

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, July 15, 2021, at 7:30 a.m. in Council Chambers of City Hall. The following were in attendance (GoToMeeting – GTM):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present - GTM
Assistant Recorder/Director of Finance	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Present
City Engineer	Jay Hollen	Present
Board Member	Gene Frye	Present
Board Member	Phil Loftis	Present
Sanitary Superintendent	Bryan “Buck” Samples	Present
Plant Engineer	Sam Ludlow	Absent
Entry Level Engineer	Ethan Crosten	Present
City Attorney	Tom O’Neill	Absent
Mayor's Office	Barbara Hinkle	Present

Guests – None

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

***City of Buckhannon Sanitary Board – 7:30am at City Hall in Council Chambers
Meeting Agenda for Thursday, July 15, 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 Margaret Kelley-Stormwater Issue at 121 E Main Street

C. Finance Report-Amby Jenkins

- C.1 June 2021

D. Department Report

- D.1 33 West Extension North
- D.2 33 West Extension South-JF Allen Co
- D.3 Plant Operations-Testing
- D.4 Maintenance Crew
- D.5 Line Crew #1
- D.6 Line Crew #2

E. Stormwater

- E.1 Buck’s Report

F. Correspondence and Information

- F.1 The Pipeline Newsletter from the Public Service Commission of WV –Spring 2021
- F.2 Letter to UCC RE: Joint Collaboration Request using funding from the ARP
- F.3 Binding Commitment Letters from WV Infrastructure & Jobs Development Council RE: FEMA Generator Project 108 & 116
- F.4 Letter to WVEMD RE:0036 Invoice No. 13 DHS/FEMA Region III HMGP Emergency Power Generators
- F.5 Letter to WVEMD RE:0035 Invoice No. 15 DHS/FEMA Region III HMGP Emergency Power Generators
- F.6 Notice of Shipment Delays RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators
- F.7 Letter from the Public Service Commission of WV RE: Review of 2020 Annual Report
- F.8 Sewer Backup Insurance Claim-12 Myrna Street
- F.9 Sewer Backup Insurance Claim-17 Lower Drive
- F.10 NPDES Permit Requirements- Vegetation Coverage

G. Consent Agenda

- G.1 Approval of Minutes –05/20/2021; 06/17/2021 & Special 05/27/2021

H. Strategic Issues for Discussion and/or Vote

- H.1 City Hall Office Staff Operations

I. Board Members Comments and Announcements

J. Adjournment

Posted 07/09/2021

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

A.1 Moment of Silence – The Mayor asked for all to join in a Moment of Silence.

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

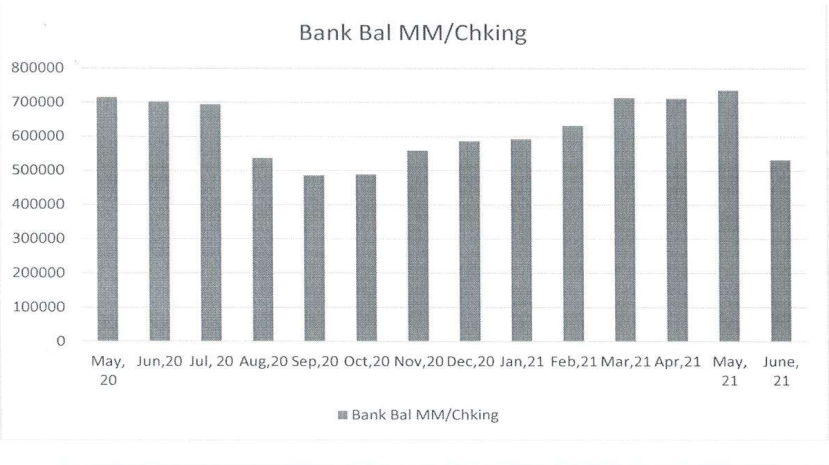
B. Recognized Guests

B.1 Margaret Kelley-Stormwater Issue at 121 E Main Street - Margaret Kelley was not in attendance.

C. Finance Report - Amby Jenkins

C.1 June 2021 – Amby provided the June 2021 finance report as follows:

SANITARY BOARD CITY OF BUCKHANNON BALANCE SHEET	
Balance June 30, 2021	
Money market checking	\$ 531,336.56
CD Working Capital (Citizens)	\$ 250,971.94
CD Working Capital (Citizens)	\$102,320.47
CD Working Capial (Community) 2.48%25mthAug2019	\$103,783.72



STORMWATER FUND
Balance June 30, 2021 **139,091.90**
Moved \$200,000 to CD working capital 6/24/21
Heffley (12 Myrna) claim paid \$19,010.03
Villarico (17 Lower Dr) claim was denied

7-14-2021 09:14 AM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JUNE 30TH, 2021				
401-SANITARY		% OF YEAR COMPLETED: 100.00				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
401-343-000-00 SEWER TAPS	1,000	0.00	9,120.00	0.00 (8,120.00)	912.00
TOTAL OTHER FEES	1,000	0.00	9,120.00	0.00 (8,120.00)	912.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,708,000	153,314.67	1,847,678.74	0.00 (139,678.74)	108.18
TOTAL UTILITY BILLINGS	1,708,000	153,314.67	1,847,678.74	0.00 (139,678.74)	108.18
HEALTH AND SAFETY						
401-351-000-00 BF SURCHARGE BILLING	9,000	0.00	3,052.12	0.00	5,947.88	33.91
401-352-000-00 INCOME FROM TENNERTON PSD	170,000	20,181.89	328,918.34	0.00 (158,918.34)	193.48
TOTAL HEALTH AND SAFETY	179,000	20,181.89	331,970.46	0.00 (152,970.46)	185.46
CHARGES FOR SERVICES						
401-362-000-00 DUE FROM GEN FUND-STORM S	50,000	0.00	0.00	0.00	50,000.00	0.00
401-362-000-01 SEPTAGE HAULERS	30,000	5,543.00	59,212.00	0.00 (29,212.00)	197.37
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	71,322.00	0.00 (71,322.00)	0.00
401-362-000-03 RT. 20 NORTH SEWER EXTENS	0	0.00	0.00	0.00	0.00	0.00
401-362-000-04 JAWBONE RUN PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-362-000-05 IJDC GRANT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	80,000	5,543.00	130,534.00	0.00 (50,534.00)	163.17
GRANTS						
401-368-000-02 CONTRIB IN AID CONSTRUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	0	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES						
401-370-000-01 LATE CHARGES	23,000	2,218.66	29,420.22	0.00 (6,420.22)	127.91
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,218.66	29,420.22	0.00 (6,420.22)	127.91
OTHER REVENUE						
401-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
401-380-000-00 INTEREST	350	0.00	4,131.21	0.00 (3,781.21)	1,180.35
401-380-000-01 SALE OF ASSETS	0	0.00	0.00	0.00	0.00	0.00
401-381-000-00 SERVICES OF FLUSHER TRUCK	1,500	0.00	1,400.00	0.00	100.00	93.33
401-399-000-00 MISCELLANEOUS	1,000	260.80	31,193.72	0.00 (30,193.72)	3,119.37
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,850	260.80	36,724.93	0.00 (33,874.93)	1,288.59
TOTAL REVENUE	1,993,850	181,519.02	2,385,448.35	0.00 (391,598.35)	119.64

