.37	97.24
FICA/INSURANCE						
=====						
SALARIES & BENEFITS						
01-718-104-00 FICA TAX	68,500	5,134.05	58,703.65	0.00	9,796.35	85.70
01-718-105-00 HEALTH INSURANCE	181,874	10,074.85	193,867.02	0.00	11,993.02	106.59
TOTAL SALARIES & BENEFITS	250,374	15,208.90	252,570.67	0.00	2,196.67	100.88
TOTAL FICA/INSURANCE	250,374	15,208.90	252,570.67	0.00	2,196.67	100.88
RETIREMENT						
=====						
SALARIES & BENEFITS						
01-719-106-00 GROUP RETIREMENT	88,300	6,179.31	72,455.95	0.00	15,844.05	82.06
TOTAL SALARIES & BENEFITS	88,300	6,179.31	72,455.95	0.00	15,844.05	82.06
TOTAL RETIREMENT	88,300	6,179.31	72,455.95	0.00	15,844.05	82.06
UNEMPLOYMENT/COMPENSATION						
=====						
CONTRACTUAL SERVICES						
01-720-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	17,085.81	0.00	17,085.81	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	17,085.81	0.00	17,085.81	0.00
TOTAL UNEMPLOYMENT/COMPENSATION	0	0.00	17,085.81	0.00	17,085.81	0.00
BILLING/COMPUTER/DEP INT						
=====						
CONTRACTUAL SERVICES						
01-783-232-00 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						
01-783-341-00 BILLING & COLLECTING	40,000	1,664.65	36,291.28	0.00	3,708.72	90.73
01-783-341-05 BILLING WAT BD METER READ	3,600	0.00	3,000.00	0.00	600.00	83.33
01-783-342-00 NEW COMPUTER CAPITAL OUTL	17,500	385.84	5,354.74	0.00	12,145.26	30.60

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

101-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
101-783-369-00 CUSTOMER DEP INTEREST PAI	1,000	8.72	1,222.06	0.00	(222.06)	122.21
TOTAL COMMODITIES	62,100	2,059.21	45,868.08	0.00	16,231.92	73.86
NON-OPERATING EXPENSES						
101-783-670-00 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	2,059.21	45,868.08	0.00	16,231.92	73.86
OFFICE EXPENSE						
=====						
COMMODITIES						
101-793-341-00 OFFICE SUPPLIES & EXPENSE	25,000	2,732.42	24,563.14	0.00	436.86	98.25
TOTAL COMMODITIES	25,000	2,732.42	24,563.14	0.00	436.86	98.25
TOTAL OFFICE EXPENSE	25,000	2,732.42	24,563.14	0.00	436.86	98.25
PSC ASSESS/DNR PERMIT						
=====						
SALARIES & BENEFITS						
101-797-116-00 PSC ASSESSMENTS	6,500	0.00	5,196.72	0.00	1,303.28	79.95
101-797-117-00 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						
101-798-226-00 PROPERTY INSURANCE	46,500	12,334.78	40,278.50	0.00	6,221.50	86.62
101-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	46,500	12,334.78	40,278.50	0.00	6,221.50	86.62
TOTAL PROPERTY INSURANCE	46,500	12,334.78	40,278.50	0.00	6,221.50	86.62
RENTS						
=====						
CONTRACTUAL SERVICES						
101-803-219-00 RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00

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

401-SANITARY

% OF YEAR COMPLETED: 91.67

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	1,416.82	13,214.97	0.00	31,285.03	29.70
TOTAL CONTRACTUAL SERVICES	44,500	1,416.82	13,214.97	0.00	31,285.03	29.70
TOTAL PROFESSIONAL	44,500	1,416.82	13,214.97	0.00	31,285.03	29.70
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	170,079.12	0.00	920.88	99.46
TOTAL SALARIES & BENEFITS	171,000	14,144.97	170,079.12	0.00	920.88	99.46
TOTAL BOND A	171,000	14,144.97	170,079.12	0.00	920.88	99.46
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	2,253.00	27,090.06	0.00	909.94	96.75
TOTAL SALARIES & BENEFITS	28,000	2,253.00	27,090.06	0.00	909.94	96.75
TOTAL BOND B	28,000	2,253.00	27,090.06	0.00	909.94	96.75
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	24,316.60	0.00	2,283.40	91.42
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	5,881.39	0.00	(5,881.39)	0.00
401-997-454-00 NEW EQUIPMENT-CAPITAL	53,100	4,109.97	51,329.98	0.00	1,770.02	96.67
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	12,346.48	104,954.54	4,705.52	(9,660.06)	109.66
401-997-456-00 WESTON ROAD NORTH SIDE	115,000	154.43	33,114.54	0.00	81,885.46	28.80
401-997-456-01 WESTON RD -SOUTH SIDE	42,000	157.50	3,037.84	0.00	38,962.16	7.23
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	18,978.98	434,935.24	(34,434.23)	312,242.99	56.19

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

401-SANITARY

% OF YEAR COMPLETED: 91.67

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	18,978.98	434,935.24 (34,434.23)	312,242.99	56.19
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	161,391.68	2,142,890.75 (35,126.04)	586,085.29	78.24
REVENUE OVER/(UNDER) EXPENDITURES	(700,000)	31,103.65	61,038.58	35,126.04 (796,164.62)	13.74-

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

426-STORMWATER FUND

% OF YEAR COMPLETED: 91.67

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	150,050.00	0.00 (150,050.00)	0.00
TOTAL INTRAFUND CONTR/CHARGES	0	0.00	150,050.00	0.00 (150,050.00)	0.00
TOTAL REVENUE	0	0.00	150,050.00	0.00 (150,050.00)	0.00

