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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, November 18, 2021, at 7:30 a.m., by Phone and GoToMeeting (GTM). The following were in attendance:

Mayor	Robbie Skinner	Present – by GTM
City Recorder	Randy Sanders	Present – by GTM
Assistant Recorder/Director of Finance	Amberle Jenkins	Present – by GTM
Director of Public Works	Jerry Arnold	Present – by Phone
City Engineer	Jay Hollen	Present – by GTM
Board Member	Gene Frye	Present – by Phone
Board Member	Phil Loftis	Present – by GTM
Plant Engineer	Sam Ludlow	Absent
Sanitary Superintendent	Ethan Crosten	Present – by GTM
City Attorney	Tom O'Neill	Absent

Guests – None

To Participate in this Utility Board Meeting remotely, participants were invited to contact us at 304-472-1651 for the GoToMeeting link/access.

City of Buckhannon Sanitary Board – 7:30am by Phone and GoToMeeting
Meeting Agenda for Thursday, November 18, 2021

A. Call to Order
- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America

B. Recognized Guests
- B.1

C. Bid Opening
- One (1) New Skid Steer Track Loader & Bucket
- C.1 Notice Class II Legal Advertisement Accepting Sealed Bids
- C.2 Bid Opening Results

D. Finance Report-Amby
- D.1 October 2021

E. Department Report
- E.1 33 West Extension North
- E.2 33 West Extension South-JF Allen Co
- E.3 Plant Operations-Testing
- E.4 Maintenance Crew
- E.5 Line Crew #1
- E.6 Line Crew #2
- E.7 Richard Trent/Phillips Dairy Road Project Update
- E.8 Mark Carroll/Mudlick Road Project Update

F. Stormwater
- F.1

G. Correspondence and Information
- G.1 Letters from Cummins Sales & Service- Updated Shipment Delay Dates & Reasons for the Delays RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators
- G.2 Tennerton P.S.D. Meeting Minutes –September 2021

H. Consent Agenda
- H.1 Approval of Minutes 10/21/21

I. Strategic Issues for Discussion and/or Vote
- I.1 Skid Steer Bid Opening/ Request to change
- I.2 Gaston Street Storm Update
- I.3 Maple Street Headwall
- I.4 Whistle Stop Grease Issues
- I.5 Plant Phone System Update
- I.6 Plan of Action Comments
- I.7 Discussion/Vote Compensation for Sanitary Supervisor

J. Board Members Comments and Announcements

K. Adjournment

Posted 11/12/2021

A. Call to Order - The meeting was called to order by Mayor Robbie Skinner who noted that because of the City Hall roof project we were meeting by phone & GoToMeeting and we would forgo the Pledge to the Flag of the United States of America. He then asked all to join him in a Moment of Silence.

B. Recognized Guests - None

C. Bid Opening

- **One (1) New Skid Steer Track Loader & Bucket**

C.1 Notice Class II Legal Advertisement Accepting Sealed Bids

ADVERTISEMENT FOR BIDS
BUCKHANNON SANITARY BOARD
SKID STEER AND BUCKET

The Buckhannon Sanitary Board will accept sealed bids for a skid steer and bucket at City Hall at 70 East Main Street, Buckhannon, WV 26201 until 7:30 AM EST on November 18, 2021, at which time all bids which have been received shall be publicly opened and read aloud.

Minimum characteristics of the **SKID STEER** to be provided by this bid are as follows. A full list of required characteristics is attached.

- New skid steer loader of standard manufacture by the company represented by the vendor submitting the bid.
- Gross power shall be minimum of 74 HP
- The operating weight shall be 10,500 lbs and should not exceed 12,000 lbs.
- Machine shall be equipped with rubber tracks.
- The engine shall be a 3.3-liter, direct fuel injected, turbocharged, liquid cooled, and have 4 cylinders. The engine must meet Tier 4 Final and EU Stage V emissions standards.
- The machine shall have braided, color-coded and numbers wiring harness.
- Machine shall have a water-in-fuel sensor with an indicator in the cab.
- Two hydrostatic axial piston drive pumps shall be splined directly to the engine.
- 2 speed must be standard and shall have planetary gear reduction final drive.
- Machine shall be equipped with a single, electrically operated joystick which controls the forward and reverse steering directions.
- Machine shall have spring be equipped with a single, electrically operated joystick which controls lift, lower, and tilt.
- Machine shall have a rear-view camera.

Characteristics of the **BUCKET** to be provided by this bid are as follows.

- Minimum bucket width to be no less than 80 inches.
- Have a bolt on cutting edge.

