

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

A regular meeting of the Buckhannon Water Board was held on Thursday, July 8, 2021, at 7:30 a.m. at City Hall in Council Chambers. The following were in attendance (GTM – GoToMeeting):

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
Jack Reger	Board Member	Present
David Thomas	Board Member	Present
Don Nestor	Board Member	Present – by GTM
Erasmio Rizo	Board Member	Present
Kelly Arnold	Water Superintendent	Present
Jay Hollen	City Engineer	Present
Jerry Arnold	Director of Public Works	Absent
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O’Neill	City Attorney	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 Water Board – 7:30am by GoToMeeting, Phone and In Person
Meeting Agenda for Thursday, July 8, 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. Financial Report-Amby Jenkins**
 - C.1 June 2021
- D. Department Report**
 - D.1 Water Department Report-Kelly Arnold
- E. Correspondence and Information**
 - E.1 WVPSC Water Rate Ordinance Filing & Tariff Form No. 12 Public Notice of Change in Water Rates
 - E.2 Ordinance N0. 451 New Water Rates & Charges
 - E.3 Notice of Advertisement & Request for SOQ –On Call Engineering Services
 - E.4 Binding Commitment Letter from WV Infrastructure & Jobs Development Council RE: FEMA Generator Project
 - E.5 Letter to UCC RE: Joint Collaboration Request for the Rehabilitation of the Existing Tennerton WST
 - E.6 Complaint on the Water Department
 - E.7 DHHR RE: Redacted Public Version of SWAP Plan
 - E.8 The Pipeline Newsletter from the Public Service Commission of WV –Spring 2021
 - E.9 Mt Hope Water Association Meeting Minutes- May 2021
- F. Consent Agenda**
 - F.1 Approval of Minutes 06/10/2021
- G. Strategic Issues for discussion and vote**
 - G.1 Approval \$100,000.00 to Remain in Water Board Money Market Account for Operating Expenses
 - G.2 Approval \$255,800.00 to Open a Savings Account at Citizens Bank RE: Cash working Capital Requirements WV Code 24-1-1(k)
 - G.3 Approval to Advertise to Hire Plant Operator
- H. Board Members Comments and Announcements**
- I. Mayor’s Comments and Announcements**
- J. Adjournment**

Posted 07/02/2021 Next Water Board Meeting is scheduled for August 12, 2021, at City Hall

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

A.1 Moment of Silence - Mayor Skinner invited all those in attendance to join him in a moment of silence.

A.2 The Pledge to the Flag of the United States of America – The pledge was led by the Mayor Skinner

B. Recognized Guests:

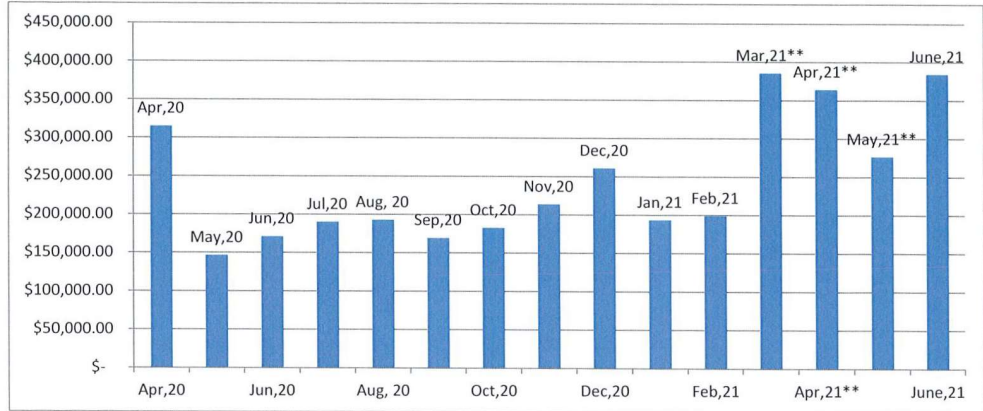
B.1 None

C. Financial Report-Amby Jenkins

C.1 June 2021 - Amby reported on the balances on hand as of June 30, 2021 and provided a review of financial matters as follows:

WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance June 30, 2021	
Money market & checking	\$ 640,252.17 less \$255,800 = 384.452.17 \$230,000 of the \$585,799 CD that was closed in March was moved to savings. Also asking to move \$255,800 to another savings acct At Citizens Bank.
2% Depreciation fund (Working Capital Fund)	\$ 616,007.25 (\$230,000 was added to working capital to meet the
6/30/21 obligation per SB234 6-9-21)	
Savings	\$ 1,521.55



Money Market and Checking Trend
Note: Bond Payments began March 2017 \$22751.66 per mth.

Rate increase will go into effect 8/1/21

7-07-2021 12:42 PM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JUNE 30TH, 2021					
400-WATER		% OF YEAR COMPLETED: 100.00					
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET	
UTILITY BILLINGS							
400-350-000-00 RESIDENTIAL SALES	880,000	75,034.73	875,436.18	0.00	4,563.82	99.48	
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	580,000	41,089.02	498,034.89	0.00	81,965.11	85.87	
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,317.50	15,900.00	0.00 (900.00)	106.00	
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00	
TOTAL UTILITY BILLINGS	1,475,000	117,441.25	1,389,371.07	0.00	85,628.93	94.19	
OUTSIDE DISTRICTS							
400-360-000-00 MT HOPE WATER (MASTER MET	130,000	10,357.78	121,753.99	0.00	8,246.01	93.66	
400-360-000-01 HODGESVILLE PSD (MASTER M	219,000	16,370.46	215,879.26	0.00	3,120.74	98.58	
400-360-000-02 ELKINS ROAD PSD (MASTER M	130,000	13,291.70	155,324.23	0.00 (25,324.23)	119.48	
400-360-000-03 ADRIAN PSD (MASTER METER)	214,000	16,311.68	202,076.18	0.00	11,923.82	94.43	
TOTAL OUTSIDE DISTRICTS	693,000	56,331.62	695,033.66	0.00 (2,033.66)	100.29	
GRANTS							
400-366-000-01 STATE GRANTS	0	0.00	64,067.00	0.00 (64,067.00)	0.00	
400-366-000-02 GRANT -BOAT & AIRCOND	0	0.00	0.00	0.00	0.00	0.00	
400-368-000-00 TAP FEES	5,000	0.00	9,000.00	0.00 (4,000.00)	180.00	
400-368-000-01 RECLASSIFY REVENUE-ARMORY	0	0.00	0.00	0.00	0.00	0.00	
400-368-000-02 RECLASSIFY REVENUE	0	0.00	0.00	0.00	0.00	0.00	
400-368-100-00 PROJECTS NOT 5.5 RULE	2,000	0.00	0.00	0.00	2,000.00	0.00	
400-368-100-03 CONTRIB IN AID CONST 5.5R	0	0.00	9,008.65	0.00 (9,008.65)	0.00	
400-368-200-00 CAPITALIZE PROJ EQUIP CSTS	0	0.00	0.00	0.00	0.00	0.00	
TOTAL GRANTS	7,000	0.00	82,075.65	0.00 (75,075.65)	1,172.51	
INTRAFUND CONTR/CHARGES							
400-370-000-01 LATE CHARGES	19,000	1,652.38	21,456.04	0.00 (2,456.04)	112.93	
400-370-000-02 WATER BILLING-NEW SERVICE	0	0.00	0.00	0.00	0.00	0.00	
400-370-000-03 CUSTOMER BILL FEES(BANK-S	2,000	150.00	3,212.00	0.00 (1,212.00)	160.60	
400-370-000-04 C J MARTIN WATER LINE EXT	0	0.00	0.00	0.00	0.00	0.00	
400-370-000-05 ATLANTIC CST PIPELINE REV	0	0.00	0.00	0.00	0.00	0.00	
TOTAL INTRAFUND CONTR/CHARGES	21,000	1,802.38	24,668.04	0.00 (3,668.04)	117.47	
OTHER REVENUE							
400-379-000-00 GAIN ON SALE	0	0.00	0.00	0.00	0.00	0.00	
400-380-000-00 INTEREST INCOME	1,000	0.00	7,852.46	0.00 (6,852.46)	785.25	
400-399-000-00 MISC. NONOPERATING INCOME	32,801	2,150.00	78,448.80	0.00 (45,647.80)	239.17	
TOTAL OTHER REVENUE	33,801	2,150.00	86,301.26	0.00 (52,500.26)	255.32	
TOTAL REVENUE	2,229,801	177,725.25	2,277,449.68	0.00 (47,648.68)	102.14	

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

400-WATER

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT =====						
NON-OPERATING EXPENSES						
400-550-676-00 BAD DEBT EXPENSE(return c	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 BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION =====						
CONTRIBUTIONS						
400-580-500-00 DEPRECIATION EXPENSE	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 DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
RESERVIOR MANGMT DAM =====						
SALARIES & BENEFITS						
400-601-103-00 RESERVIOR MANAGEMENT LABO	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
400-601-211-00 UTILITIES - ELEC,GAS,PHON	18,760	12.18	17,099.65	0.00	1,660.35	91.15
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	18,760	12.18	17,099.65	0.00	1,660.35	91.15
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	3,000	0.00	954.22	0.00	2,045.78	31.81
400-601-346-00 WATERSHED MANAGEMENT	0	0.00	0.00	0.00	0.00	0.00
400-601-347-00 MAINTENANCE DAM	3,000	0.00	109.28	0.00	2,890.72	3.64
400-601-399-00 WATERSHED, DAM MISC	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL COMMODITIES	8,000	0.00	1,063.50	0.00	6,936.50	13.29
TOTAL RESERVIOR MANGMT DAM	26,760	12.18	18,163.15	0.00	8,596.85	67.87
WATER PLANT =====						
SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	287,808	21,424.57	263,855.07	0.00	23,952.93	91.68
400-642-104-00 FICA TAX	22,160	1,642.54	20,239.76	0.00	1,920.24	91.33

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	41,964	2,297.36	42,345.91	0.00	381.91)	100.91
400-642-106-00 RETIREMENT	31,580	1,921.09	24,351.85	0.00	7,228.15	77.11
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	383,512	27,285.56	350,792.59	0.00	32,719.41	91.47
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	133,000	623.22	103,671.26	0.00	29,328.74	77.95
400-642-221-00 TRAINING & CONTINUED EDUC	4,500	432.78	1,160.78	0.00	3,339.22	25.80
400-642-226-00 UNEMPLOYMENT/COMPENSATION	9,000	238.35	5,169.62	0.00	3,830.38	57.44
TOTAL CONTRACTUAL SERVICES	146,500	1,294.35	110,001.66	0.00	36,498.34	75.09
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,000	381.16	1,776.99	0.00	1,223.01	59.23
400-642-342-00 MAINT TREATMENT PLANT BLD	36,000	264.14	11,591.17	8,700.00	15,708.83	56.36
400-642-343-00 VEHICLE MAINTENANCE	1,500	15.00	30.00	0.00	1,470.00	2.00
400-642-343-01 PLANT VEHICLE FUEL	4,400	211.15	3,882.98	0.00	517.02	88.25
400-642-344-00 GENERAL EQUIPMENT MAINTEN	2,400	712.32	2,360.13	0.00	39.87	98.34
400-642-345-00 UNIFORMS PERSONAL SAFETY	4,400	658.01	4,336.32	0.00	63.68	98.55
400-642-346-00 MAINT TREATMENT PLANT EQU	75,000	6,701.03	35,714.87	33,853.00	5,432.13	92.76
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	395.16	8,001.38	0.00	6,998.62	53.34
400-642-348-00 CHEMICAL COSTS	200,000	18,282.29	129,649.69	0.00	70,350.31	64.82
400-642-349-00 COMPLIANCE MONITORING	15,000	245.00	6,031.00	0.00	8,969.00	40.21
400-642-350-00 TELEMETRY COSTS	12,000	0.00	8,097.32	0.00	3,902.68	67.48
400-642-399-00 PLANT MISCELLANEOUS	3,000	7.28	2,523.71	0.00	476.29	84.12
TOTAL COMMODITIES	371,700	27,872.54	213,995.56	42,553.00	115,151.44	69.02
TOTAL WATER PLANT	901,712	56,452.45	674,789.81	42,553.00	184,369.19	79.55
WATER LINES =====						
SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	327,600	23,810.14	320,903.84	0.00	6,696.16	97.96
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	24,832	1,832.85	24,697.37	0.00	134.63	99.46
400-660-105-00 HEALTH INSURANCE	70,348	4,611.75	70,366.07	0.00	18.07)	100.03
400-660-106-00 RETIREMENT	30,760	2,381.01	32,042.42	0.00	1,282.42)	104.17
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	453,540	32,635.75	448,009.70	0.00	5,530.30	98.78
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	733.21	23,522.59	0.00	4,477.41	84.01
400-660-221-00 TRAINING & CONTINUED EDUC	1,700	207.64	207.64	0.00	1,492.36	12.21
400-660-226-00 UNEMPLOYMENT/COMPENSATION	14,000	312.37	9,188.78	0.00	4,811.22	65.63
TOTAL CONTRACTUAL SERVICES	43,700	1,253.22	32,919.01	0.00	10,780.99	75.33
COMMODITIES						
400-660-341-00 OFFICE EXPENSE	5,200	2,007.50	6,830.43	0.00	1,630.43)	131.35
400-660-342-00 MAINTENANCE GARAGE BLDG	3,000	345.25	3,078.61	0.00	78.61)	102.62