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

26-STORMWATER FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater						
=====						
SALARIES & BENEFITS						
26-805-101-00 STORMWATER PAYROLL	0	0.00	1,909.19	0.00 (1,909.19)	0.00
26-805-104-00 STORMWATER FICA	0	0.00	146.59	0.00 (146.59)	0.00
26-805-106-00 STORMWATER RET	0	0.00	190.91	0.00 (190.91)	0.00
TOTAL SALARIES & BENEFITS	0	0.00	2,246.69	0.00 (2,246.69)	0.00
COMMODITIES						
26-805-341-00 STORMWATER MATERIALS	0	1,301.85	3,541.37	0.00 (3,541.37)	0.00
TOTAL COMMODITIES	0	1,301.85	3,541.37	0.00 (3,541.37)	0.00
CAPITAL OUTLAY						
26-805-458-00 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	1,301.85	5,788.06	0.00 (5,788.06)	0.00
TOTAL EXPENDITURES	0	1,301.85	5,788.06	0.00 (5,788.06)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0 (1,301.85)	144,261.94	0.00 (144,261.94)	0.00

06-01-2021 12:35 AM

disbursements 05-01-2021- 05-31-2021

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-913-00	MADISON STREET	110087327497 RANDOLPH	32.16
		711-513-00	WOOD/RITCHIE STS	110086976856 WOOD	166.71
		711-413-00	EAST MAIN ST	110084766556 E MAIN	457.81
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	30.99
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	4,802.80
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	116.37
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	292.16
		711-713-00	DEANVILLE	110086407977 DEANVILLE	44.33
		711-313-00	VICKSBURG	110086525471 SYCAMORE	910.99
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	24.42
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	0.00
		711-915-00	WESTON ROAD	110087676356 WESTON RD	38.04
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	27.79
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	5.00
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	1,909.89
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	18.16
	LYKINS OIL COMPANY	711-920-00	PLANT VEHICLES-2,3,8	SAN APR 2021 FUEL BILL	2,197.95

\$1,685.00 Electric EEL Manufacturing - 3/4 Electric EEL
\$5,500.00 Leslie Equipment - Excavator Rental - Spring St. Project
\$2,530.00 Black Diamond Equipment - Trench Box Rental - Spring St. Project

5-01-2021 12:35 AM		disbursements 05-01-2021- 05-31-2021				
JND: SANITARY						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	WESTON RD BILLING APR 2021	382.13	
				TOTAL:	11,457.70	
UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT APRIL UNIFORMS	797.93	
				TOTAL:	797.93	
EQUIPMENTS	COLE TRUCK PARTS INC	713-443-00	EQUIPMENT & MAINTENANCE	HYD FILTERS	26.12	
	SOUTHERN STATES COOP INC	713-243-00	SUPPLIES LINES	BOOTS	191.99	
	RITE-WAY HEATING & PLUMBING	713-243-00	SUPPLIES LINES	SPRAY PAINT	33.54	
		713-243-00	SUPPLIES LINES	THURMAN AVENUE	20.60	
	LESLIE EQUIPMENT CO	713-443-00	EQUIPMENT & MAINTENANCE	SOLENOID	101.55	
	C.I. THORNBURG CO., INC.	713-243-00	SUPPLIES LINES	PVC FITTINGS	581.40	
	NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENANCE	HEATER HOSE, CLAMPS	29.24	
		713-443-00	EQUIPMENT & MAINTENANCE	DOOR HANDLE LATCH	118.57	
	MISS UTILITY OF WEST VIRGINIA	713-443-00	EQUIPMENT & MAINTENANCE	APRIL MISS UTILITY MESSAGE	31.00	
	LOWES BUSINESS ACCOUNTS	713-443-00	EQUIPMENT & MAINTENANCE	PARTS FOR P-9	77.18	
	BRUFFEY TRUCKING INC	713-243-00	SUPPLIES LINES	STONE	537.12	
	CARON/EAST INC	713-443-00	EQUIPMENT & MAINTENANCE	LEVEL ADJUSTMENT	180.50	
	CRISSE SALES & SERVICE	713-243-00	SUPPLIES LINES	14" STEEL BLADES	116.91	
	FAST STOP FOOD MART #2	713-243-00	SUPPLIES LINES	ICE	3.98	
	SYLVESTER W. LOWTHER	713-443-00	EQUIPMENT & MAINTENANCE	DECK BELT FOR P-27	28.50	
	BUCKHANNON DISCOUNT TIRE INC	713-443-00	EQUIPMENT & MAINTENANCE	WVSI	14.00	
	TRACTOR SUPPLY CREDIT PLAN	713-243-00	SUPPLIES LINES	EQUIP. FOR P-9	17.98	
				TOTAL:	2,110.18	
	PLANT	BUCKHANNON UTIL BOARDS	714-643-00	OPERATION PLANT EXPENSE	GARBAGE	61.50
			714-643-00	OPERATION PLANT EXPENSE	GARBAGE	25.38
		FISHER AUTO PARTS INC	714-343-00	EQUIPMENT MAINTENANCE	BATTERY FOR P-8	35.98
		SOUTHERN STATES COOP INC	714-143-00	FACILITIES MAINTENANCE	WEED KILLER	89.95
			714-643-00	OPERATION PLANT EXPENSE	WATER	37.90
		RITE-WAY HEATING & PLUMBING	714-643-00	OPERATION PLANT EXPENSE	P-8 EQUIP.	14.37
			714-143-00	FACILITIES MAINTENANCE	AIR FILTERS	56.28
			714-643-00	OPERATION PLANT EXPENSE	PIN BIT TIP	8.89
		RELIANCE LABORATORIES INC	714-243-00	LAB EXPENSE PLANT	CHRONIC TOXICITY	800.00
NAPA-AMTOWER AUTO SUPPLY		714-643-00	OPERATION PLANT EXPENSE	SHOP RESTOCK	18.72	
		714-343-00	EQUIPMENT MAINTENANCE	P-27 PARTS	58.95	
		714-343-00	EQUIPMENT MAINTENANCE	P-27 PARTS	5.62	
		714-343-00	EQUIPMENT MAINTENANCE	PB BLASTER	29.99	
APPLIED INDUSTRIAL TECHNOLOG		714-143-00	FACILITIES MAINTENANCE	LED SHOP LIGHTS	290.00	
HART OFFICE SOLUTIONS INC		714-643-00	OPERATION PLANT EXPENSE	PRINTER	50.00	
CRITES ELECTRICAL INC		714-443-00	PUMP STATION REPAIR	SHRINKING TUBE	123.15	
LOWES BUSINESS ACCOUNTS		714-643-00	OPERATION PLANT EXPENSE	CONDUIT BENDER	35.14	
ACE HARDWARE & CONTRACTOR SUPPLY		714-643-00	OPERATION PLANT EXPENSE	LOCKS	188.40	
SYLVESTER W. LOWTHER		714-643-00	OPERATION PLANT EXPENSE	SHOP RESTOCK	73.00	
US CELLULAR		714-543-00	TELEPHONE	704-7883 7882 931-0814 439	368.60	
WALMART STORES INC -BUCKHANNON		714-643-00	OPERATION PLANT EXPENSE	MISC. PLANT SUPPLIES	242.86	
EBAY		714-243-00	LAB EXPENSE PLANT	PCRD-25 FT STAINLESS STEEL	69.98	
GCIRON.COM		714-143-00	FACILITIES MAINTENANCE	PCRD-DIAPHRAGM GASKET SHIP	160.93	
KEN'S DISTRIBUTING COMPANY		714-343-00	EQUIPMENT MAINTENANCE	PCRD-PUMP REBUILD KIT	112.00	
ELECTRIC EEL MANUFACTURING COMPANY		714-643-00	OPERATION PLANT EXPENSE	3/4 ELECTRIC EEL	1,685.00	
MICROLOGIC INC		714-743-00	TELEMETRY	SAN MONTHLY SECURITY MONT.	179.70	
FRONTIER		714-543-00	TELEPHONE	472-5459-101515-4 SAN	87.90	