Bidder must provide the following items.

- Must provide documented 3 years of reputable sales and service, prior to bid.
- Combined bid price of skid steer and bucket delivered to Buckhannon Sewer Plant. Bid sheet shall include specific identification of the equipment to include: 1) vendor, 2) manufacturer, 3) model, 4) year, and 5) list of special features. Bid sheet is to be signed by an authorized representative of the vendor.
- Availability of skid steer and bucket to include a delivery date if ordered by December 2nd, 2021.
- Product literature including basic specifications of the model skid steer being offered.
- Vendor financing available, including interest rate, monthly payment, and total cumulative payment for vendor financing over a 60-month term.
- Equipment warranty. Include calendar time, operating time, and components covered by warranty.
- Location of and distance from Buckhannon of closest full-service sales, parts, and service center for equipment manufacturer.
- Name, location, and telephone number of three customers in West Virginia who have recently purchased a similar piece of equipment.

Bids are to be delivered to Buckhannon City Hall at **70 East Main Street, Buckhannon, WV 26201** in a sealed envelope marked, Attention: Ethan Crosten, "Skid Steer and Bucket Bid". If there are any questions, please call Ethan Crosten at 304-472-5459.

The Buckhannon Sanitary Board shall evaluate bids received based on price, financing, equipment specifications, operator satisfaction, service availability, and references. Buckhannon reserves the right to reject any and all bids and to waive any informalities.

RD run dates 10/28/21 , 11/04/21

C.2 Bid Opening Results – Mayor Skinner recognized City Engineer Jay Hollen and Assistant Recorder/Director of Finance Amby Jenkins who opened the bids for the One (1) New Skid Steer Track Loader & Bucket with the following results:

Bid # 1 was from Leslie Equipment Company, which was for a John Deere 325G Compact Track Loader at a bid price of $61,750.

JOHN DEERE

LESLIE EQUIPMENT CO.

Selling Equipment

Quote Id: 25547036

JOHN DEERE 325G COMPACT TRACK LOADER

Hours:
Stock Number:

Suggested List $ 89,794.00
Selling Price $ 61,750.00

Code	Description	Qty	Unit	Extended
00D2T	325G COMPACT TRACK LOADER	1	$ 70,713.00	$ 70,713.00
	Standard Options - Per Unit			
170K	JDLink™	1	$ 1,777.00	$ 1,777.00
0755	Cab/Heat/AC, Power QT, Hi Flow, SL & RC, 2Spd, LED Lights, Rev Fan	1	$ 9,644.00	$ 9,644.00
0950	E-H (ISO Pattern) Joystick Controls	1	$ 0.00	$ 0.00
1301	Engine - Turbocharged - FT4	1	$ 2,718.00	$ 2,718.00
1501	English Operator's Manual and Decals	1	$ 0.00	$ 0.00
2600	Offset Block Lug Tread Pattern - 15.8 in. (400mm) Tracks	1	$ 1,462.00	$ 1,462.00
4001	2-Inch Seat Belt with Shoulder Harness	1	$ 217.00	$ 217.00
6001	Mechanical Suspension Seat (Vinyl)	1	$ 0.00	$ 0.00
8042	Rear View Camera	1	$ 869.00	$ 869.00
8310	Counterweight, (Triple Set)	1	$ 1,148.00	$ 1,148.00
	Standard Options Total			**$ 17,835.00**
	Dealer Attachments			
	84" BUCKET WITH EDGE	1	$ 0.00	$ 0.00
	Dealer Attachments Total			**$ 0.00**
	Other Charges			
	Freight	1	$ 1,246.00	$ 1,246.00
	Other Charges Total			**$ 1,246.00**
	Suggested Price			**$ 89,794.00**
	Customer Discounts			
	Customer Discounts Total		**$ -28,044.00**	**$ -28,044.00**
Total Selling Price				**$ 61,750.00**

Bid # 2 was from Cleveland Brothers, which was for a 2022 Caterpillar 289D3 HF 289D3 Compact Track Loader for a bid price of $67,500.