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

400-WATER

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-660-343-00 VEHICLE MAINTENANCE	8,030	1,498.20	4,728.30	0.00	3,301.70	58.88
400-660-343-01 LINE VEHICLE FUEL	11,000	912.63	9,786.50	0.00	1,213.50	88.97
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	1,296.05	13,076.31	0.00	3,923.69	76.92
400-660-345-00 UNIFORMS-PERSONAL SAFETY	7,000	658.01	4,336.31	0.00	2,663.69	61.95
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	10,000	0.00	1,722.04	0.00	8,277.96	17.22
400-660-348-00 DISTRIBUTION TANK MAINTEN	25,000	0.00	2,071.29	4,955.00	17,973.71	28.11
400-660-349-00 LINE MAINTENANCE MATERIAL	150	0.00	150.00	0.00	0.00	100.00
400-660-350-00 LINE MAINT PERMITS (DOH)	500	0.00	0.00	0.00	500.00	0.00
400-660-351-00 COMPLIANCE MONITORING	2,500	0.00	0.00	0.00	2,500.00	0.00
400-660-352-00 NEW SERVICES, UPGRADE MAT	108,801	13,927.79	104,170.45	(1,000.00)	5,630.55	94.82
400-660-353-00 MAPPING & LINE LOCATING E	3,500	38.75	1,451.66	0.00	2,048.34	41.48
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	201,681	20,684.18	151,401.90	3,955.00	46,324.10	77.03
NON-OPERATING EXPENSES						
400-660-999-00 TRAN DISTRIB MISCELLANEOU	3,200	0.00	2,041.92	0.00	1,158.08	63.81
TOTAL NON-OPERATING EXPENSES	3,200	0.00	2,041.92	0.00	1,158.08	63.81

TOTAL WATER LINES 702,121 54,573.15 634,372.53 3,955.00 63,793.47 90.91

WATER METERS
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SALARIES & BENEFITS						
400-902-103-00 METER ON/OFF & MAINT LABO	0	0.00	0.00	0.00	0.00	0.00
400-902-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
400-902-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
400-902-106-00 RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
400-902-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
400-902-221-00 TRAINING & CONTINUED EDUC	0	0.00	0.00	0.00	0.00	0.00
400-902-226-00 WORKERS COMP/ INSURANCE	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						
400-902-342-00 MAINTENANCE OF METER SHOP	0	0.00	0.00	0.00	0.00	0.00
400-902-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-902-343-01 METER VEHICLE FUEL	0	0.00	0.00	0.00	0.00	0.00
400-902-344-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-902-345-00 UNIFORMS-PESONAL SAFETY E	0	0.00	0.00	0.00	0.00	0.00
400-902-346-00 REPLACEMENT NEW METERS, P	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
400-902-999-00 CUST SERVICE-METER READ -	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 WATER METERS 0 0.00 0.00 0.00 0.00 0.00 0.00

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

400-WATER

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OFFICE/ADMIN =====						
SALARIES & BENEFITS						
400-920-101-00 AD & GE SALARIES BOARD	25,800	2,015.38	24,799.95	0.00	1,000.05	96.12
400-920-103-00 AD & GE OFFICE SALARIES	166,000	11,092.22	138,999.57	0.00	27,000.43	83.73
400-920-104-00 FICA TAX	15,000	1,002.08	12,527.76	0.00	2,472.24	83.52
400-920-105-00 HEALTH INSURANCE	16,384	971.30	17,209.52	0.00	(825.52)	105.04
400-920-106-00 RETIREMENT	19,380	1,102.33	14,325.05	0.00	5,054.95	73.92
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	242,564	16,183.31	207,861.85	0.00	34,702.15	85.69
CONTRACTUAL SERVICES						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	1,750	51.22	1,703.27	0.00	46.73	97.33
400-920-221-00 TRAINING & CONTINUED EDUC	500	0.00	0.00	0.00	500.00	0.00
400-920-226-00 UNEMPLOYMENT/COMPENSATION	8,100	188.29	2,461.08	0.00	5,638.92	30.38
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	10,350	239.51	4,164.35	0.00	6,185.65	40.24
COMMODITIES						
400-920-341-00 MATERIALS & SUPPLIES EXPE	25,000	525.38	23,349.87	0.00	1,650.13	93.40
400-920-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-920-347-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-920-348-00 MAINTENANCE & RENT-OFFICE	10,950	0.00	10,000.00	0.00	950.00	91.32
400-920-349-00 AUDITING EXPENSE	3,000	704.43	2,783.49	0.00	216.51	92.78
400-920-350-00 LEGAL EXPENSE	8,500	0.00	8,235.00	0.00	265.00	96.88
400-920-351-00 ENGINEERING EXPENSE	0	0.00	0.00	0.00	0.00	0.00
400-920-352-00 PROPERTY INSURNACE	38,200	0.00	38,133.65	0.00	66.35	99.83
400-920-353-00 PSC ASSESSMENTS	6,200	0.00	4,963.83	0.00	1,236.17	80.06
400-920-369-00 CUSTOMER DEP INTEREST PAI	1,100	13.32	920.99	0.00	179.01	83.73
TOTAL COMMODITIES	92,950	1,243.13	88,386.83	0.00	4,563.17	95.09
CAPITAL OUTLAY						
400-920-459-00 CAPITAL OUTLAY COMPUTER	7,500	0.00	5,354.74	0.00	2,145.26	71.40
TOTAL CAPITAL OUTLAY	7,500	0.00	5,354.74	0.00	2,145.26	71.40
NON-OPERATING EXPENSES						
400-920-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
400-920-999-00 ADM BOARD-BILLING MISC	37,500	2,609.33	35,856.35	0.00	1,643.65	95.62
TOTAL NON-OPERATING EXPENSES	37,500	2,609.33	35,856.35	0.00	1,643.65	95.62

TOTAL OFFICE/ADMIN 390,864 20,275.28 341,624.12 0.00 49,239.88 87.40

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

400-WATER

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SALARIES & BENEFITS						
400-955-109-00 BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
BOND PAYMENTS						
=====						
CONTRACTUAL SERVICES						
400-970-221-00 WATER BOND A 2016	271,400	22,481.88	271,365.57	0.00	34.43	99.99
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	271,400	22,481.88	271,365.57	0.00	34.43	99.99
TOTAL BOND PAYMENTS	271,400	22,481.88	271,365.57	0.00	34.43	99.99
CAPITAL/PROJECTS						
=====						
SALARIES & BENEFITS						
400-999-110-00 PAINT WATER TANKS	9,000	0.00	7,620.00	0.00	1,380.00	84.67
400-999-120-00 METER READER HANDHELD UPG	0	0.00	0.00	0.00	0.00	0.00
400-999-130-00 BOAT&AC GRANT 2020	0	0.00	0.00	0.00	0.00	0.00
400-999-140-00 ISLAND AVE 6" TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
400-999-170-00 ATLANTIC CST PIPEL PASSTH	44,500	0.00	44,439.30	0.00	60.70	99.86
400-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
400-999-173-00 MEADE - COLLEGE TO CAMDEN	0	0.00	0.00	0.00	0.00	0.00
400-999-176-00 LIGHTBURN STREET	0	0.00	0.00	0.00	0.00	0.00
400-999-177-00 RILEY HEIGHTS	0	0.00	0.00	0.00	0.00	0.00
400-999-178-00 HYDRANT UPGRADE TO STEAME	0	0.00	0.00	0.00	0.00	0.00
400-999-187-00 BRIDGE METER SHOP TO CHEM	0	0.00	0.00	0.00	0.00	0.00
400-999-188-00 BRUSHY FORK LANE WIDENING	0	0.00	0.00	0.00	0.00	0.00
400-999-189-00 RENEW 84 METER SERVICES	0	0.00	0.00	0.00	0.00	0.00
400-999-190-00 VARIOUS OTHER PROJECTS	9,000	0.00	8,494.39	0.00	505.61	94.38
400-999-191-00 HOUSING AUTHORITY METERIN	0	0.00	0.00	0.00	0.00	0.00
400-999-197-00 PAINTING INT N. BKH TANK	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	62,500	0.00	60,553.69	0.00	1,946.31	96.89
NON-OPERATING EXPENSES						
400-999-602-00 INTAKE LARGE COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
400-999-612-00 WATER PLANT PROJ PHASE 1	0	0.00	0.00	0.00	0.00	0.00
400-999-613-00 KNOLLWOOD 4" TAP	0	0.00	0.00	0.00	0.00	0.00
400-999-619-00 24 MISC VALVES TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-620-00 EMERG GEN @ BOOSTER STATI	0	0.00	0.00	0.00	0.00	0.00
400-999-621-00 PAINT INT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-622-00 LEWIS LINE EXTENTION	0	0.00	0.00	0.00	0.00	0.00