5-01-2021 12:35 AM		disbursements 05-01-2021- 05-31-2021				
JND: SANITARY						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
SALARIES PLANT/LINES	**PAYROLL EXPENSES			5/01/2021 - 5/31/2021	55,535.07	
				TOTAL:	60,445.26	
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			5/01/2021 - 5/31/2021	11,272.22	
				TOTAL:	11,272.22	
HEALTH/INSURANCE	WV PUBLIC EMPLOYEES INSURANCE	718-105-00	HEALTH INSURANCE	SAN MAY 2021 SUBSIDY	3,040.00	
		718-105-00	HEALTH INSURANCE	SAN MAY 2021 HEALTH INS	6,976.35	
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	21.70	
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,004.01	
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,135.18	
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	5.08	
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	468.71	
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	499.37	
	PAYFLEX	718-105-00	HEALTH INSURANCE	SAN MAY 2021 HSA FEE	58.50	
				TOTAL:	15,208.90	
	RETIREMENT	WV PUBLIC EMPLOYEES RETIREMENT	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,736.83
			719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,819.59
719-106-00			GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTION	312.00	
719-106-00			GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTION	310.89	
				TOTAL:	6,179.31	
BILLING/COMPUTER/DEPARTMENT	PITNEY BOWES INC	783-341-00	BILLING & COLLECTING	MAY 2021 PERMIT POSTAGE	788.35	
	TOSHIBA FINANCIAL SERVICES	783-341-00	BILLING & COLLECTING	COPIER LEASE CITYHALL	139.03	
	RAVEN ROCK NETWORKS INC	783-341-00	BILLING & COLLECTING	MAY 2021 SERVICE CONTRACT	212.50	
		783-341-00	BILLING & COLLECTING	BIT DEFENDER RENEWAL 3Y	397.37	
	COMMUNITY BANK	783-342-00	NEW COMPUTER CAPITAL	ACCT#771901071 JUN COMP SR	385.84	
	WALMART STORES INC -BUCKHANNON	783-341-00	BILLING & COLLECTING	CLEANING SUPPLIES	2.12	
		783-341-00	BILLING & COLLECTING	CLEANING SUPPLIES	26.40	
		783-341-00	BILLING & COLLECTING	CUPS TRASH BAGS PAPER TOW	24.51	
	AMAZON.COM	783-341-00	BILLING & COLLECTING	PCRD- IPAD CASE STICKY NOT	15.53	
	ROSSMAN & CO/PCB CORP	783-341-00	BILLING & COLLECTING	DEBT COLLECTION	24.08	
	SUDDENLINK	783-341-00	BILLING & COLLECTING	MAY 2021INTERNET	32.36	
				TOTAL:	2,048.09	
	OFFICE EXPENSE	RALSTON PRESS INC	793-341-00	OFFICE SUPPLIES & EX	WINDOW ENVELOPES	89.10
		RECORD-DELTA NEWSPAPER	793-341-00	OFFICE SUPPLIES & EX	SANITARY HELP WANTED AD	93.77
		CHASE	793-341-00	OFFICE SUPPLIES & EX	FEE EASEMENT AGREE ALLEY	10.00
PITNEY BOWES		793-341-00	OFFICE SUPPLIES & EX	LEASE 3313503479 61521	661.03	
LOWES BUSINESS ACCOUNTS		793-341-00	OFFICE SUPPLIES & EX	CITY HALL CARPET CLEANER	47.75	
CITY DIRECTORIES		793-341-00	OFFICE SUPPLIES & EX	CITY DIRECTORY	110.00	
PAYROLL ACCOUNT (ALL DEPTS)		793-341-00	OFFICE SUPPLIES & EX	APRIL 2021 AA FEES	204.51	
COLLECTION ACCOUNT		793-341-00	OFFICE SUPPLIES & EX	APRIL 2021 CREDIT CARD FEE	818.54	
US CELLULAR		793-341-00	OFFICE SUPPLIES & EX	642-1651 613-0113 0002	51.22	
SPRINT		793-341-00	OFFICE SUPPLIES & EX	ALL DEPT MAY GEOTABS	220.24	
BADZIK PRINTING SERVICE, INC		793-341-00	OFFICE SUPPLIES & EX	PAYROLL CHECKS 421	52.31	
DAYCAD		793-341-00	OFFICE SUPPLIES & EX	REPAIR PLOTTER	281.25	
FRONTIER		793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	68.52	
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.18	
				TOTAL:	2,732.42	
PROPERTY INSURANCE	TRAVELERS INSURANCE	798-226-00	PROPERTY INSURANCE	MAY 2021 INS PREMIUM	12,334.78	
				TOTAL:	12,334.78	