Cleveland Brothers CAT

CONSTRUCTION EQUIPMENT QUOTATION/OFFER TO SELL AND SECURITY AGREEMENT

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

DATE: November 11, 2021

ATTENTION: ETHAN CROSTON

ONE (1) NEW 2022 CATERPILLAR 289D3 HF 289D3 COMPACT TRACK LOADER S/N N/A

HEATER, ENGINE COOLANT, 120V
REAR LIGHTS
TRACK,RUBBER,450MM(17.7 IN)BAR
DOOR, CAB, POLYCARBONATE
SEAT BELT, 2"
RIDE CONTROL, NONE
CERTIFICATION ARR, P65
PRODUCT LINK, CELLULAR PL243
BATTERY,EXTRA HD,DISC,1000 CCA
CAB PACKAGE, ULTRA
BUCKET-GP, 80", BOCE
HYDRAULICS, PERFORMANCE, (H3)
CONTROL, ISO, PROP, WT
LIGHTS, LED
RUBBER BELT, 2 SPD, TF IDLERS
ROPS, ENCLOSED WITH A/C (C3)
DISPLAY, ADVANCED, LCD, CAMERA
FAN, COOLING, DEMAND
QUICK COUPLER, HYDRAULIC
SEAT,AIR SUSPENSION,CLOTH,HEAT
STANDARD RADIO(12V),BLUETOOTH

Selling Price Without Discounts:	$71,106.70
Caterpillar Factory Discount	-$3,606.70
Selling Price:	**$67,500.00**

Warranty:
STANDARD WARRANTY: 24 MONTH/2,000 HOUR (6 MONTH TRAVEL TIME & MILES INCLUDED)

Finance Summary:

Selling Price	$67,500.00
Net Selling Price	**$67,500.00**

AVAILABLE UNDER THE SOURCEWELL AGREEMENT 032119CAT

THE FOREGOING QUOTATION IS EFFECTIVE FOR 30 DAYS.

STANDARD TERMS: SUBJECT TO CREDIT APPROVAL: NET 10 DAYS. UCC-1 FINANCING STATEMENT WILL BE FILED AND A $400.00 DOCUMENTATION FEE WILL BE CHARGED IF NOT PAID IN FULL ON OR BEFORE 15 DAYS FROM DELIVERY DATE UNLESS OTHERWISE NOTED ON THE SALES CONTRACT.

BY: Joshua J Hinkle QN: S000150758

DELIVERY: TO CITY OF BUCKHANNON YARD

LEAD TIME: LAST HALF JANUARY 2022 APPX

ATTENTION: THE TERMS AND CONDITIONS ON THE FACE AND REVERSE SIDE OF THIS QUOTATION/OFFER TO SELL – INCLUDING DISCLAIMERS OF WARRANTIES (INCLUDING MERCHANTABILITY), DISCLAIMERS OF TORT LIABILITY (INCLUDING NEGLIGENCE AND STRICT LIABILITY), LIMITATION OF REMEDIES AND EXCLUSIONS OF AND ANY ATTACHMENTS INCORPORATED HEREIN CONSTITUTE THE TERMS, CONDITIONS AND COVENANTS OF THIS QUOTATION/OFFER TO SELL.

Motion to accept the bid from Leslie Equipment Company for a John Deere Skid Steer Track Loader & Bucket, provided all bid specifications are met, at a bid price of $61,750 was made by Frye/Loftis. Motion carried.

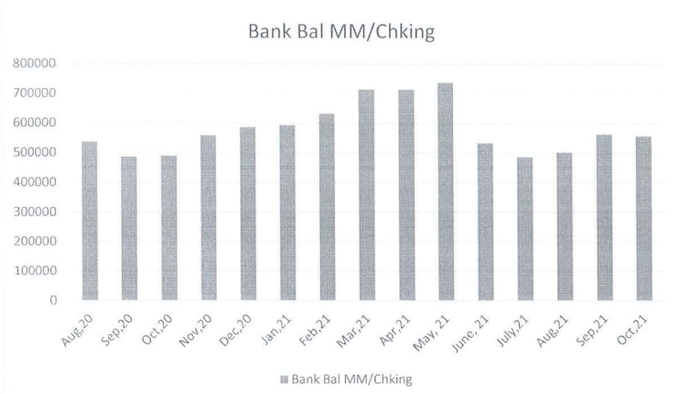
D. Finance Report - Amby Jenkins

D.1 October 2021 – Amby provided the October 2021 finance report as follows:

SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance October 31, 2021

Money market checking	**$ 556,232.48**
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 Oct 31, 2021 **$76,160.63**