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

401-SANITARY

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
POWER/FUEL/UTILITY =====						
SALARIES & BENEFITS						
401-711-113-00 PLANT POWER	60,000	5,531.85	59,808.99	0.00	191.01	99.68
TOTAL SALARIES & BENEFITS	60,000	5,531.85	59,808.99	0.00	191.01	99.68
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	25,000	1,863.89	23,169.30	0.00	1,830.70	92.68
TOTAL CONTRACTUAL SERVICES	25,000	1,863.89	23,169.30	0.00	1,830.70	92.68
COMMODITIES						
401-711-313-00 VICKSBURG	16,000	0.00	10,380.87	0.00	5,619.13	64.88
TOTAL COMMODITIES	16,000	0.00	10,380.87	0.00	5,619.13	64.88
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	7,000	0.00	5,489.83	0.00	1,510.17	78.43
TOTAL CAPITAL OUTLAY	7,000	0.00	5,489.83	0.00	1,510.17	78.43
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	147.65	1,991.82	0.00	1,008.18	66.39
TOTAL CONTRIBUTIONS	3,000	147.65	1,991.82	0.00	1,008.18	66.39
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	97.05	1,373.04	0.00	226.96	85.82
401-711-713-00 DEANVILLE	1,000	0.00	587.33	0.00	412.67	58.73
401-711-813-00 ISLAND AVENUE	500	0.00	439.86	0.00	60.14	87.97
401-711-913-00 MADISON STREET	450	31.00	346.04	0.00	103.96	76.90
401-711-914-00 TJM SEWAGE STATION	560	31.89	435.92	0.00	124.08	77.84
401-711-915-00 WESTON ROAD	600	38.15	534.18	0.00	65.82	89.03
401-711-916-00 HAMPTON INN PS	350	0.00	359.28	0.00 (9.28)	102.65
401-711-917-00 BRUSHY FORK PS	570	27.79	386.24	0.00	183.76	67.76
401-711-918-00 RT 20 SEWER PUMP STATION	200	9.56	96.77	0.00	103.23	48.39
401-711-919-00 1 BUCKHANNON RD	260	31.90	140.38	0.00	119.62	53.99
401-711-920-00 PLANT VEHICLES-2,3,8	21,000	2,274.53	18,688.73	0.00	2,311.27	88.99
401-711-920-01 TENNERTON INTERCEPTOR	5,300	431.27	4,733.83	0.00	566.17	89.32
401-711-920-02 NATURAL GAS	2,000	28.98	1,409.82	0.00	590.18	70.49
401-711-921-00 BROOKE ST PUMP STA	3,200	293.29	3,262.34	0.00 (62.34)	101.95
401-711-922-00 INDUSTRIAL PK PS	0	0.00	0.00	0.00	0.00	0.00
401-711-923-00 65-67 CLEVELAND AVE	500	0.00	384.04	0.00	115.96	76.81
TOTAL NON-OPERATING EXPENSES	38,090	3,295.41	33,177.80	0.00	4,912.20	87.10
TOTAL POWER/FUEL/UTILITY	149,090	10,838.80	134,018.61	0.00	15,071.39	89.89

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

401-SANITARY

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	10,300	1,769.76	10,091.44	0.00	208.56	97.98
TOTAL COMMODITIES	10,300	1,769.76	10,091.44	0.00	208.56	97.98
TOTAL UNIFORMS	10,300	1,769.76	10,091.44	0.00	208.56	97.98
LINES =====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	5,000	220.00	2,581.07	0.00	2,418.93	51.62
TOTAL SALARIES & BENEFITS	5,000	220.00	2,581.07	0.00	2,418.93	51.62
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	50,000	6,905.07	46,843.98	0.00	3,156.02	93.69
TOTAL CONTRACTUAL SERVICES	50,000	6,905.07	46,843.98	0.00	3,156.02	93.69
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	3,000	0.00	2,938.75	0.00	61.25	97.96
TOTAL COMMODITIES	3,000	0.00	2,938.75	0.00	61.25	97.96
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	20,000	1,331.51	8,383.02	0.00	11,616.98	41.92
TOTAL CAPITAL OUTLAY	20,000	1,331.51	8,383.02	0.00	11,616.98	41.92
TOTAL LINES	78,000	8,456.58	60,746.82	0.00	17,253.18	77.88
PLANT =====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	12,000	1,704.36	8,017.41	0.00	3,982.59	66.81
TOTAL SALARIES & BENEFITS	12,000	1,704.36	8,017.41	0.00	3,982.59	66.81
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	13,000	3,022.00	12,648.71	0.00	351.29	97.30
TOTAL CONTRACTUAL SERVICES	13,000	3,022.00	12,648.71	0.00	351.29	97.30
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	20,000	240.01	16,332.35 (7,612.00)	11,279.65	43.60
TOTAL COMMODITIES	20,000	240.01	16,332.35 (7,612.00)	11,279.65	43.60
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	35,000	0.00	29,028.48	0.00	5,971.52	82.94
TOTAL CAPITAL OUTLAY	35,000	0.00	29,028.48	0.00	5,971.52	82.94

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	7,200	368.60	5,826.25	0.00	1,373.75	80.92
TOTAL CONTRIBUTIONS	7,200	368.60	5,826.25	0.00	1,373.75	80.92
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	13,000	1,030.54	12,313.97	0.00	686.03	94.72
401-714-743-00 TELEMETRY	2,500	179.70	2,336.10	0.00	163.90	93.44
TOTAL NON-OPERATING EXPENSES	15,500	1,210.24	14,650.07	0.00	849.93	94.52
TOTAL PLANT	102,700	6,545.21	86,503.27 (7,612.00)	23,808.73	76.82
SALARIES PLANT/LINES =====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	350,000	31,173.43	345,961.97	0.00	4,038.03	98.85
401-715-101-01 PLANT COMPENSA ABSENCES	0	0.00	0.00	0.00	0.00	0.00
401-715-101-10 CAPTLIZ SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-103-00 LINE LABOR	398,000	29,269.88	348,430.41	0.00	49,569.59	87.55
401-715-103-01 LINE COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-715-103-10 CAPITLIZE SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-715-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-715-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	748,000	60,443.31	694,392.38	0.00	53,607.62	92.83
CONTRACTUAL SERVICES						
401-715-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES PLANT/LINES	748,000	60,443.31	694,392.38	0.00	53,607.62	92.83
SALARIES BOARD/OFFICE =====						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	12,000.00	0.00	0.00	100.00
401-716-101-01 COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-103-00 OFFICE/CLERK ADM SALARIES	129,442	10,977.99	129,731.62	0.00 (289.62)	100.22
401-716-103-01 OFFICE COMP ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-716-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-716-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	141,442	11,977.99	141,731.62	0.00 (289.62)	100.20
7-14-2021 09:14 AM						
		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JUNE 30TH, 2021				
401-SANITARY		% OF YEAR COMPLETED: 100.00				
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES BOARD/OFFICE	141,442	11,977.99	141,731.62	0.00 (289.62)	100.20
FICA/INSURANCE =====						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	68,500	5,563.54	64,267.19	0.00	4,232.81	93.82
401-718-105-00 HEALTH INSURANCE	193,874	10,217.85	204,084.87	0.00 (10,210.87)	105.27
TOTAL SALARIES & BENEFITS	262,374	15,781.39	268,352.06	0.00 (5,978.06)	102.28
TOTAL FICA/INSURANCE	262,374	15,781.39	268,352.06	0.00 (5,978.06)	102.28
RETIREMENT =====						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	88,300	6,790.03	79,245.98	0.00	9,054.02	89.75
TOTAL SALARIES & BENEFITS	88,300	6,790.03	79,245.98	0.00	9,054.02	89.75
TOTAL RETIREMENT	88,300	6,790.03	79,245.98	0.00	9,054.02	89.75
UNEMPLOYMENT/COMPENSATION =====						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	21,500	1,090.49	18,176.30	0.00	3,323.70	84.54
TOTAL CONTRACTUAL SERVICES	21,500	1,090.49	18,176.30	0.00	3,323.70	84.54
TOTAL UNEMPLOYMENT/COMPENSATION	21,500	1,090.49	18,176.30	0.00	3,323.70	84.54
BILLING/COMPUTER/DEP INT =====						
CONTRACTUAL SERVICES						
401-783-232-00 MUN BOND FEES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
COMMODITIES						
401-783-341-00 BILLING & COLLECTING	40,000	1,818.72	38,110.00	0.00	1,890.00	95.28
401-783-341-05 BILLING WAT BD METER READ	3,600	600.00	3,600.00	0.00	0.00	100.00
401-783-342-00 NEW COMPUTER CAPITAL OUTL	17,500	0.00	5,354.74	0.00	12,145.26	30.60