5-01-2021 12:35 AM		disbursements 05-01-2021- 05-31-2021			
JND: SANITARY					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
PROFESSIONAL	DAVID L HOWELL CPA	896-223-00	PROFESSIONAL SERVIC	1ST BILLING 2019-20 AUDIT	408.38
		896-223-00	PROFESSIONAL SERVIC	2ND BILLING 2019-20 AUDIT	1,008.44
				TOTAL:	1,416.82
JND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SAN BOND A MAY 2021 PYMT	14,144.97
				TOTAL:	14,144.97
JND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN MAY 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 MAY 2021 BELT PRESS PY	2,210.60
	RITE-WAY HEATING & PLUMBING	997-455-00	SEWER UPGRADE-CAPITA	TOILET FOR SALVATION ARMY	4.00
		997-456-00	WESTON ROAD NORTH SI	H2 WATERLINE	154.43
	LESLIE EQUIPMENT CO	997-455-00	SEWER UPGRADE-CAPITA	EXCAVATOR	5,500.00
	C.I. THORNBURG CO., INC.	997-455-00	SEWER UPGRADE-CAPITA	N. SPRING SANITARY	477.03
		997-455-00	SEWER UPGRADE-CAPITA	N. SPRING ST. PARTS	158.00
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	STONE	977.25
		997-455-00	SEWER UPGRADE-CAPITA	STONE	536.67
		997-455-00	SEWER UPGRADE-CAPITA	STONE	969.87
		997-455-00	SEWER UPGRADE-CAPITA	STONE	429.30
		997-455-00	SEWER UPGRADE-CAPITA	STONE	430.38
	CRISS SALES & SERVICE	997-455-00	SEWER UPGRADE-CAPITA	N. SPRING ST.	28.00
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	22RKT 2018 NISSAN	467.06
		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	291.98
	TRACTOR SUPPLY CREDIT PLAN	997-455-00	SEWER UPGRADE-CAPITA	N. SPRING STREET	305.98
	COMMUNITY BANK	997-454-00	NEW EQUIPMENT-CAPITA	SAN JUN 2021 CRANE TRK PYM	1,655.65
		997-454-00	NEW EQUIPMENT-CAPITA	SAN JUN 2021 F550 PYMT	1,111.32
	BLACK DIAMOND EQUIPMENT RENT	997-455-00	SEWER UPGRADE-CAPITA	TRENCH BOXES	2,530.00
	UPSHUR COUNTY ADDRESSING & M	997-456-01	WESTON RD -SOUTH SID	CORR H SOUTH PROJ PERMIT	157.50
				TOTAL:	18,978.98
6-01-2021 12:35 AM		disbursements 05-01-2021- 05-31-2021			
JND: STORMWATER FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	C.I. THORNBURG CO., INC.	805-341-00	STORMWATER MATERIALS	N. SPRING STORM PARTS	1,301.85
				TOTAL:	1,301.85

Motion to approve the May 2021 Financial Report was made by Loftis/Frye. Motion carried.

D. Department Report – Bryan “Buck” Samples began by introducing Ethan Crosten, the Sanitary Department’s new Entry Level Engineer, and then he provided the following report on department activities:

D.1 33 West Extension North – We (members of the Sanitary Department) met with Dave Anderson, and we feel he wants more than we can offer him. Mr. Anderson is requesting a tap on both ends of his property. To do two taps, we would need to make three boars; two across old 33 and one across the Finks Run connector. We would also need to get a ROW from CSX or purchase more railroad property.

Discussion, including input from City Engineer Jay Hollen and Director of Public Works Jerry Arnold, took place on how to best handle the situation to accommodate Mr. Anderson but not create additional expenses to the City. We are obligated to provide one tap per property, and he has two pieces of property, however we are not obligated to place the taps in a location specified by the property owner.

It was the consensus of the Board that we would place a tap at the property line as we would with any other property owner, and he would hookup his lines from there.