Also
75,000 deposited this week
11-16-21

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

401-SANITARY

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
401-343-000-00 SEWER TAPS	1,000	1,440.00	3,600.00	0.00	(2,600.00)	360.00
TOTAL OTHER FEES	1,000	1,440.00	3,600.00	0.00	(2,600.00)	360.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	160,908.79	639,323.44	0.00	1,160,676.56	35.52
TOTAL UTILITY BILLINGS	1,800,000	160,908.79	639,323.44	0.00	1,160,676.56	35.52
HEALTH AND SAFETY						
401-351-000-00 BF SURCHARGE BILLING	0	0.00	0.00	0.00	0.00	0.00
401-352-000-00 INCOME FROM TENNERTON PSD	200,000	0.00	67,259.42	0.00	132,740.58	33.63
TOTAL HEALTH AND SAFETY	200,000	0.00	67,259.42	0.00	132,740.58	33.63
CHARGES FOR SERVICES						
401-362-000-00 DUE FROM GEN FUND-STORM S	0	0.00	0.00	0.00	0.00	0.00
401-362-000-01 SEPTAGE HAULERS	40,000	3,966.00	13,936.00	0.00	26,064.00	34.84
401-362-000-02 PROJECT MANAGEMENT FEES	0	14,204.11	31,680.17	0.00	(31,680.17)	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	40,000	18,170.11	45,616.17	0.00	(5,616.17)	114.04
GRANTS						
401-368-000-00 CONTRIBUTION REVENUE	0	0.00	0.00	0.00	0.00	0.00
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	2,679.36	9,952.60	0.00	13,047.40	43.27
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,679.36	9,952.60	0.00	13,047.40	43.27
OTHER REVENUE						
401-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
401-380-000-00 INTEREST	350	0.00	54.26	0.00	295.74	15.50
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	0	300.00	450.00	0.00	(450.00)	0.00
401-399-000-00 MISCELLANEOUS	1,000	1,400.00	5,639.88	0.00	(4,639.88)	563.99
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	1,350	1,700.00	6,144.14	0.00	(4,794.14)	455.12
TOTAL REVENUE	2,065,350	184,898.26	771,895.77	0.00	1,293,454.23	37.37

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	62,000	4,681.59	20,065.38	0.00	41,934.62	32.36
TOTAL SALARIES & BENEFITS	62,000	4,681.59	20,065.38	0.00	41,934.62	32.36
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	24,000	1,841.63	7,586.31	0.00	16,413.69	31.61
TOTAL CONTRACTUAL SERVICES	24,000	1,841.63	7,586.31	0.00	16,413.69	31.61
COMMODITIES						
401-711-313-00 VICKSBURG	14,000	562.31	3,218.33	0.00	10,781.67	22.99
TOTAL COMMODITIES	14,000	562.31	3,218.33	0.00	10,781.67	22.99
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	7,000	283.23	1,854.59	0.00	5,145.41	26.49
TOTAL CAPITAL OUTLAY	7,000	283.23	1,854.59	0.00	5,145.41	26.49
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	115.35	482.65	0.00	2,517.35	16.09
TOTAL CONTRIBUTIONS	3,000	115.35	482.65	0.00	2,517.35	16.09
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	42.10	308.29	0.00	1,291.71	19.27
401-711-713-00 DEANVILLE	1,000	40.56	207.83	0.00	792.17	20.78
401-711-813-00 ISLAND AVENUE	500	17.74	97.51	0.00	402.49	19.50
401-711-913-00 MADISON STREET	450	30.36	155.69	0.00	294.31	34.60
401-711-914-00 TJM SEWAGE STATION	500	21.07	138.67	0.00	361.33	27.73
401-711-915-00 WESTON ROAD	600	37.58	160.23	0.00	439.77	26.71
401-711-916-00 HAMPTON INN PS	350	9.56	22.72	0.00	327.28	6.49
401-711-917-00 BRUSHY FORK PS	570	32.26	142.12	0.00	427.88	24.93
401-711-918-00 RT 20 SEWER PUMP STATION	200	0.00	33.87	0.00	166.13	16.94
401-711-919-00 1 BUCKHANNON RD	200	15.95	36.90	0.00	163.10	18.45
401-711-920-00 PLANT VEHICLES-2,3,8	22,000	2,199.94	9,058.91	0.00	12,941.09	41.18
401-711-920-01 TENNERTON INTERCEPTOR	5,300	371.28	1,558.91	0.00	3,741.09	29.41
401-711-920-02 NATURAL GAS	3,000	8.80	37.95	0.00	2,962.05	1.27
401-711-921-00 BROOKE ST PUMP STA	3,200	286.06	1,002.24	0.00	2,197.76	31.32
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	6.57	70.11	0.00	429.89	14.02
TOTAL NON-OPERATING EXPENSES	39,970	3,119.83	13,031.95	0.00	26,938.05	32.60
TOTAL POWER/FUEL/UTILITY	149,970	10,603.94	46,239.21	0.00	103,730.79	30.83