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

400-WATER

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-623-00 CORR H SOUTH WATER LINE	0	0.00	0.00	0.00	0.00	0.00
400-999-624-00 PAINT EXT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-625-00 14 NEW CITY/COUNTY HYDRAN	0	0.00	0.00	0.00	0.00	0.00
400-999-626-00 COMMERCIAL LAWNMOWER	0	0.00	0.00	0.00	0.00	0.00
400-999-627-00 GPS & LAPTOP	0	0.00	0.00	0.00	0.00	0.00
400-999-628-00 ST JOE CHECK VALVE SYSTEM	0	0.00	0.00	0.00	0.00	0.00
400-999-665-00 DEPRECIATION FUND (NEW PL	0	0.00	0.00	0.00	0.00	0.00
400-999-666-00 VICTORIA HILL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-667-00 FILTER MEDIA REPLACEMENT	0	0.00	0.00	0.00	0.00	0.00
400-999-668-00 REBUILD ALTITUDE AND PRV	0	0.00	0.00	0.00	0.00	0.00
400-999-669-00 EWMS GRANT EXP EARLYWARNI	11,000	0.00	0.00	0.00	11,000.00	0.00
400-999-670-00 ARMORY-BRUSHY FORK LINE	0	0.00	0.00	0.00	0.00	0.00
400-999-671-00 REPLACE FLAT METER LIDS	0	0.00	0.00	0.00	0.00	0.00
400-999-672-00 LEAK DETECTION EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
400-999-673-00 CLOW TANK BIO FILM REMOVA	0	0.00	0.00	0.00	0.00	0.00
400-999-674-00 REPLACE CREW TRUCK	0	0.00	0.00	0.00	0.00	0.00
400-999-675-00 BOOM TRUCK/SLUDGE	0	0.00	0.00	0.00	0.00	0.00
400-999-676-00 PLANT AIR COMPRESSOR	25,000	0.00	0.00	0.00	25,000.00	0.00
400-999-677-00 SLUDGE PUMPS	0	0.00	0.00	0.00	0.00	0.00
400-999-678-00 PLANT FLOW METER	0	0.00	0.00	0.00	0.00	0.00
400-999-679-00 LIME/SODA ASH FEEDER	0	0.00	0.00	0.00	0.00	0.00
400-999-680-00 VFD-H.S PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-681-00 SCADA TANK/PUMP STATION	155,872	12,989.32	155,871.84	0.00	0.16	100.00
400-999-681-01 ADRIAN HODGESVILLE SCADA	0	0.00	0.00	0.00	0.00	0.00
400-999-682-00 RAW WATER TURB METER	0	0.00	0.00	0.00	0.00	0.00
400-999-682-01 PROPERTY PURCHASE 161 WOO	0	0.00	0.00	0.00	0.00	0.00
400-999-682-02 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-682-03 XREA PUMPS FOR PUMPSTATIO	0	0.00	0.00	0.00	0.00	0.00
400-999-682-04 SUPERVISOR TRUCK	32,700	2,472.11	32,225.93	0.00	474.07	98.55
400-999-682-05 BACKHOE	11,803	0.00	11,801.44	0.00	1.56	99.99
400-999-682-06 CAPSTONE REPAIR WTP BLDGS	0	0.00	0.00	0.00	0.00	0.00
400-999-682-07 ROOFING SEAM REPAIR	0	0.00	0.00	0.00	0.00	0.00
400-999-682-08 CADD SOFTWARE LICENSE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-09 TANK MIXERS TENNERTON TAN	0	0.00	0.00	0.00	0.00	0.00
400-999-682-10 N BUCKHANNON TANK CAGE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-11 CHEMICAL PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-682-12 DEER CREEK ONEIL LINE	0	0.00	0.00	0.00	0.00	0.00
400-999-683-00 SECURITY GATE	0	0.00	0.00	0.00	0.00	0.00
400-999-684-00 TANK INSPECTIONS	0	0.00	0.00	0.00	0.00	0.00
400-999-685-00 SECURITY FENCING ALL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-686-00 REBUILD ALTITUDE AND PRV	0	0.00	0.00	0.00	0.00	0.00
400-999-687-00 FLOW METER TENNERTON	0	0.00	0.00	0.00	0.00	0.00
400-999-688-00 MASTER METERS COLLEGE	0	0.00	0.00	0.00	0.00	0.00
400-999-689-00 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-690-00 EXTRA PUMPS FOR PS	0	0.00	0.00	0.00	0.00	0.00
400-999-691-00 SECURITY FOR TANKS/PS	0	0.00	0.00	0.00	0.00	0.00
400-999-692-00 BACKHOE	0	0.00	0.00	0.00	0.00	0.00
400-999-693-00 CAPSTONE REPAIR WTP	0	0.00	0.00	0.00	0.00	0.00
400-999-694-00 18' SILENT CHECK VALVE	0	0.00	0.00	0.00	0.00	0.00
400-999-695-00 3 & 4 FILTER REHAB	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	236,375	15,461.43	199,899.21	0.00	36,475.79	84.57

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

400-WATER

% OF YEAR COMPLETED: 100.00						
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL CAPITAL/PROJECTS	298,875	15,461.43	260,452.90	0.00	38,422.10	87.14
TOTAL EXPENDITURES	2,591,732	169,256.37	2,200,768.08	46,508.00	344,455.92	86.71
REVENUE OVER/(UNDER) EXPENDITURES	(361,931)	8,468.88	76,681.60 (46,508.00) (392,104.60)	8.34-

Water Payment of Bills 7-8-2021

- \$1,930.00 – SAL CHEMICAL – FLUORIDE
- \$18,282.29- PHOENIX SOLUTIONS- CHEMICAL COST
- \$1,670.00 – PRECISION PUMP & VALVE – WALL MOUNTS
- \$2,727.03 – MATTHEWS LUBRICANTS INC – JAX 5GAL, MOBIL 46 5GAL
- \$1,262.86 – JENKINS FORD – REPAIR CREW TRUCK A/C
- \$3,590.35 – FERGUSON WATERWORKS – VALVE REPLACEMENT
- \$3,903.02 – CORE & MAIN – ANTENNA & HYD PARTS

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DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
RESERVIOR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	12.18
				TOTAL:	12.18
WATER PLANT	WV DEPT OF HIGHWAYS	642-344-00	GENERAL EQUIPMENT MA	CRAN FOR RAW PUMP	344.31
	LYKINS OIL COMPANY	642-343-01	PLANT VEHICLE FUEL	WATER MAY 2021 FUEL BILL	211.15
	A F WENDLING INC	642-347-00	PLANT LAB MAINT & SU	PAPER TOWEL, GLOVES	218.26
	UNIFIRST CORP	642-345-00	UNIFORMS PERSONAL SA	ALL DEPT JUNE 2021 UNIFORM	274.77
		642-345-00	UNIFORMS PERSONAL SA	MAY 2021 UNIFORMS	383.24
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WAT JUN 2021 HEALTH & LIFE	1,644.36
		642-105-00	HEALTH INSURANCE	WAT JUN 2021 SUBSIDY	640.00
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	20.64
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	278.42
	GRAINGER	642-347-00	PLANT LAB MAINT & SU	GLYCINE20	90.83
	NAPA-AMTOWER AUTO SUPPLY	642-344-00	GENERAL EQUIPMENT MA	FAN BELT	7.76
	LOWES BUSINESS ACCOUNTS	642-342-00	MAINT TREATMENT PLAN	CONCRETE, ROD CAULK GUN	69.18
		642-399-00	PLANT MISCELLANEOUS	LATE FEE & INT	7.28
	WV DEPT OF HEALTH	642-349-00	COMPLIANCE MONITORIN	FLUORIDE ANALYSIS 6/21	15.00
	SAL CHEMICAL INC	642-346-00	MAINT TREATMENT PLAN	CHARGE, FLUORIDE	1,930.00
	WV MUNICIPAL LEAGUE	642-226-00	UNEMPLOYMENT/COMPENS	WAT 2ND QTR 2021 UNEMPLOYM	238.35
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	853.37
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	803.72
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	132.00
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	132.00
	SNOWSHOE RESORT MANAGEMENT I	642-221-00	TRAINING & CONTINUED	PCRD-RESV JMYERS WVRW2021	207.64
		642-221-00	TRAINING & CONTINUED	PCRD-RESV JWAMSLEY WVRW202	207.64
	BUCKHANNON DISCOUNT TIRE INC	642-343-00	VEHICLE MAINTENANCE	FLAT REPAIR W5	15.00
	INDEED.COM	642-341-00	OFFICE EXPENSE	PCRD-WASTE AND WATER HELP	59.44

07-07-2021 08:36 AM disbursements 06-01-2021- 06-30-2021

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	PREMIER PAC, CHLORINE	6,610.00
		642-348-00	CHEMICALS	CHEMICALS	8,982.29
		642-348-00	CHEMICALS	CHEMICALS	2,690.00
	US CELLULAR	642-211-00	UTILITIES - ELEC, GA	613-0153 7363 642-5828 514	171.04
	SPRINT	642-211-00	UTILITIES - ELEC, GA	ALL DEPT JUNE GEOTABS	86.76
	OFFICE OF WATER PROGRAMS CA	642-221-00	TRAINING & CONTINUED	PCRD-WTP OPERATIONS COURSE	17.50
	PRECISION PUMP & VALVE SERVI	642-346-00	MAINT TREATMENT PLAN	WALL MOUNTS	1,670.00
	CRITES ELECTRICAL SUPPLY INC	642-344-00	GENERAL EQUIPMENT MA	16/3 SHIELD STR CABLE	360.25
	WALMART STORES INC -BUCKHAN	642-347-00	PLANT LAB MAINT & SU	OFFICE SUPPLIES	53.53
	MCCARTY'S SEPTIC SERVICE	642-346-00	MAINT TREATMENT PLAN	PUMP, DISPOSAL	374.00
	MATTHEWS LUBRICANTS, INC.	642-346-00	MAINT TREATMENT PLAN	JAX 5 GAL, MOBIL 46 5GAL	2,727.03
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	673.14
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	658.08
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	157.42
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	153.90
	CLARKSBURG WATER BOARD	642-349-00	COMPLIANCE MONITORIN	BACT SAMPLES JUNE21	230.00
	AMAZON.COM	642-347-00	PLANT LAB MAINT & SU	PCRD-SYRINGE FILTER	32.54
		642-341-00	OFFICE EXPENSE	PCRD-OFFICE CHAIRS	321.72
		642-342-00	MAINT TREATMENT PLAN	PCRD-DOOR LOCK	194.96
	PAYFLEX	642-105-00	HEALTH INSURANCE	WAT JUN 2021 HSA FEES	13.00
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	JUN 2021 ANTENNA RENTAL	30.00
	FRONTIER	642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	0.00
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	0.00
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	36.36
	**PAYROLL EXPENSES			6/01/2021 - 6/30/2021	21,424.57
				TOTAL:	56,452.45
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110083759404 BRUSHY FORK	5.00
		660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	117.81
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	6.25
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	5.92
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	5.00
	LYKINS OIL COMPANY	660-343-01	LINE VEHICLE FUEL	WATER MAY 2021 FUEL BILL	912.63
	UNIFIRST CORP.	660-345-00	UNIFORMS-PERSONAL SA	ALL DEPT JUNE 2021 UNIFORM	274.77
		660-345-00	UNIFORMS-PERSONAL SA	2021 UNIFORMS	383.24
	REGION VII PLANNING PDC	660-341-00	OFFICE EXPENSE	GIS SERVICES	110.00
		660-341-00	OFFICE EXPENSE	GIS SERVICES	220.00
		660-341-00	OFFICE EXPENSE	GIS SERVICES	1,677.50
	AIRGAS USA, LLC	660-344-00	GENERAL EQUIPMENT MA	TANK LEASE RENEWAL	100.00
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WAT JUN 2021 HEALTH & LIFE	3,145.75
		660-105-00	HEALTH INSURANCE	WAT JUN 2021 SUBSIDY	1,440.00
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	20.64
		660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	278.42
	AUTO ZONE	660-344-00	GENERAL EQUIPMENT MA	BATTERY SKID STEER	124.76
		660-343-00	VEHICLE MAINTENANCE	BATTERY W7	145.34
	SPEEDWAY 9218	660-352-00	NEW SERVICES, UPGRAD	PCRD-FUEL TO PU NEW TRKS	149.05
	HARBOR FREIGHT TOOLS	660-344-00	GENERAL EQUIPMENT MA	PCRD-4 GALLON AND 2 GALLON	35.98
	MISS UTILITY OF WEST VIRGINI	660-353-00	MAPPING & LINE LOCAT	MAY 21 MISS UTILITIYS	38.75
	LOWES BUSINESS ACCOUNTS	660-344-00	GENERAL EQUIPMENT MA	GRINDING WHLS, LADDER	404.13
		660-352-00	NEW SERVICES, UPGRAD	CONCRETE, KNIFE, BRUSH	550.45
		660-344-00	GENERAL EQUIPMENT MA	SOCKET SET, GAS CAN	172.70
		660-342-00	MAINTENANCE GARAGE B	CLEANING SUPPLIES	219.18
		660-352-00	NEW SERVICES, UPGRAD	SEED,TOP SOIL, B FORK	608.23
	STATE EQUIPMENT INC.	660-344-00	GENERAL EQUIPMENT MA	WEDEATER STRING,OIL	175.99

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disbursements 06-01-2021- 06-30-2021