D.2 33 West Extension South- JF Allen project – Dave checked the flow in sewer line that J.F. Allen installed. 1 inch of water flows in dry conditions; pipe is 1/3 full in wet conditions.

After discussion it was recommended that we contact J.F. Allen to require them to resolve the problem with this line or we will need to begin charging them for the flow or consider plugging the line. We will ask Tom O’Neill to prepare a letter to notify J.F. Allen.

D.3 Plant Operations - Tests are all within limits. We are pleased with Sturm Laboratories. Jason appears to be doing well. We got our Lab inspection back, there were no deficiencies noted. We have a new certification through June 30, 2022.

Date	INFLUENT WASTEWATER					BELT PRESS			Plant Effluent					
	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
5/1/21			0.752			2.0								
5/2/21			0.726			2.0								
5/3/21			1.238	16.0	7.16	2.0	20,007	3,104			5	8.7	7.02	
5/4/21			1.258	16.0	7.10	2.0	18,688	2,743				8.9	7.08	
5/5/21	68	223	2.520	16.0	7.21	2.0			2.0	4.3		8.1	7.16	<0.120
5/6/21			0.871	16.0	7.18	2.0						8.5	7.11	
5/7/21			1.541	16.0	7.11	2.0						8.4	7.07	
5/8/21			1.239			2.0								
5/9/21			1.030			2.0								
5/10/21			1.010	16.0	7.19	2.0					2	9.0	7.07	
5/11/21			0.872	16.0	7.21	2.0						9.2	7.09	
5/12/21	172	200	0.821	16.0	7.24	2.0			2.5	2.9		9.2	7.11	<0.120
5/13/21			0.620	16.0	7.14	2.0						8.9	7.16	
5/14/21			0.620	16.0	7.19	2.0	21,005	5,746				8.9	7.05	
5/15/21			0.574			2.0								
5/16/21			0.602			2.0								
5/17/21			0.474	16.0	7.21	2.0	18,743	4,674			3	9.4	7.13	
5/18/21			0.470	16.0	7.15	2.0	19,022	1,920				9.0	7.07	
5/19/21	136	240	0.453	17.0	7.09	2.0			2.0	2.3		8.7	7.05	<0.120
5/20/21			0.464	17.0	7.12	2.0						8.9	7.07	
5/21/21			0.426	17.0	7.19	2.0						8.8	7.11	
5/22/21			0.333			2.0								
5/23/21			0.362			2.0								
5/24/21			0.551	18.0	7.07	2.0					2	8.9	7.02	
5/25/21			0.429	19.0	7.01	2.0						8.9	7.07	
5/26/21	40	181	0.468	20.0	6.94	2.0	20,006	2,653	1.0	2.2		8.7	7.10	0.168
5/27/21			0.443	21.0	9.95	2.0	26,339	3,141				8.6	7.12	
5/28/21			1.888	20.0	7.07	2.0	24,713	2,618				8.4	7.01	
5/29/21			1.025			2.0								
5/30/21			0.686			2.0								
5/31/21			0.566	20.0	7.07	2.0						8.4	7.01	
TOTAL			25.332				168,523	26,599						
AVERAGE	104	211	0.817	17.2	7.27	2.0			1.9	2.9	3	8.8	7.08	0.042
MAXIMUM	172	240	2.520	21.0	9.95	2.0			2.5	4.3	5	9.4	7.16	0.168
MINIMUM	40	181	0.333	16.0	6.94	2.0			1.0	2.2	2	8.1	7.01	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



Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR
Reference ID:	wv0032336May2021 (06/15/2021)	Permit ID:	New/Pending
eDMR Worksheet -- WV0032336 - 001			
Status	New	Printed:	Jun. 15, 2021 11:20 AM