UNIFORMS

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

401-SANITARY

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,600	771.31	2,693.32	0.00	5,906.68	31.32
TOTAL COMMODITIES	8,600	771.31	2,693.32	0.00	5,906.68	31.32
TOTAL UNIFORMS	8,600	771.31	2,693.32	0.00	5,906.68	31.32
LINES						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	5,000	1,502.95	4,111.76	79.99	808.25	83.84
TOTAL SALARIES & BENEFITS	5,000	1,502.95	4,111.76	79.99	808.25	83.84
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	35,000	12,591.50	22,008.82	7,075.52	5,915.66	83.10
TOTAL CONTRACTUAL SERVICES	35,000	12,591.50	22,008.82	7,075.52	5,915.66	83.10
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL COMMODITIES	2,000	0.00	0.00	0.00	2,000.00	0.00
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	30,000	2,025.45	11,971.15	145.54	17,883.31	40.39
TOTAL CAPITAL OUTLAY	30,000	2,025.45	11,971.15	145.54	17,883.31	40.39
TOTAL LINES	72,000	16,119.90	38,091.73	7,301.05	26,607.22	63.05
PLANT						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	12,000	692.56	4,459.45	1,234.58	6,305.97	47.45
TOTAL SALARIES & BENEFITS	12,000	692.56	4,459.45	1,234.58	6,305.97	47.45
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	13,000	110.00	6,393.65	3,063.97	3,542.38	72.75
TOTAL CONTRACTUAL SERVICES	13,000	110.00	6,393.65	3,063.97	3,542.38	72.75
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	30,000	1,558.28	3,175.24	14.00	26,810.76	10.63
TOTAL COMMODITIES	30,000	1,558.28	3,175.24	14.00	26,810.76	10.63
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	43,000	463.72	11,161.78	2,483.00	29,355.22	31.73
TOTAL CAPITAL OUTLAY	43,000	463.72	11,161.78	2,483.00	29,355.22	31.73

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	7,200	455.81	1,912.96	0.00	5,287.04	26.57
TOTAL CONTRIBUTIONS	7,200	455.81	1,912.96	0.00	5,287.04	26.57
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	604.92	4,053.94	106.35	7,839.71	34.67
401-714-743-00 TELEMETRY	2,600	0.00	539.10	0.00	2,060.90	20.73
TOTAL NON-OPERATING EXPENSES	14,600	604.92	4,593.04	106.35	9,900.61	32.19
TOTAL PLANT	119,800	3,885.29	31,696.12	6,901.90	81,201.98	32.22
SALARIES PLANT/LINES						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	365,000	39,479.66	135,139.78	0.00	229,860.22	37.02
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	485,000	24,837.09	92,277.69	0.00	392,722.31	19.03
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	850,000	64,316.75	227,417.47	0.00	622,582.53	26.75
CONTRACTUAL SERVICES						
401-715-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES PLANT/LINES	850,000	64,316.75	227,417.47	0.00	622,582.53	26.75
SALARIES BOARD/OFFICE						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	4,000.00	0.00	8,000.00	33.33
401-716-101-01 COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-103-00 OFFICE/CLERK ADM SALARIES	150,000	19,548.42	53,829.75	0.00	96,170.25	35.89
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	162,000	20,548.42	57,829.75	0.00	104,170.25	35.70

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL CONTRACTUAL SERVICES	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL SALARIES BOARD/OFFICE	165,000	20,548.42	57,829.75	0.00	107,170.25	35.05
FICA/INSURANCE						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	77,500	6,294.27	21,680.34	0.00	55,819.66	27.97
401-718-105-00 HEALTH INSURANCE	163,000	10,797.25	77,353.60	0.00	85,646.40	47.46
TOTAL SALARIES & BENEFITS	240,500	17,091.52	99,033.94	0.00	141,466.06	41.18
TOTAL FICA/INSURANCE	240,500	17,091.52	99,033.94	0.00	141,466.06	41.18
RETIREMENT						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	100,000	7,759.33	25,115.77	0.00	74,884.23	25.12
TOTAL SALARIES & BENEFITS	100,000	7,759.33	25,115.77	0.00	74,884.23	25.12
TOTAL RETIREMENT	100,000	7,759.33	25,115.77	0.00	74,884.23	25.12
UNEMPLOYMENT/COMPENSATION						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,600	1,127.16	5,702.46	0.00	14,897.54	27.68
TOTAL CONTRACTUAL SERVICES	20,600	1,127.16	5,702.46	0.00	14,897.54	27.68
TOTAL UNEMPLOYMENT/COMPENSATION	20,600	1,127.16	5,702.46	0.00	14,897.54	27.68
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	46,000	3,421.60	22,255.43	39.64	23,704.93	48.47
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	1,200.00	0.00	2,400.00	33.33
401-783-342-00 NEW COMPUTER CAPITAL OUTL	17,500	385.84	4,345.20	0.00	13,154.80	24.83