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
OFFICE/ADMIN	ACE HARDWARE & CONTRACTOR SUPPLY	660-344-00	GENERAL EQUIPMENT MAINTENANCE	LEAF BLOWER	239.99
	JENKINS FORD INC	660-352-00	NEW SERVICES, UPGRADE	PCRD-SHIPING ON R900 METE	31.22
	WV MUNICIPAL LEAGUE	660-343-00	VEHICLE MAINTENANCE	REPAIR CREW TRK A/C	1,262.86
	WV PUBLIC EMPLOYEES RETIREMENT	660-226-00	UNEMPLOYMENT/COMPENSATION	WAT 2ND QTR 2021 UNEMPLOYM	312.37
	FERGUSON WATERWORKS	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,217.09
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,163.92
		660-352-00	NEW SERVICES, UPGRADE	PLUNGER KIT,RUB HYD	404.00
		660-352-00	NEW SERVICES, UPGRADE	VALVE REPLACEMENT	3,590.35
	UNIQUE PAVING MATERIALS CORP	660-352-00	NEW SERVICES, UPGRADE	COLD PATCH	821.70
	SNOWSHOE RESORT MANAGEMENT INC	660-221-00	TRAINING & CONTINUED	PCRD-RESV WVRW KARNOLD 202	207.64
	BUCKHANNON DISCOUNT TIRE INC	660-343-00	VEHICLE MAINTENANCE	INSPECTION	14.00
		660-343-00	VEHICLE MAINTENANCE	INSPECTION W2,4,1,7	56.00
		660-343-00	VEHICLE MAINTENANCE	FLAT ON DUMP TRK REPAIR	20.00
	RAVEN ROCK NETWORKS INC	660-344-00	GENERAL EQUIPMENT MAINTENANCE	RESET K ARNOLD NETWORK	42.50
	CORE & MAIN LP	660-352-00	NEW SERVICES, UPGRADE	PIPE, RISERS	1,468.85
		660-352-00	NEW SERVICES, UPGRADE	PIPE RISER,BEND,CPLG	155.70
		660-352-00	NEW SERVICES, UPGRADE	PIPE RISER,BEND,CPLG	75.39
		660-352-00	NEW SERVICES, UPGRADE	ANTENNA, HYD PARTS	2,883.02
		660-352-00	NEW SERVICES, UPGRADE	ANTENNA, HYD PARTS	1,020.00
		660-352-00	NEW SERVICES, UPGRADE	HYDRANT PARTS	324.18
		660-352-00	NEW SERVICES, UPGRADE	HYDRANT PARTS	234.60
		660-352-00	NEW SERVICES, UPGRADE	6 PVC C900 DR14 PIPE	534.00
		660-352-00	NEW SERVICES, UPGRADE	PUMPS, TRANS KITS	197.40
		660-352-00	NEW SERVICES, UPGRADE	PUMPS, TRANS KITS	390.00
		660-352-00	NEW SERVICES, UPGRADE	PUMPS, TRANS KITS	87.72
	US CELLULAR	660-211-00	UTILITIES - ELEC,GAS	613-0153 7363 642-5828 514	171.04
	SPRINT	660-211-00	UTILITIES - ELEC,GAS	ALL DEPT JUNE GEOTABS	86.76
	WALMART STORES INC -BUCKHANNON	660-342-00	MAINTENANCE GARAGE B	PAPER,TAPE, MARKERS	126.07
	INTERNAL REVENUE SERVICE	660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	759.19
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	726.23
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	177.57
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	169.86
	AMAZON.COM	660-352-00	NEW SERVICES, UPGRADE	PCRD-AMERICAN FLAGS ANTI S	141.94
		660-352-00	NEW SERVICES, UPGRADE	PCRD-PAPER SHREDDER	259.99
	PAYFLEX	660-105-00	HEALTH INSURANCE	WAT JUN 2021 HSA FEES	22.75
		660-105-00	HEALTH INSURANCE	WAT JUN 2021 HSA FEES	3.25
	FRONTIER	660-211-00	UTILITIES - ELEC,GAS	472-2530-101615-4 WATER	0.00
		660-211-00	UTILITIES - ELEC,GAS	30401156600826024 WAT TELE	0.00
		660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	36.37
	**PAYROLL EXPENSES			6/01/2021 - 6/30/2021	23,810.14
				TOTAL:	54,573.15
OFFICE/ADMIN	RALSTON PRESS INC	920-341-00	MATERIALS & SUPPLIES	RED STAMP PAD	7.02
		920-999-00	ADM BOARD-BILLING MI	10,000 WINDOW ENVELOPES	201.84
	RECORD-DELTA NEWSPAPER	920-341-00	MATERIALS & SUPPLIES	WATER RATE CHANGE AD	162.60
	GATES SUPPLY	920-341-00	MATERIALS & SUPPLIES	COLOR PAPER	34.50
	PITNEY BOWES INC	920-999-00	ADM BOARD-BILLING MI	JUN 2021 PERMIT POSTAGE	1,042.08
	WV PUBLIC EMPLOYEES INSURANCE	920-105-00	HEALTH INSURANCE	WAT JUN 2021 HEALTH & LIFE	644.80
		920-105-00	HEALTH INSURANCE	WAT JUN 2021 SUBSIDY	320.00
	ELECSYS INTERNATIONAL CORP	920-999-00	ADM BOARD-BILLING MI	MCON MNTHLY MAINT CONTRACT	76.00
	WV MUNICIPAL LEAGUE	920-226-00	UNEMPLOYMENT/COMPENSATION	WAT 2ND QTR 2021 UNEMPLOYM	188.29
	WV PUBLIC EMPLOYEES RETIREMENT	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	558.94
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	515.70
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTION	27.69
07-07-2021 08:36 AM disbursements 06-01-2021- 06-30-2021					
FUND: WATER					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
OFFICE/ADMIN	PAYROLL ACCOUNT (ALL DEPTS)	920-341-00	MATERIALS & SUPPLIES	MAY 2021 AA FEES	188.44
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	CC FEES JULY-OCT 2020	45.06
		920-999-00	ADM BOARD-BILLING MI	CREDIT CARD FEES MAY 2021	1,016.01
	TOSHIBA FINANCIAL SERVICES	920-999-00	ADM BOARD-BILLING MI	CITY HALL COPIER LEASE	139.03
	US CELLULAR	920-211-00	UTILITIES - ELEC,GAS	642-1651 613-0113 0002	51.22
	DAVID L HOWELL CPA	920-349-00	AUDITING EXPENSE	FINAL BILLING AUDIT OF 6-3	704.43
	JERRY HEARD ASSC.	920-341-00	MATERIALS & SUPPLIES	COPIER PAPER	21.50
	WVNET	920-999-00	ADM BOARD-BILLING MI	WEB HOSTING 3RD QTR 2021	18.75
	WALMART STORES INC -BUCKHANNON	920-341-00	MATERIALS & SUPPLIES	CITY HALL SUPPLIES	33.13
		920-341-00	MATERIALS & SUPPLIES	CITY HALL SUPPLIES	33.13
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	479.03
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	333.13
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	112.02
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	77.90
	PAYFLEX	920-105-00	HEALTH INSURANCE	WAT JUN 2021 HSA FEES	6.50
	UPSHUR COUNTY CLERK	920-999-00	ADM BOARD-BILLING MI	ESTATE PATRICIA PUGH CLAIM	5.00
		920-999-00	ADM BOARD-BILLING MI	ESTATE BERNARD DUKE CLAIM	5.00
	FRONTIER	920-211-00	UTILITIES - ELEC,GAS	472-1651-101515-4 CITY HALL	0.00
		920-211-00	UTILITIES - ELEC,GAS	304-003-2273-060600-4	0.00
	FIFTH THIRD BANK	920-999-00	ADM BOARD-BILLING MI	FINCHRG APR	73.51
	SUDDENLINK	920-999-00	ADM BOARD-BILLING MI	JULY 2012 INTERNET	32.11
	**PAYROLL EXPENSES			6/01/2021 - 6/30/2021	13,107.60
				TOTAL:	20,261.96
BOND	MUNICIPAL BOND COMM OF WV	970-221-00	WATER BOND A 2016	WATER BOND A PYMT 6/21	22,481.88
				TOTAL:	22,481.88
CAPITAL/PROJECTS	J.P. MORGAN EQUIPMENT FINANCE	999-681-00	SCADA TANK/PUMP STATION	SCADA TANK/PUMP STATION 6/	12,989.32
	ENTERPRISE FM TRUST	999-682-04	SUPERVISOR TRUCK	22GCPD 2017 FORD F150 LEAS	582.20
		999-682-04	SUPERVISOR TRUCK	22GCR2 2017 NISSAN LEASE P	474.54
		999-682-04	SUPERVISOR TRUCK	22GCWC 2017 NISSAN LEASE P	471.79
		999-682-04	SUPERVISOR TRUCK	22GCWP 2017 NISSA LEASE PY	471.79
		999-682-04	SUPERVISOR TRUCK	22GDSQ 2017 NISSA LEASE PY	471.79
				TOTAL:	15,461.43

Without objection, Mayor Skinner moved *G.1 Approval \$100,000.00 to Remain in Water Board Money Market Account for Operating Expenses* and *G.2 Approval \$255,800.00 to Open a Savings Account at Citizens Bank RE: Cash working Capital Requirements WV Code 24-1-1(k)* both to the table for discussion/vote.

PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON

At a session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA in the City of Charleston on the 9th day of December 2020.

GENERAL ORDER NO. 183.13

GENERAL ORDER ADDRESSING TREATMENT OF THE CASH WORKING CAPITAL REQUIREMENTS OF W.VA. CODE §24-1-1(k).

COMMISSION ORDER

The Commission modifies certain requirements of the process whereby a utility with a current cash working capital reserve (CWCRC) rate increment and a corresponding future rate eliminating that CWCRC increment may extend its current CWCRC rate increment until the Commission establishes a new CWCRC rate increment in a future rate case.

BACKGROUND

On February 24, 2020, the Commission issued General Order No. 183.11, General Order Addressing Treatment of the Cash Working Capital Requirements of W. Va. Code § 24-1-1(k) (G.O. 183.11), revising the method of calculating an adequate CWCRC allowance in revenue requirements applicable to certain utilities, establishing a procedure whereby the CWCRC increment would be built into rates on an ongoing basis, and establishing CWCRC accounting and reporting requirements.

The Order also established a procedure for utilities to continue charging a current CWCRC rate increment and cancel the corresponding future rate reduction to eliminate the CWCRC increment. In instances when a utility is operating under tariff rates containing a CWCRC increment, and wishes to continue charging those rates, G.O. 183.11 stated, in part,

The revised CWCRC process described in this Order is applicable to rate cases in which the Commission is required by law to ensure that [W. Va. Code § 24-1-1(k)] CWCRC requirements are met. The Commission is aware that many utilities may have a current CWCRC increment authorized by the Commission with a corresponding future reduction to eliminate that CWCRC

Motion to approve having \$100,000.00 remain in Water Board Money Market Account for Operating Expenses was made by Thomas/Rizo. Motion carried.

Motion to approve using \$255,800.00 to open a savings account at Citizens Bank RE: Cash working Capital Requirements WV Code 24-1-1(k), was made by Reger/Thomas. Motion carried.

Motion to approve the June 2021 financial report was made by Thomas/Reger. Motion carried.

D. Department Report

D.1 Water Department Report- Kelly Arnold reviewed the following with the Board:

- Water leaks – 2
- Weekly safety meetings took place
- Locates
- Renewed service – 1
- New Services – 0
- Residential meters changed –
- Residential meters tested – 0
- Raw water pump and motor
- Ran wire for VFD controller
- Replaced valves USPFO meter pit
- Repaired service line on Spring Street
- Replaced valves on Route 20 and Wendlings
- Working with fiber crews (locates)
- Received 4 lease trucks started changing equipment over
- We had 4 individuals take Class I course and test; all 4 passed
- 1 Water Plant OIT resigned
- Public Service District meters tested-0
- All meters were read in system
- Clearing brush and grass from ROW's and tank sites
- Clearing meter barrel lids
- Will be starting to paint hydrants
- Cleaning out valve boxes

- Repair meter barrels
- Maintenance booster stations
- GPS valves, services, leaks for past year
- 59.5 million gallons of water treated for month of June – 1.98 million a day
- Cost per million gallons were treated for March was \$148.78
- 106,970 gallons of water hauled from plant
- Off & On Reports / Customer complaints answered -
- Non-Payments
- Continue to work on back-flow/cross-conn program
- Maintenance equipment

Month: Jun-21

			Monthly Total	Y-T-D	
Million Gallons Treated:			59.5	767.435	
Total Chemical Treatment Cost:			9850.278	114186.2	
Cost per Million Gallons:			165.5509	148.7894	
Chemical	Cost	Unit	Amount Used (lbs)	Monthly Cost	Y-T-D Cost
Carbon	1.064	lb	352	374.528	3919.696
Chlorine	0.375	lb	1660	622.5	7173
Fluoride	0.55	lb	400	220	2612.5
KMnO4	3.00	lb	443	1329	12489
NaMno4	1.4	lb		0	0
Lime	0.15	lb	1300	195	2530.5
Premier Pac	0.35	lb	12040	4214	47567.52
Soda Ash	0.295	lb	7450	2197.75	28361.5
Sodium Hex	1.55	lb	450	697.5	9532.5
Smart-Phos	14.16	GAL	0	0	0
				9850.278	114186.2

Kelly also included an Unaccounted-for Water Report through June 30, 2021. He has been encouraging staff members to take classes and testing to increase our Classification Category needs for the plant, noting that it takes several years to move up through the classes. A discussion on overall staffing took place.