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	1,300	20.22	1,242.28	0.00	57.72	95.56
TOTAL COMMODITIES	62,400	2,438.94	48,307.02	0.00	14,092.98	77.42
NON-OPERATING EXPENSES						
401-783-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BILLING/COMPUTER/DEP INT	62,400	2,438.94	48,307.02	0.00	14,092.98	77.42
OFFICE EXPENSE						
=====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	26,000	1,282.36	25,845.50	0.00	154.50	99.41
TOTAL COMMODITIES	26,000	1,282.36	25,845.50	0.00	154.50	99.41
TOTAL OFFICE EXPENSE	26,000	1,282.36	25,845.50	0.00	154.50	99.41
PSC ASSESS/DNR PERMIT						
=====						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	6,500	0.00	5,196.72	0.00	1,303.28	79.95
401-797-117-00 DNR PERMIT	3,000	0.00	2,100.00	0.00	900.00	70.00
TOTAL SALARIES & BENEFITS	9,500	0.00	7,296.72	0.00	2,203.28	76.81
TOTAL PSC ASSESS/DNR PERMIT	9,500	0.00	7,296.72	0.00	2,203.28	76.81
PROPERTY INSURANCE						
=====						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	41,500	0.00	40,278.50	0.00	1,221.50	97.06
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	41,500	0.00	40,278.50	0.00	1,221.50	97.06
TOTAL PROPERTY INSURANCE	41,500	0.00	40,278.50	0.00	1,221.50	97.06
RENTS						
=====						
CONTRACTUAL SERVICES						
401-803-219-00 RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PROFESSIONAL						
=====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSSIONAL SERVICES	44,500	20,683.38	33,898.35	0.00	10,601.65	76.18
TOTAL CONTRACTUAL SERVICES	44,500	20,683.38	33,898.35	0.00	10,601.65	76.18
TOTAL PROFESSIONAL	44,500	20,683.38	33,898.35	0.00	10,601.65	76.18
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	0.00	170,079.12	0.00	920.88	99.46
TOTAL SALARIES & BENEFITS	171,000	0.00	170,079.12	0.00	920.88	99.46
TOTAL BOND A	171,000	0.00	170,079.12	0.00	920.88	99.46
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	0.00	27,090.06	0.00	909.94	96.75
TOTAL SALARIES & BENEFITS	28,000	0.00	27,090.06	0.00	909.94	96.75
TOTAL BOND B	28,000	0.00	27,090.06	0.00	909.94	96.75
CAPITAL/PROJECTS						
=====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	152,944	7,683.88	12,894.86	0.00	140,049.14	8.43
401-997-451-01 STORMWATER	0	0.00	0.00	0.00	0.00	0.00
401-997-451-02 BELT PRESS PROJECT	26,600	2,210.60	26,527.20	0.00	72.80	99.73
401-997-451-03 BROOK ST/PS SEWER UPGRADE	0	0.00	0.00	0.00	0.00	0.00
401-997-451-04 FEMA GENERATOR	0	0.00	0.00	0.00	0.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	1,600	1,533.35	1,552.97	0.00	47.03	97.06
401-997-453-00 STORM SEWER PROJECTS	0	0.00	5,881.39	0.00 (5,881.39)	0.00
401-997-454-00 NEW EQUIPMENT-CAPITAL	53,100	1,343.00	52,672.98	0.00	427.02	99.20
401-997-454-01 NEW EQUIP-BORE MACHINE	35,000	0.00	39,139.75 (39,139.75)	35,000.00	0.00
401-997-455-00 SEWER UPGRADE-CAPITAL	117,000	21,111.40	126,065.94	0.00 (9,065.94)	107.75
401-997-456-00 WESTON ROAD NORTH SIDE	82,900	0.00	33,114.54	0.00	49,785.46	39.95
401-997-456-01 WESTON RD -SOUTH SIDE	42,000	0.00	3,037.84	0.00	38,962.16	7.23
401-997-457-00 CAPITAL PURCHASE	180,000	0.00	167,930.00	0.00	12,070.00	93.29
401-997-458-00 EXP BRUSHY FRK TO GEN FUN	8,100	0.00	0.00	0.00	8,100.00	0.00
401-997-499-00 MISCELLANEOUS PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	699,244	33,882.23	468,817.47 (39,139.75)	269,566.28	61.45

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

401-SANITARY		% OF YEAR COMPLETED: 100.00				
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-997-570-00 DEPRECIATION CURRENT YEAR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL/PROJECTS	699,244	33,882.23	468,817.47 (39,139.75)	269,566.28	61.45
DEPREC/AMORT/CONSTR						
=====						
CAPITAL OUTLAY						
401-999-459-00 DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
401-999-460-00 AMORTIZATION	0	0.00	0.00	0.00	0.00	0.00
401-999-461-00 ADVANCE FOR CONSTRUCTION	0	0.00	0.00	0.00	0.00	0.00
401-999-462-00 CONTRIBUTION BUDGETED TO	0	0.00	0.00	0.00	0.00	0.00
401-999-465-00 REPAY LOAN - CITY OF BUCK	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS						
401-999-504-63 AMORT ISSUE COST (96 BOND	0	0.00	0.00	0.00	0.00	0.00
401-999-504-65 BOND ISSUANCE COST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPREC/AMORT/CONSTR	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,693,850	181,980.47	2,324,871.22 (46,751.75)	415,730.53	84.57
REVENUE OVER/(UNDER) EXPENDITURES	(700,000) (461.45)	60,577.13	46,751.75 (807,328.88)	15.33-

Sanitary Payment of Bills 7-15-2021

- \$4,440.00 – C.I. THORNBURG – RESTOCK LINE MATERIAL
- \$19,978.95- POTESTA & ASSOCIATES- ENGINEERING SERVICES
- \$3,285.51 – MONT LEVINE- STEEL PLATES
- \$5,500.00 – LESLIE EQUIPMENT – EXCAVATOR RENTAL
- \$5,070.00 – FOSTER SUPPLY – MAN HOLE BASE, BOOT, RISER AND CONE
- \$4,198.57 – BRUFFEY TRUCKING – STONE
- \$1,820.00 – ENVIROSCIENCE – LAB MATERIALS
- \$2,616.88 - FERGUSON WATERWORKS – SEWER PIPE –N.SPRING ST PROJECT
- \$1,299.00- WATER PUMPS DIRECT – HEAVY DUTY TRASH PUMP
- \$4,310.00 – BLACK DIAMOND EQUIPMENT RENTAL – TRENCH BOX RENTAL N. SPRING STREET
- \$1,200.00 – LAW OFFICES DINSMORE & SHOHL – RIGHT OF WAY AGREEMENT CHASE BANK
- \$1,533.35 – DIVISION OF HIGHWAYS – INSPECTION FEES

07-07-2021 08:36 AM

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

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-913-00	MADISON STREET	110087327497 RANDOLPH	31.00
		711-513-00	WOOD/RITCHIE STS	110086976856 WOOD	147.65
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	97.05
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	293.29
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	31.89
		711-915-00	WESTON ROAD	110087676356 WESTON RD	38.15
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	27.79
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	9.56
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	5,531.85
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	1,863.89
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	31.90
	LYKINS OIL COMPANY	711-920-00	PLANT VEHICLES-2,3,8	SAN MAY 2021 FUEL BILL	2,230.84
	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	WESTON RD BILLING MAY 2021	431.27
	GREYLOCK PIPELINE, LLC	711-920-02	NATURAL GAS	SALES FOR MAY 2021	28.98
	EBAY	711-920-00	PLANT VEHICLES-2,3,8	PCRD-WINDOW REGULATOR P2	43.69
	TOTAL:				10,838.80
UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT JUNE 2021 UNIFORM	788.99
		712-345-00	UNIFORMS	MAY 2021 UNIFORMS	980.77
	TOTAL:				1,769.76