Permit: WV0032336

Outlet No: 001

Type: NORMAL

Report for the Month of: May Year: 2021

Retrieve Parameters

eDMR Schedule

Lab Performing Analysis:
157 - STURM ENVIRONMENTAL SERVICES

Parameter	Permit Limits	Quantity				Other Units						Measurement Frequency	Sample Type	Lab	
		Avg	Max	Units	Number Exceed.	Min	Avg	Max	CEL*	Units	Number Exceed.			Test Flag	
50050 (ML-1) RF-A	Reported						0.817	2.520				Continuous		153	
Flow, In Conduit Or Treatment Plant	Permit Limits	N/A	N/A			N/A	Rpt Only	Rpt Only		mgd	0	Continuous	measured		▼
Year Round							Avg. Month	Max. Daily							
00310 (ML-B) RF-A	Reported	31.9	90.4				2.9	4.3				1/week		153	
Bod	Permit Limits	313	626	Lbs/Daily	0	N/A	15	30		mg/l	0	1/week	8 hr comp		▼
Winter Nov 1-June 30							Avg. Month	Max. Daily							
00530 (ML-A) RF-A	Reported	17.7	42.0				1.9	2.5				1/week		153	
Suspended Solids, Total	Permit Limits	625.8	1251.8	Lbs/Daily	0	N/A	30	60		mg/l	0	1/week	8 hr comp		▼
Year Round							Avg. Month	Max. Daily							
51012 (ML-K) RF-A	Reported						98.8					3/month		153	
Bod, 5day Percent Removal, Dry	Permit Limits	N/A	N/A				85	N/A	N/A	Percent	0	2/month	Calculated		▼
Year Round							Month. Avg.								
51013 (ML-K) RF-A	Reported						98.1					1/month		153	
Bod, 5day Percent Removal, Wet	Permit Limits	N/A	N/A				Rpt Only	N/A	N/A	Percent	0	2/month	Calculated		▼
Year Round							Month. Avg.								
51014 (ML-K) RF-A	Reported						98.4					3/month		153	
Solids, Suspended Percent	Permit Limits	N/A	N/A				85	N/A	N/A	Percent	0	2/month	Calculated		▼
Removal, Dry							Month. Avg.								
Year Round															
51015 (ML-K) RF-A	Reported						97.1					1/month		153	
Solids, Suspended Percent	Permit Limits	N/A	N/A				Rpt Only	N/A	N/A	Percent	0	2/month	Calculated		▼
Removal, Wet							Month. Avg.								
Year Round															
74055 (ML-A) RF-A	Reported						3	5				1/week		153	
Coliform, Fecal	Permit Limits	N/A	N/A				200	400		Cnts/100ml	0	1/week	Grab		▼
Year Round							Mon. Geo. M.	Max. Daily							
00400 (ML-A) RF-A	Reported						7.01	7.16				1/week		153	
Ph	Permit Limits	N/A	N/A				6	9		S.U.	0	1/week	Grab		▼
Year Round							Inst. Min.	Inst. Max.							
00300 (ML-A) RF-A	Reported						8.1					1/week		153	
Dissolved Oxygen	Permit Limits	N/A	N/A				7.25	N/A	N/A	mg/l	0	1/week	Grab		▼
Year Round							Inst. Min.								
00810 (ML-A) RF-A	Reported	0.16	2.5				0.042	0.168				1/week		153	
Nitrogen, Ammonia Total	Permit Limits	62.6	125	Lbs/Daily	0		3	6		mg/l	0	1/week	8 hr comp		▼
Winter Nov 1-June 30							Avg. Month	Max. Daily							
00665 (ML-A) RF-A	Reported						1.12	1.26				2/month		157	
Phosphorus, Total (As P)	Permit Limits	N/A	N/A				Rpt Only	Rpt Only		mg/l	0	2/month	8 hr comp		▼
Summer May 1-Oct 31							Avg. Month	Max. Daily							
01119 (ML-A) RF-A	Reported						0.0027	0.0027				1/month		157	
Copper Total Recoverable	Permit Limits	N/A	N/A				0.008	0.015		mg/l	0	1/month	8 hr comp		▼
Year Round							Avg. Month	Max. Daily							
01094 (ML-A) RF-A	Reported						0.050	0.050				1/month		157	
Zinc Total Recoverable	Permit Limits	N/A	N/A				0.075	0.13		mg/l	0	1/month			▼
Year Round															
74069 (ML-6) RF-A	Reported						49.8	422.7	1380.0			1/daily		153	
Stream Flow, Estimated	Permit Limits	N/A	N/A				Rpt Only	Rpt Only	Rpt Only	cfs	0	1/daily	Calculated		▼
Winter Nov 1-June 30							Inst. Min.	Avg. Month	Inst. Max.						

D.4 Maintenance Crew - The following projects were accomplished:

1. Cleaned wet well at Wood/Ritchie P/S.
2. Cleaned wet well at Mon. St. P/S.
3. Changed and made repairs on the pista grit cyclone.
4. Repaired polymer blend pump.
5. Cleaned Deanville wet well.
6. Routine maintenance.

D.5 Line Crew #1 - Brian's crew (Crew #1) is working on the sewer line around Buckhannon Family Dental. The crew did an investigation on North Kanawha Street and found that we needed to make two taps into a new sewer and take out one manhole.

D.6 Line Crew # 2- Kevin's crew (Crew # 2) has finished the sewer line up to the theater alley on North Spring Street. We sent this crew to 12 Myrna Street to do investigations. House has flooded three times. The second time it was because the main line was clogged, and the third time it was because we got approximately 2.5 inches of rain in 1.5 hrs.

D.7 Sewer Extension project for Mark Carrol property by contractor Tim Bragg. We have worked on profile, cost estimate and layout.

D.8 Sewer Extension project for Richard Trent subdivision by contractor Nelson Johns. We have a layout based on Richard Trent's plat.

E. Stormwater

E.1 Buck's Report - Nothing to report. Board Member Loftis asked for an update soon regarding the Stormwater line upgrades that are needed. The Mayor also asked for clarification on the size of stormwater pipe that will be needed for upgrades. A discussion took place regarding the size needs noting that they vary at different locations along with the results of slope studies, etc.

Discussion also took place regarding the heavy rains we had recently and that no system we could design would be able to handle that amount of rain.

F. Correspondence and Information – The Mayor provided an overview on the following:

F.1 Tennerton P.S.D. Meeting Minutes –April & May 2021

Tennerton Public Service District Monthly Meeting April 14, 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 April 14, 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 March 10, 2021 were read, there being no corrections or additions, motion to approve was made by Joe Tenney, seconded by John Barnes.

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:

- New interim rates will go into effect next billing. \$10.87 per 1000 gallons, \$20.64 per 2000 gallons.
- From PSC audit, we were given an 8.9% rate increase which is supposed to generate additional \$43803.00. We requested 15.6% increase.
- We have been ordered to set up a reserve fund. 1.92% of total billing. This will be in addition to the reserve fund we have already at .5%.
- We're in good standing with the Department of Highways. We now have a blanket permit with the DOH. Ringers will now need to contact the DOH before working.
- Orr Street. Haven't started work there yet.
- Country Club has been fixed.
- Foster Street. Beulah Riffle has lots for sale. Sewer line runs on left side of Foster Street. It would require line construction to get back to it. We will require Rule 5, the same terms as with Frank Fato.
- PSC is wanting a contract between Tennerton PSD and UBS Inc.