Unaccounted For Water through June 30, 2021						
	Produced (a.)	Plant Loss (b.)	istribution Loss (c.)	old to City (d.)	Sold to PSDs (e.)	Percent Loss
Jul-20	67,137,000	1,659,378	89,000	21,510,900	33,244,400	15.84%
Aug-20	63,615,000	1,351,680	350,000	19,938,800	30,470,600	18.08%
Sep-20	63,237,000	1,296,776	282,000	20,468,800	31,571,800	15.21%
Oct-20	66,930,000	1,416,859	592,637	20,141,500	33,123,800	17.41%
Nov-20	61,077,000	1,258,857	1,543,000	19,030,900	32,885,800	10.41%
Dec-20	66,123,000	1,345,855	4,435,300	17,832,100	31,062,000	17.31%
Jan-21	69,216,000	1,434,292	804,852	19,378,100	35,679,100	17.22%
Feb-21	64,107,295	1,358,698	1,025,983	20,078,000	36,096,300	8.65%
Mar-21	62,966,957	1,167,894	62,000	20,681,000	34,285,000	10.75%
Apr-21	61,287,609	1,157,242	1,490,000	20,661,800	32,399,400	9.10%
May-21	62,210,463	1,133,627	1,118,000	21,538,800	32,045,300	10.25%
Jun-21	59,538,012	1,157,331	700,000	20,296,400	32,006,600	9.03%
Totals:	767,445,336	15,738,489	12,492,772	241,557,100	394,870,100	13.39%

Without objection, Mayor Skinner moved *G.3 Approval to Advertise to Hire Plant Operator* to the table for discussion/vote.

Motion to approve advertising to hire a plant operator was made by Thomas/Rizo. Motion carried.

E. Correspondence and Information - The Mayor reviewed the following items with the Board.

E.1 WVPSC Water Rate Ordinance Filing & Tariff Form No. 12 Public Notice of Change in Water Rates

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD# 304.472.9550
Fax# 304.472.0934

June 18, 2021

Connie Graley, Director
Executive Secretary Division
West Virginia Public Service Commission
201 Brooks Street
P.O. Box 812
Charleston, WV 25323

RE: City of Buckhannon - Water Rate Ordinance Filing

Dear Ms. Graley:

On behalf of the City of Buckhannon, please find copies of all of documents that are required pursuant to PSC procedural rules, or recommended by PSC staff, all respecting the City's proposed increase in rates and charges for providing water service here in Buckhannon, Upshur County, West Virginia.

Buckhannon last sought a water rate increase in 2015. Our City has very effectively managed its resources insofar as our water operations are concerned, as supported by this being only the fourth rate increase proposed by Buckhannon since 1984. Every time our City embarks upon this process, the guidance and cooperation of your staff is always critical to Buckhannon's compliance with PSC rules and regulations. Our officials appreciate your staff's input and guidance.

Please find enclosed copies of the following documents:

(1) a certified copy of Ordinance No. 451 of the City of Buckhannon which was passed and adopted on third reading at the regularly scheduled City Council meeting of June 17, 2021;

(2) the rate analysis report prepared by independent accountants, Smith, Cochran & Hicks, PLLC, that includes Buckhannon's current pro forma financial information. This report fully sets forth Buckhannon's current cost of providing service along with projected revenues to be generated by the new rates and charges, and which information also provides general justification for the City's passage of the ordinance proposing the increased water rates and charges;

(3) a copy of the pre-adoption legal notices for the third reading of Ordinance 451, as required pursuant to Chapter 8, Article 11, Section 4(a)(2) of the West Virginia Code;

(4) a copy of the post-adoption legal notice, i.e., the PSC tariff form 12 notice, that will be published as a Class II legal advertisement in the Inter-Mountain Newspaper newspapers on June 21 and 28, 2021; and, the Record Delta newspapers on June 22 and 29, 2021

(5) a sample Pre-adoption bill notice "Notice to Customers of the Water Board-City of Buckhannon" mailed by US Mail to all Buckhannon Water customers on June 4, 2021, at least 5 days prior to the third reading, pursuant to WV Code 24-2-4b

(6) Verification of Pre-Adoption Bill Notice

(7) Affidavit of Public Notice Posting and picture of utility lobby taken 6/18/21

The City understands the Commission requirement that upon actual publication of the foregoing post-adoption notice described in paragraph (4) above, that the City shall provide to you the affidavit of publication respecting the post-adoption legal notice. I also will provide to the Commission with our final filing letter, an affidavit from Assistant City Recorder Amberle Jenkins, memorializing the City's various measures of notifying our water customers of the proposed increase in water rates.

I further observe that a copy of Ordinance No. 451 will be prominently posted in the front foyer of Buckhannon's City Hall at all times beginning June 18, 2021, and shall continue to be posted there during the PSC's review of Buckhannon's ordinance, and in any event at least until after July 30, 2021. The scheduled effectuation date of Buckhannon's new rates is August 1, 2021.

Finally, and as required pursuant to the Commission's rules, the number of customer bills rendered by the City in the billing cycles last completed before the adoption of Ordinance No. 451 on July 17, 2021, was 3,979.

If you have any questions or comments whatsoever about any of the enclosed documents, or any of the other information now filed with the Commission, please contact me at (304)472-1651.

Very truly yours,

Amberle Jenkins, Assistant Recorder
City of Buckhannon

Encl

cc: Members of the City Council
Members of the City's Water Board
City Attorney-Thomas O'Neill

Tariff Form No. 12
(Tariff Rule 44)
PUBLIC NOTICE OF CHANGE IN WATER RATES BY MUNICIPALITY

NOTICE is hereby given that the City of Buckhannon, on behalf of the City of Buckhannon Water Board, has adopted by ordinance on June 17, 2021 (Ordinance No. 451) a tariff containing increased rates, tolls, and charges for furnishing water service to 3,979 customers in the City of Buckhannon and in unincorporated areas of Upshur County in the State of West Virginia.

The proposed increased rates and charges will become effective August 1, 2021 unless otherwise ordered by the Public Service Commission and will produce approximately \$641,402.00 annually in additional revenue, an increase of approximately 28.73%. The monthly bill for the various classes of customers will be changed as follows:

	(\$)	Percentage Increase
Residential (3,500 gallons)	\$5.61	25.00%
Commercial (10,000 gallons)	\$15.82	25.00%
Public Authority (14,000 gallons)	\$22.10	25.00%
Sales for Resale (per 1,000 gallons)	\$0.74	42.05%

Resale customers of the City of Buckhannon Water Board include the Adrian Public Service District, Elkins Road Public Service District, Hodgesville Public Service District, and Mount Hope Water Association.

The increases shown are based on averages of all customers in the indicated class. Individual customers may receive increases that are greater or less than average. Furthermore, the requested rates and charges are only a proposal and are subject to change (increases or decreases) by the Public Service Commission in its review of this filing. The Commission shall review and approve or modify the increased rates only upon the filing of a petition within thirty (30) days of the adoption of the ordinance changing said rates or charges, by:

- (1) Any customer aggrieved by the changed rates or charges who presents to the Commission a petition signed by not less than twenty-five percent of the customers served by such municipally operated public utility; or
- (2) Any customer who is served by a municipally operated public utility and who resides outside the corporate limits and who is affected by the change in said rates or charges and who presents to the Commission a petition alleging discrimination between customers within and without the municipal boundaries. Said petition shall be accompanied by evidence of discrimination; or
- (3) Any customer or group of customers who are affected by said change in rates who reside within the municipal boundaries and who present a petition to the Commission alleging discrimination between said customer or group of customers and other customers of the municipal utility. Said petition shall be accompanied by evidence of discrimination.

All petitions should be addressed to the Executive Secretary, Public Service Commission of West Virginia, 201 Brooks Street, P. O. Box 812, Charleston, West Virginia 25323.

A complete copy of the proposed rates, as well as a representative of the utility to provide any information requested concerning it, is available to all customers, prospective customers, or their agents at any of the following offices of the utility.

Buckhannon City Hall
70 East Main Street
Buckhannon, West Virginia 26201

A copy of the proposed rates is available for public inspection at the office of the Executive Secretary of the Public Service Commission at 201 Brooks Street, P. O. Box 812, Charleston, West Virginia 25323.

Publish 06/22/21 & 06/29/21 Record Delta & Intermountain 06/21/21 & 06/28/21

E.2 Ordinance NO. 451 New Water Rates & Charges

ORDINANCE NO. 451 OF THE CITY OF BUCKHANNON, AN ORDINANCE:
(1) AMENDING ORDINANCES NOS. 207, 228, 342, 369 AND 392 OF THE CITY OF BUCKHANNON,
AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER
DISTRIBUTION SERVICES PROVIDED BY THE
WATER BOARD OF THE CITY OF BUCKHANNON

WHEREAS, the current rates and charges of the Water Board of the City of Buckhannon for providing water distribution services as were previously adopted by City Ordinances No. 207, 228, 342, 369, and 392 are presently insufficient to maintain the high quality of water distribution services offered by the Board and City to the residents of Buckhannon and surrounding Upshur County; and,

WHEREAS, the Board and City have not sought a water rate increase since 2016; and,

WHEREAS, the Board and City's cost of providing water distribution services has increased substantially since 2016; and,

WHEREAS, the City's opportunities to improve and maintain its water distribution operations are substantially impeded given current revenues realized from the collection of current rates and charges; and,

WHEREAS, the Public Service Commission of West Virginia has imposed new requirements on water systems related to financial reserves; and,

WHEREAS, the Buckhannon municipal water system's rates are currently within the top ten percent of the most affordable water rates in the State of West Virginia, with a ranking of 33rd out of the 367 water systems in the State of West Virginia; and,

WHEREAS, the Board and the City recently requested Smith, Cochran, Hicks, P.L.L.C., Certified Public Accountants of Charleston, West Virginia, to perform an independent rate study, which study was undertaken with recommendations being submitted to the Board and City, all as is evidenced by that certain written report dated April 8, 2021, tendered to both the Board and City; and,

WHEREAS, the Smith, Cochran, Hicks' report was presented by Todd F. Dingess, Certified Public Accountant with Smith, Cochran, Hicks, and discussed by the Water Board during a regularly convened, public meeting of the Board on April 8, 2021, the report urging the Board and City to adopt the rates recommended therein; and,

WHEREAS, the Water Board formally resolved during its regularly convened meeting of April 8, 2021 to immediately recommend to the City Council that the City increase Buckhannon's rates and charges for water distribution services pursuant to the aforesaid report of Smith, Cochran, Hicks, said proposed rate and charge schedule being hereinafter described and set forth pursuant to Article II hereof; and,

WHEREAS, the recommended rates, if adopted, would result in the Board's rates ranking 61st least expensive out of the 367 water systems in the State of West Virginia; and,

WHEREAS, the Council of the City of Buckhannon is authorized pursuant to the statutory provisions of Chapter 8, Article 13, Section 13, and Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, to impose by ordinance upon the users of water distribution services, such reasonable rates, fees and charges as shall be collected in the manner specified by ordinance; and,

WHEREAS, the Council of the City of Buckhannon deems the rates and charges proposed by the Water Board of the City of Buckhannon, and as are set out in the aforesaid April 8, 2021 Smith, Cochran, Hicks' report, and further which rates and charges are described and set forth pursuant to Article II hereof, to be just and reasonable; and,