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		714-343-00	EQUIPMENT MAINTENANC	P8 OXYGEN	35.46
		714-643-00	OPERATION PLANT EXPE	SHOP EQUIP	32.80
	CITY OF BUCKHANNON	714-143-00	FACILITIES MAINTENAN	GARBAGE FROM SEWER PLANT	12.00
	RELIANCE LABORATORIES INC	714-243-00	LAB EXPENSE PLANT	NPDES RENEWAL	648.00
		714-243-00	LAB EXPENSE PLANT	LAB ITEMS	400.00
	C.I. THORNBURG CO., INC.	714-143-00	FACILITIES MAINTENAN	POLYMER DRUM	764.15
	ADVANCED ANALYTICAL SOLUTION	714-143-00	FACILITIES MAINTENAN	LAB TESTS	363.52
	NAPA-AMTOWER AUTO SUPPLY	714-343-00	EQUIPMENT MAINTENANC	EXHAUST PIPE GASKET	4.06
		714-343-00	EQUIPMENT MAINTENANC	CAR CLEANERS	29.34
		714-343-00	EQUIPMENT MAINTENANC	WIPER BLADES	22.05
		714-643-00	OPERATION PLANT EXPE	SPRAY NINE CLEANER	44.97
		714-643-00	OPERATION PLANT EXPE	TIRE PLUGS	19.18
	HART OFFICE SOLUTIONS INC	714-643-00	OPERATION PLANT EXPE	PRINTER RENTAL	50.00
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	LAB TESTS	154.00
	LOWES BUSINESS ACCOUNTS	714-643-00	OPERATION PLANT EXPE	RAKE HANDLES	36.60
		714-143-00	FACILITIES MAINTENAN	THERMOSTAT GUARD	18.99
		714-343-00	EQUIPMENT MAINTENANC	BELT PRESS	58.52
		714-343-00	EQUIPMENT MAINTENANC	8' WOODEN HANDLE	36.60
	ACE HARDWARE & CONTRACTOR SU	714-643-00	OPERATION PLANT EXPE	PCRD-1KALF 2001 MASTER LOC	15.70
		714-643-00	OPERATION PLANT EXPE	PCRD-1KALF 2001 MASTER LOC	172.70
	US CELLULAR	714-543-00	TELEPHONE	704-7883 7882 931-0814 439	368.60
	THE SIGN GUY LLC	714-643-00	OPERATION PLANT EXPE	WORK T-SHIRTS	347.50
	WALMART STORES INC -BUCKHANN	714-643-00	OPERATION PLANT EXPE	PLANT SUPPLIES	92.91
		714-643-00	OPERATION PLANT EXPE	WEB CAM	64.00
	SAFETY-KLEEN SYSTEMS INC	714-143-00	FACILITIES MAINTENAN	PART CLEANER SERVICE	545.70
	ENVIROSCIENCE, INC.	714-243-00	LAB EXPENSE PLANT	LAB MATERIAL	1,820.00
	MICROLOGIC INC	714-743-00	TELEMETRY	SAN MNTHLY SECURITY MONITO	179.70
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	0.00
SALARIES PLANT/LINES	**PAYROLL EXPENSES			6/01/2021 - 6/30/2021	60,443.31
				TOTAL:	67,176.92
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			6/01/2021 - 6/30/2021	11,977.99
				TOTAL:	11,977.99
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN JUN 2021 HEALTH & LIFE	7,119.35
		718-105-00	HEALTH INSURANCE	SAN JUN 2021 SUBSIDY	3,040.00
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,411.48
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,097.49
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	563.99
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	490.58
	PAYFLEX	718-105-00	HEALTH INSURANCE	SAN JUN 2021 HSA FEES	58.50
				TOTAL:	15,781.39
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,964.52
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,794.26
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	556.61
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	474.64
				TOTAL:	6,790.03
UNEMPLOYMENT/COMPENSAT	WV MUNICIPAL LEAGUE	720-226-00	UNEMPLOYMENT/COMPENS	SAN 2ND QTR 2021 UNEMPLOYM	1,090.49
				TOTAL:	1,090.49
BILLING/COMPUTER/DEP I	PITNEY BOWES INC	783-341-00	BILLING & COLLECTING	JUN 2021 PERMIT POSTAGE	1,042.07
	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	MAY 2021 METER READS	300.00

FUND: SANITARY					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
OFFICE EXPENSE		783-341-05	BILLING WAT BD METER	JUNE 2021 METER READS	300.00
	ELECSYS INTERNATIONAL CORP	783-341-00	BILLING & COLLECTING	MCON MNTHLY MAINT CONTRACT	76.00
	COLLECTION ACCOUNT	783-341-00	BILLING & COLLECTING	CREDIT CARD FEES MAY 2021	508.01
	TOSHIBA FINANCIAL SERVICES	783-341-00	BILLING & COLLECTING	CITY HALL COPIER LEASE	139.03
	JERRY HEARD ASSC.	783-341-00	BILLING & COLLECTING	COPIER PAPER	21.50
	SUDDENLINK	783-341-00	BILLING & COLLECTING	JULY 2012 INTERNET	32.11
			TOTAL:		2,418.72
	RALSTON PRESS INC	793-341-00	OFFICE SUPPLIES & EX	RED STAMP PAD	7.01
		793-341-00	OFFICE SUPPLIES & EX	10,000 WINDOW ENVELOPES	201.85
	GATES SUPPLY	793-341-00	OFFICE SUPPLIES & EX	COLOR PAPER	34.50
	LOWES BUSINESS ACCOUNTS	793-341-00	OFFICE SUPPLIES & EX	LATE FEE & INT	7.28
	PAYROLL ACCOUNT (ALL DEPTS)	793-341-00	OFFICE SUPPLIES & EX	MAY 2021 AA FEES	188.44
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	CC FEES JULY-OCT 2020	45.06
PROFESSIONAL		793-341-00	OFFICE SUPPLIES & EX	CREDIT CARD FEES MAY 2021	508.01
	US CELLULAR	793-341-00	OFFICE SUPPLIES & EX	642-1651 613-0113 0002	51.22
	SPRINT	793-341-00	OFFICE SUPPLIES & EX	ALL DEPT JUNE GEOTABS	220.24
	WVNET	793-341-00	OFFICE SUPPLIES & EX	WEB HOSTING 3RD QTR 2021	18.75
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	0.00
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	0.00
			TOTAL:		1,282.36
	POTESTA & ASSOCIATES INC	896-223-00	PROFESSIONAL SERVIC	ENGINEERING SERVICE	9,986.65
		896-223-00	PROFESSIONAL SERVIC	ENGINEERING SERVICE	9,992.30
	DAVID L HOWELL CPA	896-223-00	PROFESSIONAL SERVIC	FINAL BILLING AUDIT OF 6-3	704.43
			TOTAL:		20,683.38
CAPITAL/PROJECTS	MONT LEVINE INC.	997-455-00	SEWER UPGRADE-CAPITA	STEEL PLATES	3,285.51
	J.P. MORGAN EQUIPMENT FINAN	997-451-02	BELT PRESS PROJECT	SAN BELT PRESS PYMT 6/21	2,210.60
	LESLIE EQUIPMENT CO	997-455-00	SEWER UPGRADE-CAPITA	DELIVERY FOR TRACK HOE	250.00
		997-455-00	SEWER UPGRADE-CAPITA	EXCAVATOR RENTAL	5,500.00
	C.I. THORNBURG CO., INC.	997-455-00	SEWER UPGRADE-CAPITA	N. SPRING ST. SAN	890.40
	FOSTER SUPPLY INC	997-451-00	PLANT - CAPITAL	N SPRING ST SAN	5,070.00
	LOWES BUSINESS ACCOUNTS	997-455-00	SEWER UPGRADE-CAPITA	PCRD-MORTOR MIX CABLE TIES	69.92
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	STONE-N.SPRING ST	960.52
		997-455-00	SEWER UPGRADE-CAPITA	STONE-N.SPRING ST	408.24
		997-455-00	SEWER UPGRADE-CAPITA	STONE	806.76
		997-455-00	SEWER UPGRADE-CAPITA	STONE	996.69
		997-455-00	SEWER UPGRADE-CAPITA	STONE	1,026.36
	FERGUSON WATERWORKS	997-451-00	PLANT - CAPITAL	N SPRING ST SAN	2,613.88
	ZINN'S HOE SERVICE	997-455-00	SEWER UPGRADE-CAPITA	PORTABLE TOILET	108.00
	WATER PUMPS DIRECT	997-455-00	SEWER UPGRADE-CAPITA	PCRD-HEAVY DUTY TRASH PUMP	1,299.00
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	22GMDW 2017 JEEP GRAND CH	467.06
		997-454-00	NEW EQUIPMENT-CAPITA	22RKTT 2018 NISSAN FRONTI	291.98
		997-454-00	NEW EQUIPMENT-CAPITA	22RKVD 2018 NISSAN FRONTI	291.98
		997-454-00	NEW EQUIPMENT-CAPITA	22RKVM 2018 NISSAN FRONTI	291.98
	BLACK DIAMOND EQUIPMENT RENT	997-455-00	SEWER UPGRADE-CAPITA	TRENCH BOX	2,280.00
		997-455-00	SEWER UPGRADE-CAPITA	TRENCH BOX RENTAL	2,030.00
	DIVISION OF HIGHWAYS TREAS/R	997-452-00	SEWER EXT. - CAPITAL	INSPECTION FEES	1,533.35
	LAW OFFICES DINSMORE & SHOHL	997-455-00	SEWER UPGRADE-CAPITA	ROW AGREEMENT	1,200.00
			TOTAL:		33,882.23