401-SANITARY

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	2,000	42.93	104.07	0.00	1,895.93	5.20
TOTAL COMMODITIES	69,100	4,150.37	27,904.70	39.64	41,155.66	40.44
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	69,100	4,150.37	27,904.70	39.64	41,155.66	40.44
OFFICE EXPENSE						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	29,000	2,237.86	9,251.43	0.00	19,748.57	31.90
TOTAL COMMODITIES	29,000	2,237.86	9,251.43	0.00	19,748.57	31.90
TOTAL OFFICE EXPENSE	29,000	2,237.86	9,251.43	0.00	19,748.57	31.90
PSC ASSESS/DNR PERMIT						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	6,000	0.00	7,573.02	0.00	(1,573.02)	126.22
401-797-117-00 DNR PERMIT	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL SALARIES & BENEFITS	9,000	0.00	7,573.02	0.00	1,426.98	84.14
TOTAL PSC ASSESS/DNR PERMIT	9,000	0.00	7,573.02	0.00	1,426.98	84.14
PROPERTY INSURANCE						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	46,500	2,464.53	17,707.66	0.00	28,792.34	38.08
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	46,500	2,464.53	17,707.66	0.00	28,792.34	38.08
TOTAL PROPERTY INSURANCE	46,500	2,464.53	17,707.66	0.00	28,792.34	38.08
RENTS						
CONTRACTUAL SERVICES						
401-803-219-00 RENTS	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CONTRACTUAL SERVICES	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL RENTS	10,000	0.00	0.00	0.00	10,000.00	0.00

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

401-SANITARY

% OF YEAR COMPLETED: 33.33

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	0.00	169.75	1,000.00	43,330.25	2.63
TOTAL CONTRACTUAL SERVICES	44,500	0.00	169.75	1,000.00	43,330.25	2.63
TOTAL PROFESSIONAL	44,500	0.00	169.75	1,000.00	43,330.25	2.63
BOND A						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	71,064.33	0.00	99,935.67	41.56
TOTAL SALARIES & BENEFITS	171,000	14,144.97	71,064.33	0.00	99,935.67	41.56
TOTAL BOND A	171,000	14,144.97	71,064.33	0.00	99,935.67	41.56
BOND B						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	2,253.00	11,319.06	0.00	16,680.94	40.43
TOTAL SALARIES & BENEFITS	28,000	2,253.00	11,319.06	0.00	16,680.94	40.43
TOTAL BOND B	28,000	2,253.00	11,319.06	0.00	16,680.94	40.43
CAPITAL/PROJECTS						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	150,000	2,300.00	2,300.00	0.00	147,700.00	1.53
401-997-451-01 STORMWATER	0	0.00	0.00	0.00	0.00	0.00
401-997-451-02 BELT PRESS PROJECT	24,321	0.00	2,203.37	0.00	22,117.63	9.06
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	220,000	2,770.32	8,935.08	0.00	211,064.92	4.06
401-997-453-00 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
401-997-454-00 NEW EQUIPMENT-CAPITAL	51,500	4,305.91	20,899.95	0.00	30,600.05	40.58
401-997-454-01 NEW EQUIP-BORE MACHINE	0	0.00	0.00	0.00	0.00	0.00
401-997-455-00 SEWER UPGRADE-CAPITAL	90,000	7,267.57	22,752.15	208.00	67,039.85	25.51
401-997-456-00 WESTON ROAD NORTH SIDE	0	0.00	1,595.59	0.00	(1,595.59)	0.00
401-997-456-01 WESTON RD -SOUTH SIDE	0	0.00	0.00	0.00	0.00	0.00
401-997-457-00 CAPITAL PURCHASE	20,980	0.00	0.00	0.00	20,980.00	0.00
401-997-458-00 EXP BRUSHY FRK TO GEN FUN	0	0.00	0.00	0.00	0.00	0.00
401-997-499-00 MISCELLANEOUS PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	556,801	16,643.80	58,686.14	208.00	497,906.86	10.58