WHEREAS, in addition to the newly proposed rates and charges included in the aforesaid Smith, Cochran, Hicks' report, the Water Board further moved to recommend the establishment of or increases in various administrative fees; and,

WHEREAS, the statutory provisions of Chapter 8, Article 11, Section 3, Paragraph (1), and Chapter 8, Article 13, Section 13 of the West Virginia Code, as amended, specifically provide that the collection of fees of any kind by a municipality shall be by ordinance; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia and further with the administrative rules and regulations of the Public Service Commission of West Virginia, hereinafter referred to as "PSC," insofar as the establishment of new water distribution rates and charges is concerned.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF BUCKHANNON, AS FOLLOWS:

ARTICLE I - FINDINGS OF COUNCIL: The Council of the City of Buckhannon hereby makes the following findings:

(1) The current rates and charges of the Water Board of the City of Buckhannon for providing water distribution services as were previously adopted by City Ordinances No. 207, 228, 342, 369, and 392 are now, based upon the increased costs of providing services, insufficient to maintain the high quality of water distribution services offered by the Board and City to the residents of Buckhannon and surrounding Upshur County;

(2) The Board and City have not sought a water rate increase since 2016;

(3) The Board and City's cost of providing water distribution services has increased substantially since 2016;

(4) The Board and City's opportunities to improve and maintain the City's water distribution operations are substantially impeded given current revenues realized from the collection of current rates and charges;

(5) In addition to increased costs in providing water distribution services, the Board has committed various repairs, upgrades, and other expansion and improvements to the City of Buckhannon's Water Plant and water distribution system;

(6) Following the Board and City's request, Smith, Cochran, Hicks, P.L.L.C., Certified Public Accountants conducted an independent rate study respecting Buckhannon's water distribution operations, with findings and recommendations being set forth in a written report dated April 8, 2021;

(7) The Smith, Cochran, Hicks' report was presented by Todd F. Dingess, certified public accountant, during a regularly convened, public meeting of the Water Board also conducted on April 8, 2021;

(8) The Board formally moved and resolved during its April 8, 2021 meeting to recommend to the City Council that the City accept all rate recommendations of Smith, Cochran, Hicks, and that the City increase its rates and charges for water distribution services pursuant to the proposed rate and charge schedule described and set forth pursuant to Article II hereof;

(9) The Council considered the Board's recommendation together with the Smith, Cochran, Hicks' report during its regularly convened public meeting on April 15, 2021, and directed the drafting of the necessary authorizing Ordinance;

(10) The Council of the City of Buckhannon is authorized pursuant to the statutory provisions of Chapter 8, Article 13, Section 13, and Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, to impose by ordinance upon the users of water distribution services such reasonable rates, fees, and charges as shall be collected in the manner specified in the ordinance;

(13) The Council of the City of Buckhannon deems all rates and charges proposed by the Water Board of the City of Buckhannon to be just and reasonable;

(14) The statutory provisions of Chapter 8, Article 11, Section 3, Subsection (1), and Chapter 8, Article 13, Section 13 of the West Virginia Code, as amended, specifically provide that the collection of fees of any kind by a municipality shall be by ordinance; and,

(15) The Council of the City of Buckhannon desires in all respects to comply with all applicable statutes of the State of West Virginia and the rules and regulations of the PSC insofar as the establishment of new water distribution rates and charges is concerned.

ARTICLE II - RATE AND CHARGE SCHEDULE: The following rates and charges shall be paid for water distribution services offered by the Water Board of the City of Buckhannon, upon this Ordinance's effectuation (Note: paragraphs #(1) through (6) below, for all of current rates and post-August 1, 2021 rates, are monthly charges):

<u>TYPE OF CUSTOMER/SERVICE</u>	<u>CURRENT RATE</u> (pre-August 1, 2021)
(1) Users of 0 – 2,000 gallons of water:	\$6.51 / 1,000 gallons
(2) Users of 2,000 – 14,000 gallons of water:	\$6.27 / 1,000 gallons

(3) Users of 14,000 – 50,000 gallons of water: \$5.62 / 1,000 gallons

(4) Users of more than 50,000 gallons of water: \$2.59 / 1,000 gallons

(5) Minimum Monthly bill according to size of meter installed:

(a) 5/8" meter or less	\$13.02
(b) 3/4" meter	\$19.53
(c) 1" meter	\$32.55
(d) 1&1/2" meter	\$65.10
(e) 2" meter	\$104.16
(f) 3" meter	\$195.30
(g) 4" meter	\$325.50
(h) 6" meter	\$651.00

NOTE: No minimum bill will be rendered for less than \$13.02 which is equivalent to 2,000 gallons of water used.

(6) Resale Customer(s): Resale customers shall pay a rate of \$1.76/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters.

(7) Delayed Payment Penalty: *See note below.

(8) Tap/service connection fee: **3/4" = \$750.00
1" = \$1,000.00
Larger than 1" = at actual installation cost. Tap fees for fire service protection shall be the Board's actual cost of materials and labor to bring the connection to the customer's property line as set forth in the WV PSC's rules and regs.

(9) Disconnection/Reconnection service charge: \$50.00 per occurrence will be charged whenever the water is turned off for violations of rules, non-payment of bills or at the request of the customer for maintenance on the customer's side of the meter.

(10) Returned Check Charge: ***See note below.

(11) Leak adjustment: ****\$0.29/1,000 gallons

(12) Security Deposit: Not to exceed two-twelfths (2/12) of the annual estimated charge for residential service, or one-sixth (1/6) of annual estimated charge for commercial service, or \$50.00 whichever is greater.

(13) Private hydrant/fire protection fee: \$10.00 per month per hydrant and \$10.00 per fire service connection 4" or less. The monthly rate for each fire service connection greater than 4" is \$20.00.

(14) Meter & associated components damaged
by customer (includes radio read components): At actual repair & installation cost.

(15) Re-reading of meter at customer request: \$25.00

Note: Any customer may request the Water Board to re-read the customer's water meter if the customer believes the meter reading was inaccurate. Any customer may request a meter re-reading once every 12 months at no charge to the customer. If any customer requests additional re-readings within any 12 month period, and the re-reading or re-readings substantiate that the initial reading was accurate, the customer then shall be charged \$25.00 for each additional re-reading. The customer shall not be charged if the initial reading is determined to have been inaccurate by more than five percent (5%).

(16) Meter test \$75.00

Note: Any customer may request the Water Board to test the customer's water meter to determine the meter's accuracy. The customer shall pay \$75.00 for the meter test in advance of the test. In accordance with Rule 6.5 of the PSC's Water Rules, if upon testing, the meter is determined to be more than two percent (2%) average in error, the meter test fee shall be promptly refunded to the customer. If the meter is not found to be more than two percent (2%) in error, the City shall retain the meter test fee advanced by the customer for the test.

(17) Meter reinstallation \$100.00

Note: In any event when a water meter is removed by the Water Board to prevent a customer from unlawfully obtaining water following a customer's service being disconnected by the Water Board for customer non-payment, the customer shall pay a water reinstallation fee of \$100.00 before the meter is reinstalled and water service is reinstated. This fee shall be in addition to any other reconnection fees.

*Delayed Payment Penalty - The above schedule is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

**Tap/service connection fee - This tap fee will be charged to all customers who apply for service outside of a certificate proceeding before the PSC for each new tap to the service.

***Returned check charge - A service charge equal to the actual bank fee assessed but not to exceed \$25.00 will be imposed upon any customer whose check for payment of charges is returned by the customer's bank due to insufficient funds.

****Leak adjustment - This amount shall be used when a bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such consumption above the customer's historical usage.

<u>TYPE OF CUSTOMER/SERVICE</u>	<u>NEW RATE (effective August 1, 2021)</u>
(1) Users of 0 – 2,000 gallons of water:	\$8.14 / 1,000 gallons (increase)
(2) Users of 2,000 – 14,000 gallons of water:	\$7.84 / 1,000 gallons (increase)
(3) Users of 14,000 – 50,000 gallons of water:	\$7.03 / 1,000 gallons (increase)
(4) Users of more than 50,000 gallons of water:	\$3.24 / 1,000 gallons (increase)
(5) Minimum Monthly bill according to size of meter installed:	
(a) 5/8" meter or less	\$16.28 (increase)
(b) 3/4" meter	\$24.41 (increase)

(c) 1" meter	\$40.69 (increase)
(d) 1&1/2" meter	\$81.38 (increase)
(e) 2" meter	\$130.20 (increase)
(f) 3" meter	\$244.13 (increase)
(g) 4" meter	\$406.88 (increase)
(h) 6" meter	\$813.75 (increase)

NOTE: No minimum bill will be rendered for less than \$16.28 which is equivalent to 2,000 gallons of water used.

(6) Resale Customer(s): Resale customers shall pay a rate of \$2.50/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters.

(increase)

(7) Bulk Water Customer(s): Bulk water customers shall pay the greater of the rate appearing above per thousand gallons purchased, or \$25.00. (new)

(8) Delayed Payment Penalty*: See note below.

(9) Tap/service connection fee**: 3/4" = \$750.00 (unchanged)
1" = \$1,000.00 (unchanged)
Larger than 1" = at actual installation cost. Tap fees for fire service protection shall be the Board's actual cost of materials and labor to bring the connection to the customer's property line as set forth in the WV PSC's rules and regs. (unchanged)

(10) Disconnection/Reconnection service charge: \$50.00 per occurrence will be charged whenever the water is turned off for violations of rules, non-payment of bills or at the request of the customer for maintenance on the customer's side of the meter. (unchanged)

(11) Returned Payment Charge***: See note below.

(12) Leak adjustment****: \$0.50/1,000 gallons (increase)

(13) Security Deposit: Not to exceed two-twelfths (2/12) of the annual estimated charge for residential service, or one-sixth (1/6) of annual estimated charge for commercial service, or \$50.00 whichever is greater. (unchanged)

(14) Private hydrant/fire protection fee: \$10.00 per month per hydrant and \$10.00 per fire service connection 4" or less. The monthly rate for each fire service connection greater than 4" is \$20.00. (unchanged)

(15) Meter & associated components damaged by customer (includes radio read components): At actual repair & installation cost.

(unchanged)

(16) Re-reading of meter at customer request: \$25.00 (unchanged)

Note: Any customer may request the Water Board to re-read the customer's water meter if the customer believes the meter reading was inaccurate. Any customer may request a meter re-reading once every 12 months at no charge to the customer. If any customer requests additional re-readings within any 12-month period, and the re-reading or re-readings substantiate that the initial reading was accurate, the customer then shall be charged \$25.00 for each additional re-reading. The customer shall not be charged if the initial reading is determined to have been inaccurate by more than five percent (5%).

(17) Meter test \$75.00 (unchanged)

Note: Any customer may request the Water Board to test the customer's water meter to determine the meter's accuracy. The customer shall pay \$75.00 for the meter test in advance of the test. In accordance with Rule 6.5 of the PSC's Water Rules, if upon testing, the meter is determined to be more than two percent (2%) average in error, the meter test fee shall be promptly refunded to the customer. If the meter is not found to be more than two percent (2%) in error, the City shall retain the meter test fee advanced by the customer for the test.

(18) Meter reinstallation \$100.00 (unchanged)

Note: In any event when a water meter is removed by the Water Board to prevent a customer from unlawfully obtaining water following a customer's service being disconnected by the Water Board for customer non-payment, the customer shall pay a water reinstallation fee of \$100.00 before the meter is reinstalled and water service is reinstated. This fee shall be in addition to any other reconnection fees.

*Delayed Payment Penalty - The above schedule is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

**Tap/service connection fee - This tap fee will be charged to all customers who apply for service outside of a certificate proceeding before the PSC for each new tap to the service.

***Returned payment charge - A service charge equal to \$25.00 will be imposed upon any customer whose check, EFT, ACH, or credit card payment of charges is returned by the financial institution processing payment.

****Leak adjustment - This amount shall be used when a bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such consumption above the customer's historical usage.