Amby also informed the Board of two recent insurance claims which were handled by our carrier (see *F.8 Sewer Backup Insurance Claim-12 Myrna Street* and *F.9 Sewer Backup Insurance Claim-17 Lower Drive*. F.8 Sewer Backup Insurance Claim-12 Myrna Street (Rich Heffler & Alicia Harvey, owners) was settled by Travelers Insurance for \$19,010.03 and F.9 Sewer Backup Insurance Claim-17 Lower Drive was denied by Travelers Insurance, who determined the following, *“Based upon the information received and our investigation of your claim, we found that our insured is not responsible for the damages. The city had no prior knowledge of the hazard before your incident. A government authority must have prior knowledge of a problem and not address said issue to be held negligent. The simple control of public property does not constitute negligence. Therefore, we must respectfully deny your claim due to lack of negligence against the City of Buckhannon.”* (See materials for F.8 and F.9 in the packet.)

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

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

D.1 33 West Extension North – We (the Sanitary Department) have been working on a layout for Dave Anderson. We will have a potential offer regarding the alignment and profile which Sam Ludlow is currently reviewing. We will talk to him after Sam’s approval. We received a notice of violation for not having 70% vegetation cover from Red Rock Rd. to the J.F. Allen gate. Our permit has expired, and we are working on the renewal.

D.2 33 West Extension South- JF Allen project – Buck talked with Tim Carr, of J.F. Allen. Tim said they ran a camera up the line and found a leak in the second manhole. The J.F. Allen crew worked on the manhole and said the problem has been corrected. The Maintenance crew checked the manhole again and reported ½” of water still flowing. Buck assured the Board that they will stay on top of the situation until it is entirely corrected.

D.3 Plant Operations - Tests are all within limits. Dan Baker has sold his house and bought a house in Tennessee. He is planning on leaving in September.



Applicant:BUCKHANNON, CITY OFType:Electronic DMR

Reference ID: wv0032336June2021 (07/13/2021)Permit ID: New/Pending

eDMR Worksheet -- WV0032336 - 001

Status: NewPrinted: Jul. 13, 2021 3:29 PM

Permit:WV0032336Outlet No:001Type:NORMAL

Report for the Month of:JuneYear:2021

Retrieve ParameterseDMR Schedule

Plant

Lab Performing Analysis:
153 - BUCKHANNON WASTEWATER TREATM

Parameter	Permit Limits	Quantity				Other Units							Measurement Frequency	Sample Type	Lab
		Avg	Max	Units	Number Exceed.	Min	Avg	Max	CEL*	Units	Number Exceed.	Test Flag			
50050 (ML-1) RF-A Flow, In Conduit Or Treatment Plant Year Round	Reported						1.005 Rpt Only Avg. Monthl	2.804 Rpt Only Max. Daily		mgd	0	Continuous Continuous	measured	153	
00310 (ML-B) RF-A Bod	Reported	16.6 313	24.7 626	Lbs/Day	0	N/A	2.4 15 Avg. Monthl	2.6 30 Max. Daily		mg/l	0	1/week 1/week	8 hr comp	153	
Winter Nov 1-June 30	Permit Limits	Avg. Monthl	Max. Daily												
00530 (ML-A) RF-A Suspended Solids, Total Year Round	Reported	27.1 625.8	66.3 1251.8	Lbs/Day	0	N/A	3.0 30 Avg. Monthl	9.0 60 Max. Daily		mg/l	0	1/week 1/week	8 hr comp	153	
51012 (ML-K) RF-A Bod, 5day Percent Removal, Dry Year Round	Reported						98.7 85 Month. Avg.			Percent	0	5 times/month 2/month	Calculated	153	
51013 (ML-K) RF-A Bod, 5day Percent Removal, Wet Year Round	Reported						Rpt Only Month. Avg.	N/A N/A		Percent		2/month 2/month	Calculated	153	
51014 (ML-K) RF-A Solids, Suspended Percent Removal, Dry Year Round	Reported						97.4 85 Month. Avg.			Percent	0	5 times/month 2/month	Calculated	153	
51015 (ML-K) RF-A Solids, Suspended Percent Removal, Wet Year Round	Reported						Rpt Only Month. Avg.	N/A N/A		Percent		2/month 2/month	Calculated	153	
74055 (ML-A) RF-A Coliform, Fecal Year Round	Reported						11 200 Mon. Geo. A	18 400 Max. Daily		Cnts/100ml	0	1/week 1/week	Grab	153	
00400 (ML-A) RF-A Ph Year Round	Reported						6.95 6 Inst. Min.	7.38 9 Inst. Max.		S.U.	0	1/week 1/week	Grab	153	
00300 (ML-A) RF-A Dissolved Oxygen Year Round	Reported						7.6 7.25 Inst. Min.	N/A N/A		mg/l	0	1/week 1/week	Grab	153	
00610 (ML-A) RF-A Nitrogen, Ammonia Total Winter Nov 1-June 30	Reported	<0.772 62.6	<1.3 125	Lbs/Day	0	N/A	<0.120 3 Avg. Monthl	<0.120 6 Max. Daily		mg/l	0	1/week 1/week	8 hr comp	153	
00665 (ML-A) RF-A Phosphorus, Total (As P) Summer May 1-Oct 31	Reported						0.305 Rpt Only Avg. Monthl	0.49 Rpt Only Max. Daily		mg/l	0	2/month 2/month	8 hr comp	157	
01119 (ML-A) RF-A Copper Total Recoverable Year Round	Reported						<0.005 0.008 Avg. Monthl	<0.005 0.015 Max. Daily		mg/l	0	1/month 1/month	8 hr comp	157	
01119 (ML-5) RF-B Copper Total Recoverable Year Round	Reported						0.00036 Rpt Only	0.00036 Rpt Only		mg/l	0	1/quarter 1/quarter	Grab	060	
01094 (ML-5) RF-B Zinc Total Recoverable Year Round	Reported						0.0112 Rpt Only Avg. Monthl	0.0112 Rpt Only Max. Daily		mg/l	0	1/quarter 1/quarter	Grab	060	
01094 (ML-A) RF-A Zinc Total Recoverable Year Round	Reported						0.0655 0.075 Avg. Monthl	0.111 0.13 Max. Daily		mg/l	0	2/month 1/month	8 hr comp	157	
00900 (ML-6) RF-B Hardness, Total Year Round	Reported						30 Rpt Only Avg. Monthl	30 Rpt Only Max. Daily		mg/l	0	1/quarter 1/quarter	Grab	157	
61426 (ML-A) RF-B Toxicity, Ceriodaphnia Chronic Year Round	Reported						1.0 1.35 Avg. Monthl	1.0 2.71 Max. Daily		TUc	0	1/quarter 1/quarter	8 hr comp	158	
74069 (ML-6) RF-A Stream Flow, Estimated Winter Nov 1-June 30	Reported						41.4 Rpt Only Inst. Min.	335.8 Rpt Only Avg. Monthl	1814.7 Rpt Only Inst. Max.	cfs	0	1/daily 1/daily	Calculated	153	