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

Tennerton Public Service District
Monthly Meeting
May 19, 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 Wednesday May 19, 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 April 14, 2021 were read, there being no corrections or additions, motion to approve was made by Joe Tenney, seconded by John Barnes.

Terry Gould presented the monthly financial reports and the bills to be paid. John Barnes asked why we pay CSX Railroad. Terry Gould explained it was a right of way fee. John Barnes also asked what we purchased from Southern States. Terry Gould said it was for propane for the pump stations. John Barnes also asked if it would be possible to pay Miss Utility on a yearly basis or semiyearly to save on time and checks. Terry Gould explained that Miss Utility will only bill on a monthly basis. A motion to pay the invoices was made by John Barnes and seconded by Joe Tenney.

There were no shutoffs, no Tennerton leak adjustments, 1 city leak adjustment. The board reviewed and approved the previous month's credit memos.

Terry Gould reported on the following:

- Regarding Rule 19A, auditor James Riley has requested a contract between UBS, Inc. and Tennerton PSD.
- A reply and explanation have been sent to Robert Compton concerning the conflict of interest.
- Our Hickory Flat project is being held up because no contract with the city has been agreed upon. Dan Ferrell from Thrasher has made several attempts to contact O'Neel at the city office and has not heard back from him. Terry has contacted our attorney Jeff Zurbach to try and handle this matter to get it resolved quickly.
- House Bill 2370 – Effective 4/10/2021. Adjustments for pool fills. The client gives us the dimension and we calculate gallons, do an inspection, and take a picture to keep on file.
- Beulah Riffle's Realtor Laura Russmisse was told that the sewer could be run with an extension, but the customer would be responsible for the cost.
- The budget is due June 1, 2021.
- Mountaineer Rental Assistance Program – up to 12 months.

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

G. Consent Agenda

G. 1 Approval of Minutes -05/20/2021 & Special 05/27/2021

The Board requested to defer the approval of the minutes until the next meeting so they would have more time to review them.

H. Strategic Issues for Discussion and/or Vote

H.1 Approval to Transfer \$200,000.00 from Sanitary Money Market to a Savings Capital Account at Citizens Bank per WV Code §24-1-1 - Amby explained the need for this action.

(k) The Legislature further finds that an adequate cash working capital fund is essential to allow water and sewer utilities that are political subdivisions of the state to deliver continuous and compliant service. Therefore, these utilities shall maintain a working capital reserve in an amount of no less than one eighth of actual annual operation and maintenance expense. This reserve shall be separate and distinct from and in addition to any repair and replacement fund that may be required by bond covenants.

Motion to transfer \$200,000.00 from the Sanitary Money Market to a Savings Capital Account at Citizens Bank per WV Code §24-1-1 was made by Loftis/Frye. Motion carried.

H.2 Approval Sanitary Board Budget Revision - Amby explained the Sanitary Board Budget Revision and the need for the approval.

Sanitary Board					
Budget Revision 2020-21					
06/17/2021					
Acct number	Acct Name	Original budget	adjustment	Proposed budget	
401-711-920-00	plant vehicles	\$ 25,000.00	\$ (4,000.00)	\$ 21,000.00	
401-712-345-00	uniforms	\$ 7,100.00	\$ 3,200.00	\$ 10,300.00	
401-713-243-00	Line supplies	\$ 35,000.00	\$ 15,000.00	\$ 50,000.00	
401-713-343-00	Street Dept service lines	\$ 2,000.00	\$ 1,000.00	\$ 3,000.00	
401-713-443-00	Line equip & Maint	\$ 30,000.00	\$ (10,000.00)	\$ 20,000.00	
401-713-443-00	Plant Equip & Maint	\$ 30,000.00	\$ (10,000.00)	\$ 20,000.00	
401-714-443-00	Pump Sta Repair&Maint	\$ 45,000.00	\$ (10,000.00)	\$ 35,000.00	
401-714-643-00	Plant Operation exp	\$ 12,000.00	\$ 1,000.00	\$ 13,000.00	
401-714-743-00	Telemetry	\$ 2,000.00	\$ 500.00	\$ 2,500.00	
401-715-101-00	Plant Labor	\$ 279,000.00	\$ 71,000.00	\$ 350,000.00	employees moved from Lines to plant
401-715-103-00	Line Labor	\$ 480,000.00	\$ (82,000.00)	\$ 398,000.00	
401-716-103-00	Office Adm Salaries	\$ 118,442.00	\$ 11,000.00	\$ 129,442.00	
401-716-226-00	Unemplo/Compensation	\$ 3,000.00	\$ (3,000.00)	\$ -	
401-718-105-00	Health Ins	\$ 181,874.00	\$ 12,000.00	\$ 193,874.00	Paid self insurance claims run out \$36000
401-720-226-00	Unemplo/Compensation	\$ -	\$ 21,500.00	\$ 21,500.00	
401-783-369-00	Customer Dep Int	\$ 1,000.00	\$ 300.00	\$ 1,300.00	
401-793-341-00	Office Supplies	\$ 25,000.00	\$ 1,000.00	\$ 26,000.00	
401-798-226-00	Property Insurance	\$ 46,500.00	\$ (5,000.00)	\$ 41,500.00	
401-997-452-00	Sewer Ext Capital	\$ -	\$ 1,600.00	\$ 1,600.00	
401-997-455-00	Sewer Upgrade Capit	\$ 100,000.00	\$ 17,000.00	\$ 117,000.00	
401-997-456-00	Weston Rd North Side	\$ 115,000.00	\$ (32,100.00)	\$ 82,900.00	
				0	

Motion to approve the Sanitary Board Budget Revision as presented was made by Loftis/Frye. Motion carried.