ARTICLE III - AUTHORITY OF MAYOR TO PREPARE AND FILE ANY AND ALL REASONABLE OR NECESSARY APPLICATIONS, TARIFF MODIFICATIONS AND/OR OTHER DOCUMENTS WITH THE WEST VIRGINIA PUBLIC SERVICE COMMISSION: The Mayor of the City of Buckhannon is hereby expressly authorized to prepare and file, and/or cause to be prepared and filed, any and all necessary applications, tariff modifications and/or other documents with the West Virginia Public Service Commission, and generally to assure the City of Buckhannon's compliance with the West Virginia Public Service Commission's rules and regulations respecting water distribution operations by a municipality. The provisions of Ordinances No. 207, 228, 342, 369, 392 and/or any other ordinance provisions of the City of Buckhannon addressing water distribution services as provided by the City of Buckhannon or the Water Board of the City of Buckhannon, are hereby expressly amended pursuant to the provisions hereof.

ARTICLE IV - PREVIOUS WATER DISTRIBUTION ORDINANCES: Any and all other provisions of Ordinances No. 207, 228, 342, 369, 392 and/or any other ordinance provisions of the City of Buckhannon

addressing water distribution services as provided by the City of Buckhannon or the Water Board of the City of Buckhannon, and not expressly amended pursuant to this Ordinance No. 451, shall be deemed to remain in full force and legal effect, except for those rates, charges, and ordinance provisions which are expressly amended hereby.

ARTICLE V - PUBLIC SERVICE COMMISSION AND WATER BOARD RULES AND REGULATIONS: This Ordinance is adopted by the City of Buckhannon with the express intention of complying with all rules and regulations of the West Virginia Public Service Commission. Notwithstanding the immediately aforesaid intention, this Ordinance shall not prohibit the Water Board of the City of Buckhannon from establishing, applying and/or amending from time to time, the Board's own rules and regulations which are not inconsistent with PSC rules and regulations, and which Board-established rules and regulations are promulgated to facilitate the administration and operation of the City's water distribution system.

ARTICLE VI - SEVERABILITY: In the event that any provision(s) of this Ordinance is determined to be unconstitutional or invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically held to be unconstitutional or invalid other than that provision(s) which is specifically determined to be unconstitutional or invalid.


ARTICLE VII - EFFECTIVE DATE: Pursuant to Chapter 24, Article 2, Section 4b, Paragraph (b) of the West Virginia Code, as amended, this Ordinance shall be deemed effective immediately following forty-five (45) days from the third (3rd) reading, passage and adoption by the Council of the City of Buckhannon, i.e., August 1, 2021.

FIRST READING:	May 6, 2021
SECOND READING:	May 20, 2021
THIRD READING, PASSAGE AND ADOPTION:	June 17, 2021


Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 451 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on June 17, 2021.


Randall Sanders, City Recorder

E.3 Notice of Advertisement & Request for SOQ –On Call Engineering Services – City Engineer, Jay Hollen, provided an overview of the SOQ –On Call Engineering Services to the Board.

ADVERTISEMENT AND REQUEST FOR STATEMENT OF QUALIFICATIONS

Pursuant to West Virginia Code 5G-1-3, the City of Buckhannon, West Virginia (City) is seeking Expressions of Interest and Statements of Qualifications (SOQ) from consulting engineering firms to provide professional engineering services on an "as necessary on-call" basis for the various departments of the City. The consulting engineering firm's information to be provided shall include: 1.) The firm's location (including the main office and any satellite offices), 2.) Staffing, 3.) Technical expertise, 4.) Related prior experience, 5.) Management & staffing capabilities, 6.)

References, 7.) An hourly fee schedule for all members of the firm (it should be noted that the hourly rates shall include fringe benefits, indirect costs and profits) and 8.) The rates for all applicable reimbursable expenses.

The following list includes, but is not limited to, the professional engineering services that the City is interested in the selected consulting engineering firm being able to provide:

- Engineering studies.
- Preliminary design.
- Final design.
- Preparation of detailed Engineer's Opinion of Probable Project Costs.
- Preparation of all necessary Project documents, including specifications and drawings.
- Preparing and acquiring of all necessary permits.
- Procurement of necessary Project funds from various funding sources.
- Bidding and Awarding services for all Projects.
- Construction support.
- Resident Project Representative and Project Monitoring services.
- Geotechnical capabilities.
- Surveying services.
- Material testing services.

All interested firms shall submit an original, eight (8) copies and a PDF file (via email) of the SOQ to the following address no later than the close of business on July 20, 2021:

Jerry L. Arnold, Director of Public Works

City of Buckhannon

70 East Main Street

Buckhannon, WV 26201

Reference: Statement of Qualifications from *"Name of Consulting Engineering Firm"*

Any questions about the SOQ shall be directed to Jerry Arnold at (304) 472-1651, extension 1000 or jerry.arnold@buckhannonwv.org.

Attention is directed to the fact that the proposed project(s) may be undertaken with a variety of Federal, State and Local funds, and that all work will be performed in accordance with the regulations issued by such agencies, the State of West Virginia and the City of Buckhannon pertaining thereto.

The City shall evaluate the received SOQs' performance data and other material submitted by interested firms (including, but not limited to, technical expertise, project management, staffing capabilities, references and related prior experience) and select a minimum of three (3) firms which, in the City's opinion, are best qualified to perform the desired services at a realistic price. Interviews with each firm selected shall be conducted, which may include discussions regarding anticipated concepts and proposed methods of approach. The City shall rank, in order of preference, these (3) professional firms deemed to be the most highly qualified to provide the services required, and shall commence Scope of Services and price negotiations with the highest-qualified consulting engineering firm.

Should the City be unable to negotiate a satisfactory contract with the consulting engineering firm considered to be the most qualified, at a fee determined to be fair & reasonable, price negotiations with the firm of second choice shall commence. Failing accord with the second most qualified consulting engineering firm, the committee shall undertake price negotiations with the third most qualified consulting engineering firm. Should the City be unable to negotiate a satisfactory contract with any of the selected professional firms, it shall select additional professional firms in order of their competence and qualifications and it shall continue negotiations in accordance with these procedures until an agreement is reached.

The City will afford full opportunity to women-owned, minority business enterprises and small businesses to submit a show of interest in response to this request and will not discriminate against any interested firm or individual on the grounds of race, creed, color, sex, age, handicap or national origin in the awarding of the professional engineering services work.

The City reserves the right to accept or reject any and/or all Statement of Qualifications and to waive any minor informalities in the submission and selection processes.

Publish date-06/29/21 & 07/06/21 Record Delta & Charleston Gazette

E.4 Binding Commitment Letter from WV Infrastructure & Jobs Development Council RE: FEMA Generator Project - City Engineer, Jay Hollen, provided an overview of the Binding Commitment Letter from WV Infrastructure & Jobs Development Council RE: FEMA Generator Project to the Board.



July 7, 2021

VIA ELECTRONIC MAIL

Robbie Skinner, Mayor
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

Re: City of Buckhannon
FEMA Project 2021F-116
Binding Commitment Letter
Action Required by July 7, 2022

Dear Mayor Skinner:

At its July 7, 2021 meeting, the West Virginia Infrastructure and Jobs Development Council (Council) voted to provide this binding offer of up to \$285,542 coordinated match (Match) for the above-named project (Project). The Council will set aside a portion of the Infrastructure Fund to make the Match upon the Sponsor's compliance with the program requirements. Please know that your project cannot proceed until you return a signed copy of this letter to our office.

This binding commitment shall expire on July 7, 2022. Please acknowledge receipt by completing and returning the attached form. If the Sponsor has any questions regarding this commitment, please contact Wayne Morgan, Executive Director, at (304) 414-6501 (X106).

Sincerely,

Wayne D. Morgan
Executive Director

cc: WV WDA, Marie Prezioso

NOTE: Please acknowledge receipt below, keep one original, and immediately return one copy to the Infrastructure Council.

CITY OF BUCKHANNON
By:
Its: Mayor + Chair
Date: July 8, 2021



July 7, 2021

VIA ELECTRONIC MAIL

Robbie Skinner, Mayor
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

Re: City of Buckhannon
FEMA Project 2021F-108
Binding Commitment Letter
Action Required by July 7, 2022

Dear Mayor Skinner:

At its July 7, 2021 meeting, the West Virginia Infrastructure and Jobs Development Council (Council) voted to provide this binding offer of up to \$51,768 coordinated match (Match) for the above-named project (Project) contingent upon the approval by the Federal Emergency Management Agency (FEMA) for the bid overrun on this project. The Council will set aside a portion of the Infrastructure Fund to make the Match upon the Sponsor's compliance with the program requirements. Please know that your project cannot proceed until you return a signed copy of this letter to our office.

This binding commitment shall expire on July 7, 2022. Please acknowledge receipt by completing and returning the attached form. If the Sponsor has any questions regarding this commitment, please contact Wayne Morgan, Executive Director, at (304) 414-6501 (X106).

Sincerely,

Wayne D. Morgan
Executive Director

cc: WV WDA, Marie Prezioso

NOTE: Please acknowledge receipt below, keep one original, and immediately return one copy to the Infrastructure Council.

CITY OF BUCKHANNON
By:
Its: Mayor + Chair
Date: July 8, 2021

E.5 Letter to UCC RE: Joint Collaboration Request for the Rehabilitation of the Existing Tennerton WST – Mayor Skinner and Recorder Sanders provided an overview on the UCC RE: Joint Collaboration request for the rehabilitation of the existing Tennerton WST to the Board.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

June 15, 2021

Mrs. Kristie G. Tenney – President
Upshur County Commission
Upshur County Administrative Annex
91 West Main Street, Suite 101
Buckhannon, West Virginia 26201

Upshur County Commission and City of Buckhannon Joint Collaboration Request for the Rehabilitation of the Existing Tennerton Water Storage Tank

Dear President Tenney,

Thank you for the opportunity to appear before the Upshur County Commission (UCC) on June 17, 2021, at 9:45 AM, on behalf of the City of Buckhannon (City). The reason for my appearance will be to request the UCC join the City in a collaborative venture to rehabilitate the existing 700,000-gallon Tennerton Water Storage Tank, which includes the necessary rental of pressurized tanker trucks, during the 2022 summer construction season, using funding from the American Recovery Plan. The City's proposal is that both the UCC and the City will collaborate and equally share the cost of the water storage tank's rehabilitation. At this time, it is estimated that the total cost of the water storage tank rehabilitation, the rental of the pressurized tanker trucks and the necessary appurtenances will total \$716,125.00. Therefore, the estimated cost to both the UCC and the City would be \$358,062.50. It should be noted that the existing Tennerton Water Storage Tank supplies not only the Buckhannon-Upshur High School, the West Virginia State Police Detachment and the City's customers at the southern end of the existing water distribution system, but that it also supplies all of the potable water used by the Adrian Public Service District on a daily basis.

Included with this letter are detailed breakdowns of the sanitary, storm and water projects recently approved by the Buckhannon City Council, including the above-referenced project. Without assistance from the UCC, the total of these approved projects is estimated to be \$2,698,412.54, which results in an overrun of \$315,507.27, which will have to come from the City's general fund and will prohibit us from investing in other needed infrastructure updates. If the UCC were to join the City in the Tennerton Water Storage Tank Rehabilitation Project, the approved projects would come in under budget by \$78,361.48, which, as previously mentioned, would allow the City to invest those dollars towards other infrastructure needs. By equally sharing the cost of the Tennerton Water Storage Tank's rehabilitation, both the UCC and the City could leverage the money saved and allocate the money saved towards other infrastructure projects needed throughout Upshur County and Buckhannon.

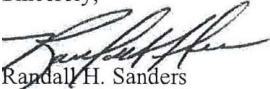
Both the City of Buckhannon's Sanitary and Water Departments carefully examined the opportunity the American Recovery Plan will provide the residents of the City and selected the nine projects accordingly.

We all know how important each dollar spent on this type of projects is to our community and are dedicated to either rebuilding, rehabilitating or maintaining the existing infrastructure necessary so that Upshur County’s public service districts & water associations and the City’s utility departments can continue to deliver the utility services necessary that enable all County and City residents to maintain the highest quality of life.