ES-59
Revised 1975

STATE OF WEST VIRGINIA
SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS

Month: Jun-21
City: Buckhannon, WV.
Operator: Dan Baker

INFLUENT WASTEWATER						BELT PRESS			Plant Effluent						
Date	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals.Wet Sludge Added	Pounds Dry solid: Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./ 100 ml	D.O. mg/l	PH	Amm. Nit. mg/l	
6/1/21	44	161	0.566	22.0	7.28	2.0			1.0	2.3	12	7.7	7.06	<0.120	
6/2/21			0.565	22.0	7.31	2.0						7.8	7.08		
6/3/21			0.610	23.0	7.27	2.0	12,781	1,300				7.6	7.05		
6/4/21			0.619	23.0	7.24	2.0						7.7	7.04		
6/5/21			0.445			2.0									
6/6/21	232	192	0.457			2.0			1.0	2.4	15	7.8	7.03	<0.120	
6/7/21			0.550	23.0	7.21	2.0						7.9	7.01		
6/8/21			0.530	23.0	7.20	2.0	31,608	5,088				8.0	7.08		
6/9/21			0.628	22.0	7.17	2.0						8.2	7.03		
6/10/21			0.708	20.0	7.11	2.0						7.8	6.98		
6/11/21			1.944	20.0	7.02	2.0									
6/12/21			1.274			2.0									
6/13/21			2.612			2.0									
6/14/21			2.804	20.0	6.82	2.0						18	8.0		6.95
6/15/21			2.689	20.0	6.79	2.0						8.4	7.11		
6/16/21	132	189	1.287	20.0	6.92	2.0	27,714	4,276	3.0	2.3	6	8.6	7.22	<0.120	
6/17/21			0.910	20.0	6.98	2.0	30,584	4,795				8.4	7.12		
6/18/21			0.805	20.0	7.02	2.0						8.3	7.11		
6/19/21			0.812			2.0									
6/20/21			0.615			2.0									
6/21/21	52	181	1.156	20.0	7.10	2.0			9.0	2.5	7	8.2	7.09	<0.120	
6/22/21			1.947	21.0	7.12	2.0						8.1	7.06		
6/23/21			0.883	21.0	7.14	2.0	22,031	2,370				8.2	7.04		
6/24/21			0.823	21.0	7.16	2.0	31,679	3,884				8.0	7.02		
6/25/21			0.662	21.0	7.07	2.0	30,179	3,196				8.1	7.18		
6/26/21			0.620			2.0	28,853	3,658							
6/27/21			0.590			2.0									
6/28/21			0.558	22.0	6.96	2.0	33,960	3,682				8.1	7.26		
6/29/21			0.496	22.0	6.94	2.0	78,080	8,400				8.3	7.29		
6/30/21			0.999	22.0	6.92	2.0	34,996	3,911				8.1	7.38		
TOTAL			30.164				362,465	44,560							
AVERAGE	114	181	1.005	21.3	7.08	2.0			3.0	2.4	11	8.1	7.10	<0.120	
MAXIMUM	232	192	2.804	23.0	7.31	2.0			9.0	2.6	18	8.6	7.38	<0.120	
MINIMUM	44	161	0.445	20.0	6.79	2.0			1.0	2.3	6	7.6	6.95	<0.120	
LIMITS															
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00	
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00	
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA	

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

1. Rebuilt 2 in. water pump.
2. Built rack for belt press hopper.
3. Painted flapper valve at outfall; cleaned around it to the river.
4. Power washed the pista grit building and painted yellow stripes on the pad for the truck alignment.
5. Picked up and changed out new trucks.
6. Put strobes on P-25, P-0.and P-10.
7. Crew is repairing the entrance road into 20 North P/S.

D.5 Line Crew #1 - Brian's crew (Crew#1) finished the main sewer line around Buckhannon Family Dental. They are preparing to do laterals.

D.6 Line Crew # 2- Kevin's crew (Crew #2) finished the main line sanitary up Spring Street. We are starting on a storm sewer. We still have laterals to run up the Chase Bank alley. (Both sanitary and storm).

The Board had a discussion of the Spring Street project with participation from Director of Public Works, Jerry Arnold, City Engineer Jay Hollen, and Amby Jenkins.

E. Stormwater

E.1 Buck's Report - We opened a storm drain DI on Lumber Street. There is a gas line in front of DI inlet blocking approximately 50% of the inlet. This could have been causing back up to East Main Street.

The Board had a discussion of this action, including the homeowners concerns at 121 E Main Street (Margaret Kelley residence) with participation from Director of Public Works, Jerry Arnold, and City Engineer Jay Hollen.

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

F.1 The Pipeline Newsletter from the Public Service Commission of WV–Spring 2021
<http://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>

F.2 Letter to UCC RE: Joint Collaboration Request using funding from the ARP

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.

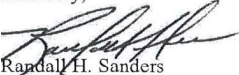
Both the City of Buckhannon's Sanitary and Water Departments carefully examined the opportunity the American Recovery Plan will provide the residents of the City and selected the nine projects accordingly.

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,



Randall 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

City of Buckhannon
American Recovery Plan
Infrastructure Expenditure Projects - May 26, 2021
Includes 50/50 Cost Sharing with the Upshur County Commission on Tennerton WST Project

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

F.3 Binding Commitment Letters from WV Infrastructure & Jobs Development Council RE: FEMA Generator Project 108 & 116 - City Engineer, Jay Hollen provided an overview of this correspondence as well as F.4 & F5.



July 7, 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-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: Robbie Skinner, 3
Its: Mayor + Chair
Date: July 8, 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: Robbie Skinner, 3
Its: Mayor + Chair
Date: July 8, 2021

F.4 Letter to WVEMD RE:0036 Invoice No. 13 DHS/FEMA Region III HMGP Emergency Power Generators

July 9, 2021

Mr. Dale Hatfield – Hazard Mitigation Project Officer
West Virginia Emergency Management Division
1703 Coonskin Drive
Charleston, West Virginia 25311

Re: City of Buckhannon
DHS / FEMA Region III Hazard Mitigation Project
Installation and Securing of Emergency Power Generation
Hazard Mitigation Program FEMA-DR-4273-WV-0036
Invoice No. 13

Dear Mr. Hatfield,

As per of the requirements of the DHS / FEMA Region III Hazard Mitigation Project grant, the City of Buckhannon (City) is submitting Invoice No. 13 in the amount of \$415.14 associated with the above-referenced project for various engineering services and project management services from May 1, 2021 through June 30, 2021.

The costs associated with the various engineering services, including the preparing & submitting of Invoices No. 11 & 12, associated with the project are \$63.55.

The costs associated with the various project management services related to the three (3) contracts for the project are \$351.59.

Based upon conversations with both the WVEMD and the West Virginia Infrastructure & Jobs Development Council (WVIJDC), the 25% Non-Federal Funding Match associated with all remaining invoices for the project will now be split between the WVEMD, who will be responsible for the 25% Non-Federal Funding Match associated with the Public Safety Complex Generator phase of the project, and the WVIJDC, who will be responsible for the 25% Non-Federal Funding Match associated with both the Raw Water Intake Generator and the Sewage Treatment Plant Generator phases of the project.

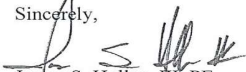
Therefore, for this invoice, the following is a breakdown of the 25% Non-Federal Funding Match for both the WVEMD and the WVIJDC:

- 25% Non-Federal Funding Match to be reimbursed by the WVEMD = \$29.30 (\$117.21 x 0.25)
- 25% Non-Federal Funding Match to be reimbursed by the WVIJDC = \$74.48 (\$297.93 x 0.25)

Please note that there is a \$0.01 discrepancy in the total 25% Non-Federal Funding Match due to a rounding error in the spreadsheet (\$103.79 (actual amount to be reimbursed) versus \$103.78 (calculated amount to be reimbursed)) that will need to be accounted for on future invoices.