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

401-SANITARY

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-997-570-00 DEPRECIATION CURRENT YEAR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL/PROJECTS	556,801	16,643.80	58,686.14	208.00	497,906.86	10.58
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	2,690,371	184,118.15	737,495.86	15,450.59	1,937,424.55	27.99
REVENUE OVER/(UNDER) EXPENDITURES	(625,021)	780.11	34,399.91	(15,450.59)	(643,970.32)	3.03-

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

426-STORMWATER FUND

% OF YEAR COMPLETED: 33.33

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

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: OCTOBER 31ST, 2021

426-STORMWATER FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater						
SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	80,000	13,769.09	36,175.74	0.00	43,824.26	45.22
426-805-104-00 STORMWATER FICA	6,120	1,055.01	2,775.65	0.00	3,344.35	45.35
426-805-106-00 STORMWATER RET	8,000	1,303.39	3,288.55	0.00	4,711.45	41.11
TOTAL SALARIES & BENEFITS	94,120	16,127.49	42,239.94	0.00	51,880.06	44.88
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	0	750.00	6,579.32	0.00	(6,579.32)	0.00
TOTAL COMMODITIES	0	750.00	6,579.32	0.00	(6,579.32)	0.00
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	155,880	2,955.27	14,112.01	690.66	141,077.33	9.50
TOTAL CAPITAL OUTLAY	155,880	2,955.27	14,112.01	690.66	141,077.33	9.50
TOTAL stormwater	250,000	19,832.76	62,931.27	690.66	186,378.07	25.45
TOTAL EXPENDITURES	250,000	19,832.76	62,931.27	690.66	186,378.07	25.45
REVENUE OVER/(UNDER) EXPENDITURES	(250,000)	(19,832.76)	(62,931.27)	(690.66)	(186,378.07)	25.45

SANITARY OCTOBER 2021 PAYMENT OF BILLS

$1,275.00 – C.I. THORNBURG – 24" MH FRAME AND GATE

$4,604.40- FERGUSON WATERWORKS- RESTOCK PIPE

$1,462.48 – AMAZON- TIRES FOR P13

$1,860.31 – TYLER TECHNOLOGIES – AUTOPAY, IVR, BILLING SITE MAINT FEES

$2,136.58 – UNITED RENTALS – MINI EXCAVATOR RENT N. SPRING ST

$2,313.36 – BRUFFEY TRUCKING – STONE RICHARD TRENT PROJECT

$3,513.75 – CENTRAL SUPPLY – FLOWABLE FILL OLD STORM SEWER

$1,244.25 – CENTRAL SUPPLY – N. SPRING ST LINE FILLING

STORMWATER OCTOBER 2021 PAYMENT OF BILLS

$2,136.58 – UNITED RENTALS – MINI EXCAVATOR RENT N. SPRING ST

11-02-2021 09:57 AM DISBURSEMENT 10-01-21 TO 10-31-21

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-713-00	DEANVILLE	110086407977 DEANVILLE	40.56
		711-313-00	VICKSBURG	110086525471 SYCAMORE	562.31
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	9.56
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	17.74
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	21.07
		711-915-00	WESTON ROAD	110087676356 WESTON RD	37.58
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	32.26
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	4,681.59
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	1,841.63
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	15.95
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	6.57
		711-913-00	MADISON STREET	110087327497 RANDOLPH	30.36