City Engineer Jay Hollen will accompany me to the June 17, 2021 meeting and will be able to answer any technical questions regarding the proposed project.

If any of you have any comments or questions regarding this letter, please feel free to email me at your convenience at randy.sanders@buckhannonwv.org.

Sincerely,



Randy H. Sanders
City Recorder and Information Coordinator

Attachments: City of Buckhannon – American Recovery Plan – Infrastructure Expenditure Projects, dated May 26, 2021

- c) Terry B. Cutright – Commissioner
- Samuel R. Nolte - Commissioner
- Robert N. Skinner, III – Mayor
- Members of City Council
- Members of the Sanitary Board
- Members of the Water Board
- Jerry Arnold – Director of Public Works
- Jay Hollen – City Engineer
- Buck Samples – Sanitary Department Superintendent
- Kelly Arnold – Water Department Superintendent

City of Buckhannon
American Recovery Plan
Infrastructure Expenditure Projects - May 26, 2021

Allocated Money: \$2,382,905.27

Project	Sanitary Sewer	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
1	Taylor Street Upgrade	8,365	\$212,500.00	2.125	\$451,562.50	\$53.98
2	North Locust Street Upgrade	50	\$83,600.00	2.125	\$177,650.00	\$3,553.00

a.) Sanitary Sewer Subtotal: \$629,212.50

Project	Storm Sewer	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
3	Taylor Street Upgrade	311	\$256,000.00	2.125	\$544,000.00	\$1,749.20

b.) Storm Sewer Subtotal: \$544,000.00

c.) Sewer Projects Subtotal: \$1,173,212.50

d.) Sewer Consultant Engineering Fees (@ 8.5%): \$99,723.06

e.) Sewer Projects Total (c. + d.): \$1,272,935.56

Project	Water	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
4	Tennerton WST Rehabilitation	5,544	\$297,000.00	2.125	\$631,125.00	\$113.84
5	Pressurized Tanker Truck Rental	5,544	\$85,000.00	1	\$85,000.00	\$15.33
6	Tennerton BS Building	5,544	\$50,000.00	2.125	\$106,250.00	\$19.16
7	Chemical Feeders at WTP	22,241	\$150,000.00	1	\$150,000.00	\$6.74
8	Filter Media at WTP	22,241	\$12,000.00	2.125	\$25,500.00	\$1.15
9	Chlorine Alarm at WTP	4,000	\$15,000.00	2.125	\$31,875.00	\$7.97
10	Replace Filter, Raw and Settled NTU	22,241	\$50,000.00	1	\$50,000.00	\$2.25

f.) Water Subtotal: \$1,079,750.00

g.) Water Consultant Engineering Fees (@ 9.3%): \$100,416.75

h.) Water Projects Total (f. + g.): \$1,180,166.75

COB Projects Improvements (e. + h.): \$2,453,102.31

Contingency (@ 10%): \$245,310.23

Total COB Project Improvements: \$2,698,412.54

Overrun / Underrun: -\$315,507.27

Allocated Money: \$2,382,905.27

Project	Sanitary Sewer	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
1	Taylor Street Upgrade	8,365	\$212,500.00	2.125	\$451,562.50	\$53.98
2	North Locust Street Upgrade	50	\$83,600.00	2.125	\$177,650.00	\$3,553.00

a.) Sanitary Sewer Subtotal: \$629,212.50

Project	Storm Sewer	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
3	Taylor Street Upgrade	311	\$256,000.00	2.125	\$544,000.00	\$1,749.20

b.) Storm Sewer Subtotal: \$544,000.00

c.) Sewer Projects Subtotal: \$1,173,212.50

d.) Sewer Consultant Engineering Fees (@ 8.5%): \$99,723.06

e.) Sewer Projects Total (c. + d.): \$1,272,935.56

Project	Water	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
4	Tennerton WST Rehabilitation	5,544	\$297,000.00	2.125	\$315,562.50	\$56.92
5	Pressurized Tanker Truck Rental	5,544	\$85,000.00	1	\$42,500.00	\$7.67
6	Tennerton BS Building	5,544	\$50,000.00	2.125	\$106,250.00	\$19.16
7	Chemical Feeders at WTP	22,241	\$150,000.00	1	\$150,000.00	\$6.74
8	Filter Media at WTP	22,241	\$12,000.00	2.125	\$25,500.00	\$1.15
9	Chlorine Alarm at WTP	4,000	\$15,000.00	2.125	\$31,875.00	\$7.97
10	Replace Filter, Raw and Settled NTU	22,241	\$50,000.00	1	\$50,000.00	\$2.25

f.) Water Subtotal: \$721,687.50

g.) Water Consultant Engineering Fees: \$100,416.75

h.) Water Projects Total (f. + g.): \$822,104.25

COB Projects Improvements (e. + h.): \$2,095,039.81

Contingency (@ 10%): \$209,503.98

Total COB Project Improvements: \$2,304,543.79

Overrun / Underrun: \$78,361.48

E.6 Complaint on the Water Department – Amby Jenkins explained that there was a generic complaint from an anonymous person that the Water Department was not doing their job. The person making the complaint indicated that they may attend today’s meeting but gave no specific information to help determine what the complaint truly was.

6/15/21 10:20am

Received call from person that states she wanted to file a complaint on the Water Department. She said the department never responded to the request to mark her waterline.

I asked where this was and she said it did not matter, she wanted to file a complaint


I asked for name and she would not give that information either.

I asked if she could tell me when she made the request and she said a couple weeks ago and we were just not doing a good job.

She then asked how to get in touch with the Water Board and I directed her to call at the end of the month to get the call in information for the Water meeting that would be held next month. The meeting is at 7:30 am. (note I may have given her the wrong date by mistake)

Amby

E.7 DHHR RE: Redacted Public Version of SWAP Plan - City Engineer, Jay Hollen, provided an overview of the DHHR correspondence RE: Redacted Public Version of SWAP Plan to the Board.


STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Bureau for Public Health
Office of Environmental Health Services

Bill J. Crouch
Cabinet Secretary

Ayne Amjad, MD, MPH
Commissioner & State Health Officer

June 22, 2021

Buckhannon Water Board
173 Wood Street
Buckhannon, WV 26201

Source Water Protection Unit
WV BPH – OEHS - EED
350 Capitol Street, Room 313
Charleston, WV 25301-3713

Re: Redacted Public Version of SWAP Plan

We remind your system that WV Code 16-1-9 requires that a public version of the most current SWAP plan be available to any member of the public upon request. The PWS may redact any information it wants to withhold from public inquiry ahead of time. Keep in mind Title 64 CSR3 requires the PWS to maintain the Potential Sources of Significant Contamination (PSSC) in a confidential manner. This means these tables and data layers should be redacted at a minimum, along with other information the PWS operators hold back. Most of the information in your SWAP plan is public by nature. Personally Identifiable Information certainly may be redacted.

While the general public is required to be involved in all phases of the source water protection plan development, detailed maps displaying locations of PSSCs in the ZCC should not be displayed in any public meeting, nor should a listing of specific contaminants or quantities of contaminants be made publicly available.

Exact locations, characteristics, and approximate quantities of contaminants within the water system's ZCC shall be made known to one or more designees of the public water utility and maintained in a confidential manner. In the event of a chemical spill, release, or related emergency, information pertaining to the event shall be immediately disseminated to emergency responders.

Should you have any questions pertaining to this letter and its contents, please contact Mr. Reuben J. Gillispie at (304) 558-2981, Reuben.J.Gillispie@wv.gov.

Sincerely,

Reuben Gillispie
Environmental Resources Program Manager
SWAP

E.8 The Pipeline Newsletter from the Public Service Commission of WV –Spring 2021

<http://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>

E.9 Mt Hope Water Association Meeting Minutes- May 2021

Mt Hope Water Association Minutes
Board of Directors Meeting Monday May 17, 2021

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday May 17, 2021 at 6:00 pm, at the Mt Hope Water Office. The meeting was called to order by Donnie Tenney, board members in attendance were Brian Elmore, Tom Davis, Deborah Cvechko, Navonda Tenney and Marcella Kelley. Also in attendance were Secretary/Treasurer Laurie Adams, Office/Billing Clerk Jessie Fumerola, and Jeff May from Quality Water Services.

Minutes from the previous Regular Meeting were approved, a motion was made by Marcella, motion carried. The Treasurer's Report was presented along with the past month's bank statements, they were accepted for audit. The Water Loss Report was presented and approved. The Truck Report was presented and approved. The Mt Hope Monthly Report was presented and approved. The Operator's Report was presented by Jeff. There were no leak adjustments.

The new signed agreement with the Washington District VFD was submitted by Brian. There was no water use on the form from WDVFD for April even water had been taken from at least one hydrant. The board directed Laurie and Brian to draft a letter to the VFD's about proper use of our hydrants. Extreme Endeavors had sent a new contract for the board's review and signature. Brian updated the board on the possible funding from the Upshur County Commission. Their president Kristie Tenney was to attend a meeting on May 18, 2021 in regards to the use of the money. We are still waiting for a quote from Crites Electric for three generators. Mid Atlantic Storage Systems will wait to schedule the interior re-hab of the glass lined tank at Wilfong Hill. The PSC is still in the process of adding the security deposit to our tariff. It will be, "Not to exceed one-twelfth (1/12) of the annual estimated charge for residential service or one-sixth (1/6) of the annual estimated charge for all other service." Laurie will email the PSC for a clarification as to how to determine that. The City of Buckhannon is in the process of raising their water rates. June 3rd is the expected date when that will pass. As soon as we are notified, we will contact the PSC for a rate increase due to the higher rate from the City. The CCR is now available electronically. While Laurie and Bertis McCarty were working on that, we discovered we had two violations due to an incorrect address on a quarterly testing. Alan Westfall, our licensed Operator, from Quality Water Services was made aware of the violations. His office is trying to rescind the violations and will keep us updated. Donnie's information on the violations was incorrect and Laurie will get that corrected. Two camp's that had inquired about long service lines have been in contact with the office and are going through with their plans. The board discussed paying off our highest USDA interest loan. A motion was made by Debbie to payoff

loan #91/04 on June 8th when the regular payment comes out, motion carried. Marcella made a motion to apply \$1,000 or the amount USDA allows to loan #91/07, motion carried.
There being no further business, the meeting was adjourned at 7:35, motion made by Marcella, motion carried.

Submitted by: Laurie Adams

-Jay Hollen added that Cummins Sales and Service had contacted us, with a letter dated July 7, 2021, notice of shipment delays for 6 generators due to material and supply disruptions; projection shipment dates are now December 2021. FEMA has been advised.

F. Consent Agenda

F.1 Approval of Minutes 06/10/21

Motion to approve the Consent Agenda was made by Thomas/Nestor. Motion carried.

G. Strategic Issues for discussion and vote

G.1 Approval \$100,000.00 to Remain in Water Board Money Market Account for Operating Expenses - Action taken earlier in the meeting.

G.2 Approval \$255,800.00 to Open a Savings Account at Citizens Bank RE: Cash working Capital Requirements WV Code 24-1-1(k) - Action taken earlier in the meeting.

G.3 Approval to Advertise to Hire Plant Operator - Action taken earlier in the meeting.

H. Board Members Comments and Announcements:

- **Board Member Rizo** – Nothing further to report.
- **Board Member Reger** – Mr. Reger was happy to be here, in person, for the first time in 6 months.
- **Board Member Thomas**- Nothing further to report.
- **Board Member Nestor** - Nothing further to report.
- **City Recorder Sanders** – Nothing further to report.
- **Amby Jenkins** – Nothing further to report.
- **Kelly Arnold** – Nothing further to report.
- **Jerry Arnold** – Absent.
- **Jay Hollen** - Nothing further to report.

I. Mayor's Comments and Announcements – Requested an Executive Session RE: Personal Matter.

Motion to adjourn out of the regular meeting and into an Executive Session at 8:14 a.m., was made by Reger/Rizo. Motion carried.

Motion to adjourn out of Executive Session at 8:29 a.m., was made by Reger/Thomas. Motion carried.

J. Adjournment

Motion to adjourn at 8:30 a.m., was made by Thomas/Rizo. Motion carried

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