It should also be noted that at this time, no Notices of Award or Notices to Proceed to the two (2) contractors for the Project have been issued as FEMA Region III is still reviewing the City's request, via a Change of Scope, for an additional \$249,232.41 that is required in order for the project to be awarded and for construction activities to begin.

If you have any questions or comments regarding the information contained in this letter, please contact me at your convenience at (304) 472-1651, extension 1006 or via email at jay.hollen@buckhannonwv.org.

Sincerely,

James S. Hollen, III, PE
City Engineer

F.5 Letter to WVEMD RE:0035 Invoice No. 15 DHS/FEMA Region III HMGP Emergency Power Generators

July 9, 2021

Mr. Dale Hatfield – Hazard Mitigation Project Officer
West Virginia Emergency Management Division
1703 Coonskin Drive
Charleston, West Virginia 25311

Re: City of Buckhannon
DHS / FEMA Region III Hazard Mitigation Project
Installation and Securing of Emergency Power Generation
and Manual Transfer Switches
Hazard Mitigation Program FEMA-DR-4273-WV-0035
Invoice No. 15

Dear Mr. Hatfield,

As per of the requirements of the DHS / FEMA Region III Hazard Mitigation Project grant, the City of Buckhannon (City) is submitting Invoice No. 15 in the amount of \$27,790.47 associated with the above-referenced project for project management services completed and materials purchased by Mountain State Electrical Contractors (Contractor) from May 1, 2021 through June 30, 2021.

Project Management services included the review & approval of the Contractor’s Application for Payment spreadsheet, the processing & submittal of Invoice No. 14, the processing of Invoice No. 15, discussions with both the WVEMD and the West Virginia Infrastructure & Jobs Development Council (WVIJDC) regarding reimbursement of the 25% Non-Federal Funding Match and providing generator emission information to the WVIJDC. The total cost associated with project management for this invoicing period is \$317.97.

Materials and appurtenant supplies that were purchased & stored by the Contractor associated with the eleven (11) Manual Transfer Switches totaled \$30,525.00. Copies of the receipts for the materials and appurtenant supplies purchased, a letter from the equipment and materials supplier stating that all invoiced materials have been paid for and a copy of the City’s purchase order indicating that the Contractor has been paid is also included with this invoice. It should be noted that ten percent (10%) retainage was withheld from the Contractor’s invoice for the stored materials and appurtenant supplies per the requirements of the Bid Package and once the projects have reached Substantial Completion status, the City will invoice for the retainage withheld to date and reimburse the Contractor accordingly. As a result of withholding the 10% retainage, the amount of the Contractor’s invoice was reduced to \$27,472.50.

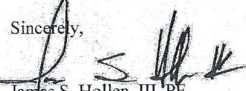
Based upon conversations with both the WVEMD and the West Virginia Infrastructure & Jobs Development Council (WVIJDC), the 25% Non-Federal Funding Match associated with all remaining invoices for the project will now be the responsibility of the WVIJDC.

Therefore, for this invoice, the following is a breakdown of both the 75% Federal Funding Match and the 25% Non-Federal Funding Match for the WVIJDC, including the withholding of the 10% retainage:

- 75% Federal Funding Match to be reimbursed by FEMA = \$20,842.86
- 25% Non-Federal Funding Match to be reimbursed by the WVIJDC = \$6,947.61

If you have any questions or comments regarding the information contained in this letter, please contact me at your convenience at (304) 472-1651, extension 1006 or via email at jay.hollen@buckhannonwv.org.

Sincerely,


James S. Hollen, III, PE
City Engineer

F.6 Notice of Shipment Delays RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators - City Engineer, Jay Hollen reported that he has received notice from Cummins that the shipment of the generators has been delayed.



RECEIVED JUL 07 2021

July 7, 2021

Mountain State Electrical Contractors
6082 Saltwell Road
Bridgeport, WV 26330

City of Buckhannon
OHS/ FEMA Region III Hazard Mitigation Project
Generation Hazard Mitigation Project FEMA-DR-4273-WV-0035

NOTICE OF SHIPMENT DELAYS

Brooke Street Lift Station
East Main Street Lift Station
Elias Street Lift Station
Vicksburg Lift Station
Wood Richie Street Lift Station
Water Treatment Plant

This letter is to provide notice of the occurrence of certain events beyond the control of Cummins Inc., that has resulted with us being unable to continue to provide goods and/or services to you for the above referenced Project by the original projected ship dates.

We are experiencing supply disruptions in manufacturing activities and material shortages because of the COVID-19 pandemic. The restrictions and requirements driven by COVID-19 has affected and limited capacity at our supplier’s factories. Production schedules for engine systems at the Fridley Generator Plant location have been disrupted.

Presently our projected ship dates for this project is Mid-December 2021. With respect to the above listed orders, Cummins will continue to review each order on a case by case basis and advise you regarding product availability and changes in lead time.

Cummins will continue to work diligently to minimize any impact on its ability to provide goods as a result of COVID-19. We appreciate your understanding and will continue to keep you informed of any critical developments.

If you have any questions, please contact me as follows.

David Rollins

David Rollins
Senior Sales Executive, Power Gen Business
Northern United States


Phone 304.367.0196 ext 58321
Mobile 304.533.6743
david.m.rollins@cummins.com

F.7 Letter from the Public Service Commission of WV RE: Review of 2020 Annual Report

The Water and Wastewater Division’s Staff of the Public Service Commission of West Virginia (Commission) has conducted a review of your 2020 Annual Report. Based upon the review, no comments have been made.

If an audit was completed and adjustments are needed to your 2019 Annual Report, please file a revised report with the Commission as soon as possible since those numbers are a part of the 2020 Annual Report. If a subsequent audit is conducted that affects your 2020 Annual Report on file with the Commission, please file an amended 2020 report at that time. If that becomes necessary, please make all applicable changes to your copy of the annual report, and then upload the revised version through the efile system. Should you encounter any issues with uploading the revised report, please contact Kathryn Stalnaker, Executive Secretary’s Office, at kstalnaker@psc.state.wv.us or 1-800-344-5113, ext. 361. Accepted revised reports will be added to our web.

F.8 Sewer Backup Insurance Claim-12 Myrna Street



Servpro of Fayette County 9348
Servpro of Morgantown 9931
1211 Avon Dr.
Connellsville, PA 15425

INVOICE

Date	Invoice #
6/3/2021	1025

Bill To	Job Location
Alicia Harvey 12 Myrna Street Buckhannon, WV 26201	Alicia Harvey 12 Myrna Street Buckhannon, WV 26201

Work/PO #	Job Date	Payment Due
	5/14/2021	Due upon receipt

Description	Amount
Residential water damage restoration/ sewage - contents	\$227.87
Residential water damage restoration/ sewage - sewage	\$4,853.02
Payment 6/2/21 by homeowner	\$4,500.00

TERMS OF PAYMENT: Unless otherwise specified on this invoice, payment is due in full upon completion of service. Compounding interest will be charged at the maximum allowable by law, or at 1.5% per month, whichever is lesser, on accounts over 30 days past due.

Sales Tax (6%)	\$304.85
City Tax (1%)	\$50.81
Total	\$5,436.55
Payments/Credits	\$4,500.00
Balance Due	\$936.55

F.9 Sewer Backup Insurance Claim-17 Lower Drive

To,
City of Buckhannon, Amby Jenkins
70 East Main Street, Buckhannon, WV 26201
AmbyJenkins@buckhannonwv.org
(304) 472 – 1651

Dear City of Buckhannon,

On Monday, June 14th at 9:00 PM my home on 17 Lower Drive became flooded with water and raw sewage. There was approximately 2” of water in the downstairs of our home which caused damage to our walls along with various other belongings. Necessary steps were taken to attempt the stoppage of flow of water into the home, but to no avail. The next morning upon waking the water had properly drained from the home leaving excrement and other fragments from the sewage (ex., feces, toilet paper, etc.).