H.3 Discussion/Possible Action Exemption of Surcharge Fee RE: Rt 33 West Extension North. - Buck Samples asked for a further discussion of Surcharge Fee RE: Rt 33 West Extension North. Mr. Samples referenced property owners that were indicating that they were not interested in hooking on to the tap nor paying for the tap fees or the services that will be available. He also referenced the WV Code 16-13A-9 allowing sewer facilities to require property owners to hook onto an available public system.

WV Code 16-13A-9

(c) Any district furnishing sewer facilities within the district may require or may, by petition to the circuit court of the county in which the property is located, compel or may require the Bureau for Public Health to compel all owners, tenants, or occupants of any houses, dwellings, and buildings located near any sewer facilities where sewage will flow by gravity or be transported by other methods approved by the Bureau for Public Health, including, but not limited to, vacuum and pressure systems, approved under the provisions of §16-1-9 of this code, from the houses, dwellings, or buildings into the sewer facilities, to connect with and use the sewer facilities and to cease the use of all other means for the collection, treatment, and disposal of sewage and waste matters from the houses, dwellings, and buildings where there is gravity flow or transportation by any other methods approved by the Bureau for Public Health, including, but not limited to, vacuum and pressure systems, approved under the provisions of §16-1-9 of this code and the houses, dwellings, and buildings can be adequately served by the sewer facilities of the district and it is declared that the mandatory use of the sewer facilities provided for in this subsection is necessary and essential for the health and welfare of the inhabitants and residents of the districts and of the state. If the public service district requires the property owner to connect with the sewer facilities even when sewage from dwellings may not flow to the main line by gravity and the property owner incurs costs for any changes in the existing dwellings' exterior plumbing in order to connect to the main sewer line, the public service district board shall authorize the district to pay all reasonable costs for the changes in the exterior plumbing, including, but not limited to, installation, operation, maintenance, and purchase of a pump or any other method approved by the Bureau for Public Health. Maintenance and operation costs for the extra installation should be reflected in the users charge for approval of the Public Service Commission. The circuit court shall adjudicate the merits of the petition by summary hearing to be held not later than 30 days after service of petition to the appropriate owners, tenants, or occupants.

(d) Whenever any district has made available sewer facilities to any owner, tenant, or occupant of any house, dwelling, or building located near the sewer facility and the engineer for the district has certified that the sewer facilities are available to and are adequate to serve the owner, tenant, or occupant and sewage will flow by gravity or be transported by other methods approved by the Bureau for Public Health from the house, dwelling, or building into the sewer facilities, the district may charge, and the owner, tenant, or occupant shall pay, the rates and charges for services established under this article only after 30 days' notice of the availability of the facilities has been received by the owner, tenant, or occupant. Rates and charges for sewage services shall be based upon actual water consumption or the average monthly water consumption based upon the owner's, tenant's, or occupant's specific customer class.

1.7. Definitions.

1.7.a. "Applicant" -- A person, firm, corporation, municipality, public service district or any other entity that applies for sewer service.

1.7.b. "Available sewer service" -- Sewer service will be deemed available to a customer when a main is installed and maintained by the utility in such location and at such distance from the user's premises as may be provided by city ordinance or by the rules of the utility: Provided, that service shall not be deemed to be available unless the sewage will flow by gravity or be transported by such other methods approved by the Bureau for Public Health including, but not limited to, vacuum and pressure systems, approved under West Virginia Code §16-1-9, from the customer's point of service into the utility service pipe.

1.7.c. Billing Related Dates --

1. "Bill due date" - The date when the utility mails the bill.
2. "Latest pay date" - The last date, which shall be no sooner than the 20th day following the date the utility mails the bill, that the bill may be paid without incurring a late payment penalty. Such date must be stated on the face of the bill.
3. "Delinquent bill" - Any bill issued by a public service district that has not been paid within twenty (20) days of the bill due date; or any bill issued by a sewer utility that is not a public service district within thirty (30) days of the bill due date. Such date must be stated on the face of the bill.

1.7.d. "Commercial Service" -- Means service to each separate business enterprise, occupation or institution occupying for its exclusive use any units or units of space as an entire building, entire floor, suite of rooms or a single room, and using water for such incidental use as the schedule of rates applicable to the particular installation may permit. Commercial service shall apply to all stores, offices, hotels, wholesale houses, garages, display windows, signs, theaters, barber and beauty shops, churches, opera houses, auditoriums, lodge halls, school houses, banks, bakeries and any other space occupied for commercial purposes. Any rooming house, lodging house, resort, inn or tavern renting more than four (4) rooms to strangers or transients without any previous agreement for accommodation or as to the duration of stay shall be classed as a hotel and as such it comes under the commercial classification.

1.7.e. "Commission" -- Whenever in these rules the words "Commission" or "Public Service Commission" appear, such word, or words, shall, unless a different intent clearly

It was the consensus of the Board that we provide a letter of explanation of charges to all property owners affected by this new system and then bill these property owners all appropriate charges.

I. Board Members Comments and Announcements:

- **Board Member Frye** – Nothing further.
- **Board Member Loftis** – Nothing further.
- **Jerry Arnold** – Nothing further.
- **Jay Hollen** – Nothing further.
- **Amby Jenkins** - Nothing further.
- **City Recorder Sanders** –Recorder Sanders noted that Mayor’s birthday was yesterday and extended him belated Happy Birthday wishes.
- **Mayor Skinner** – Nothing further.

J. Adjournment

There being no further business to be transacted, a motion to adjourn was made by Frye/Loftis at 8:47AM. Motion carried.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