Once we were able, we contacted the City of Buckhannon on Tuesday, June 15th which directed us to sanitation, and then a sanitation employee was sent out to check the sewage lines in our area of town. After inspection we were informed that there was a blockage caused by tree roots which had grown into the city sewage system that resulted in the back up into our house during the storm on Monday, June 14th.

We reached out to the sanitation department again on Wednesday, June 16th because we were told that someone would be reaching out to use due to the damage caused to the home. I spoke with the supervisor during this time which he addressed he would contact me on Thursday, June 17th upon speaking with the employee that conducted the evaluation of the sewage lines. We contacted the supervisor again on Friday, June 18th because we never received the follow-up call from him. Upon speaking with him he asked, “What are you wanting us to do?”. I responded with, “compensation due to the damage and loss of belongings.” Then we were directed to Amby Jenkins at Buckhannon City Hall to make a claim for the damages.

Once we spoke with Amby Jenkins, we were informed that we would need to write a letter for the City of Buckhannon’s insurance company to review. We were informed that the Sanitation department should have informed us the process of preparing a claim, but Amby Jenkins went ahead and informed us the necessary steps that needed to be made.

This incident could have caused potential harm to my family and pets due to the exposure of raw sewage which is a toxic biohazardous material. There was also no concern or sense of urgency concerning the exposure of the raw sewage from the city sewage system.

The belongings and damages in question are as listed.

- Subfloor removed in partial constructed bathroom on the first floor of our home. Construction damage by water and sewage (Estimated Value \$427)
- Insulation damage by water absorption (Estimated Value \$150+)
- Drywall damage. (Estimated Value \$26)
- 7/16” OSB damage (Estimated Value \$416)
- Wood damage at bottom of walls from water absorption. (Estimated Value \$40+)
- Rubber flooring damage from sewage contamination (Estimated value \$700)
- Gym equipment depreciation due to contamination with sewage. (Estimated value \$10,000)
- Approximately 402 pieces of clothing damaged. (Estimated value \$8,000)
- Damaged 2-person Love Sack (Estimated value \$1,250)
- Desk #1 (Estimated Value \$50)
- Desk #2 (Estimated Value \$90)
- Laptop Water Damage & Electrical Short (Estimated \$330)
- Frigidaire Refrigerator (Estimated Value \$670)
- Wicker Baskets (6) (Estimated Value \$150)
- Shoes (12) (Estimated Value \$500)
- Cleaning Products & Items (Estimated Value \$640)
 - Bleach (4) (\$20)
 - Fabuloso (4) (\$24)
 - Libman Sponge Mop (\$15)
 - Libman Sponges (3) (\$18)
 - Libman mop (4) (\$60)
 - Libman Squeegee (\$58)
 - Libman Scrub Brush (\$55)
 - Glove Plus Black Nitrile Gloves (\$45)
 - Greenworks 2000 PSI Pressure Washer 5101902 (\$200)
 - Dewalt Shop Vacuum (\$100)
 - Water Hose – Walmart (\$24)
 - Spray Bottles – Walmart (\$17)
 - Spray Bottles – Dollar Tree (\$4)
 - Lasko 20in Speedbox Fan (4) (\$80)
- Manpower (Estimated Value \$3,200)
- Estimated Total: \$26,719+

Derrick L. Villarico 17 Lower Drive, Buckhannon, WV 26201 (304) 704 -2101



The Charter Oak Fire Insurance Company
Po Box 430
Buffalo, NY 14240-0430

07/09/2021

Derrick L Villarico
17 Lower Drive
Buckhannon WV 26201

Insured: City Of Buckhannon
Claim Number: FQW3559
Claimant: Derrick L Villarico
Date of Loss: 06/14/2021

Dear Derrick L Villarico,

The Charter Oak Fire Insurance Company is the General Liability carrier for the City of Buckhannon. In that capacity we acknowledge receipt of your claim and apologize for any inconvenience it may have caused.

Based upon the information received and our investigation of your claim, we found that our insured is not responsible for the damages. The city had no prior knowledge of the hazard before your incident. A government authority must have prior knowledge of a problem and not address said issue to be held negligent. The simple control of public property does not constitute negligence. Therefore, we must respectfully deny your claim due to lack of negligence against the City of Buckhannon.

Please understand that our obligation is to pay claims submitted to us for which our insured is legally liable. No payments will be made on behalf of the City of Buckhannon.

Sincerely,

Aneliese Townsend
Claim Professional
Direct: (610)736-2551
Office: (800)842-9897 Ext. 736-2551
Fax: (800)804-3653
Email: ATOWNSE2@travelers.com

F.10 NPDES Permit Requirements- Vegetation Coverage

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD# 304.472.9550
Fax# 304.472.0934

Timothy Wine
Environmental Enforcement/ WW
West Virginia Department of Environmental Protection
2031 Pleasant Valley Road, Fairmont, WV 26554
July 13, 2021

Mr. Timothy Wine,

The City of Buckhannon Sewer Department has received the Notice of Violation regarding the Route 33 North Sewer Extension Project. As stated in the violation notice, the project area did not have 70% uniform vegetation coverage at the time of permit expiration. This issue has since been remediated by taking the follow steps.

1. An access road was created using crushed stone from Red Rock Road to approximately 30 feet before the stream bank. Pictures below.

a. Looking towards Red Rock Road.



b. Looking toward creek crossing.



2. Straw and grass seed was spread on the remainder of the problem areas to bring the vegetation coverage to a sufficient level. Pictures Below.

a. Looking west from stream bank.



b. Looking east, towards Red Rock Road.



c. Gate entrance to J.F. Allen. This was pictured in the Notice.



3. Work to renew the permit has begun in order to resume construction related activities.

We hope these actions are acceptable to solve the violation. If there are any issues or questions please feel free to contact the City of Buckhannon Sewer and Storm Department at (304)472-5459 and ask for Bryan Samples or Ethan Crosten.

Sincerely, Bryan Samples

City of Buckhannon Sewer and Storm Department Superintendent

G. Consent Agenda

G. 1 Approval of Minutes -05/20/2021; 06/17/2021 & Special 05/27/2021

Recorder Sanders informed the Mayor that the Board Members have been provided the minutes from the Regular Meeting of 05/20/2021 and the Special Meeting of 5/27/2021 to review but not the minutes from the Regular Meeting of 6/17/2021.

Motion to approve the minutes from the Regular Meeting of 05/20/2021 and the Special Meeting of 5/27/2021 was made by Frye/Loftis. Motion carried.

H. Strategic Issues for Discussion and/or Vote

H.1 City Hall Office Staff Operations - Amby recommended that Barbara Hinkle be given a promotion and the title of Office Manager in City Hall and given the authority to oversee office staff and together, Amby and Barbara will assess, train, and redistribute some of Amby's responsibilities to others. She also requested that Barbara Hinkle's hourly wage be increased to \$21.00. She further requested that Shayla Gowers return as a full-time employee and, as she is very familiar with the software and operations in the office, she will pick up some of Barb's duties among other tasks and continue to work with mapping. Current salaries are shown in the material marked H in the packet. We will ask for adjustments to the salaries according to duties at a future meeting and for the appropriate contributions from the departments they are paid.

Motion to accept Amby Jenkins recommendation for the Sanitary Board to contribute the appropriate amount to raise Barbara Hinkle's hourly pay to \$21.00 per hour and recognize her newly assigned position of Office Manager in City Hall was made by Frye/Loftis. Motion carried.

I. Board Members Comments and Announcements:

- **Board Member Frye** – Nothing further.
- **Board Member Loftis** – Nothing further.
- **Buck Samples** - Buck asked if Ethan Crosten can sign department documents if he is absent. Jerry Arnold recommended that he request that Ethan be named his assistant at the next Sanitary Board meeting.
- **Jerry Arnold** – Nothing further.
- **Jay Hollen** – Nothing further.
- **Amby Jenkins** - Nothing further.
- **City Recorder Sanders** –Recorder Sanders asked for a roll call of who was present in City Hall. The Mayor proved him with the names of all who were.
- **Mayor Skinner** – Nothing further.

J. Adjournment

There being no further business to be transacted, a motion to adjourn was made by Frye/Loftis at 8:23AM. Motion carried.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____