11-02-2021 09:57 AM DISBURSEMENT 10-01-21 TO 10-31-21

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		711-513-00	WOOD/RITCHIE STS	110086976856 WOOD	115.35
		711-413-00	EAST MAIN ST	110084766556 E MAIN	283.23
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	42.10
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	286.06
	LYKINS OIL COMPANY	711-920-00	PLANT VEHICLES-2,3,8	SANITARY SEP 2021 FUEL BIL	2,199.94
	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	WESTON RD BILLING SEP 2021	371.28
	GREYLOCK PIPELINE, LLC	711-920-02	NATURAL GAS	SALES FOR SEPTEMBER 2021	8.80
				TOTAL:	10,603.94
UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT SEP 21 UNIFORMS	771.31
				TOTAL:	771.31
LINES	FISHER AUTO PARTS INC	713-443-00	EQUIPMENT & MAINTENA	OIL & OIL FILTER P-15	45.96
		713-443-00	EQUIPMENT & MAINTENA	OIL & OIL FILTER P-15	13.62
		713-443-00	EQUIPMENT & MAINTENA	OIL & OIL FILTER P-15	13.62
		713-443-00	EQUIPMENT & MAINTENA	TRANSMISSION FLUID	18.40
	COLE TRUCK PARTS INC	713-443-00	EQUIPMENT & MAINTENA	CABIN AIR & HYD FILTERP19	71.48
	SOUTHERN STATES COOP INC	713-143-00	FACILITIES MAINTENAN	GARRETT WALTON BOOTS	294.98
		713-143-00	FACILITIES MAINTENAN	10 CASES OF SPRING WATER	37.90
		713-143-00	FACILITIES MAINTENAN	BOOTS ETHAN	239.99
	RITE-WAY HEATING & PLUMBING	713-243-00	SUPPLIES LINES	N KANAWHA HOOKUPS	29.68
	C.I. THORNBURG CO., INC.	713-243-00	SUPPLIES LINES	RESTOCK PIPE	360.00
		713-243-00	SUPPLIES LINES	RESTOCK PIPE	345.00
		713-243-00	SUPPLIES LINES	RESTOCK PIPE	324.00
		713-243-00	SUPPLIES LINES	RESTOCK PIPE	304.00
		713-243-00	SUPPLIES LINES	RESTOCK PIPE	478.00
		713-243-00	SUPPLIES LINES	6" X 8" TEE	248.00
		713-243-00	SUPPLIES LINES	RESTOCK FITTINGS	733.00
		713-243-00	SUPPLIES LINES	SDR 35 FITTINGS	834.00
		713-243-00	SUPPLIES LINES	FAST PLUG	192.00
		713-243-00	SUPPLIES LINES	24" MH FRAME AND GRATE	1,275.00
	NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENA	FILTERS FOR P-13	69.19
		713-443-00	EQUIPMENT & MAINTENA	FUEL FILTERS P15	57.09
	MISS UTILITY OF WEST VIRGINI	713-443-00	EQUIPMENT & MAINTENA	SEP 2021 MESSAGE FEES	42.63
	LOWES BUSINESS ACCOUNTS	713-243-00	SUPPLIES LINES	5/16 X 3" BOLTS	4.20
		713-243-00	SUPPLIES LINES	300' FIBERGLASSTAPE	28.49
		713-243-00	SUPPLIES LINES	MASONRY BRUSH; LUMBER	74.47
		713-243-00	SUPPLIES LINES	PCRD-25FT TAPE MEASURE	12.98
	BRUFFEY TRUCKING INC	713-243-00	SUPPLIES LINES	RESTOCK STONE	486.60
		713-243-00	SUPPLIES LINES	STONE RESTOCK	1,090.04
	STATE EQUIPMENT INC.	713-243-00	SUPPLIES LINES	PARTS FOR SHOP	536.97
	CRISS SALES & SERVICE	713-243-00	SUPPLIES LINES	SCREW AND FLANGE	64.98
		713-243-00	SUPPLIES LINES	14" STEEL BLADES	119.50
	FERGUSON WATERWORKS	713-243-00	SUPPLIES LINES	RESTOCK PIPE	4,604.40
	FAST STOP FOOD MART #2	713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59

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FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
		713-143-00	FACILITIES MAINTENAN	ICE FOR P-9	4.59
	BUCKHANNON DISCOUNT TIRE INC	713-443-00	EQUIPMENT & MAINTENA	STATE INSPECTION P15	14.00
	WALMART STORES INC -BUCKHANN	713-243-00	SUPPLIES LINES	PCRD-USB CHARGER VEHICLE C	7.96
		713-243-00	SUPPLIES LINES	PCRD-FILM DEVELOPING	10.17
	AMAZON.COM	713-443-00	EQUIPMENT & MAINTENA	PCRD-TIRES P13	1,462.48
	EBAY	713-443-00	EQUIPMENT & MAINTENA	PCRD- STARTER P17	103.96
	IWORQ	713-143-00	FACILITIES MAINTENAN	SOFTWARE ADD-ONS	875.00
	LITTLE ROSE ENTERPRISES	713-443-00	EQUIPMENT & MAINTENA	STARTER REPAIR P-20	113.02
	ZEP SALES AND SERVICE	713-243-00	SUPPLIES LINES	CLEANING MATERIALS	428.06
				TOTAL:	16,119.90
PLANT	WV BUREAU FOR PUBLIC HEALTH	714-643-00	OPERATION PLANT EXPE	JASON TENNEY CLASS III REN	175.00
		714-643-00	OPERATION PLANT EXPE	STEVE REED CLASS II RENEWA	150.00
	RITE-WAY HEATING & PLUMBING	714-443-00	PUMP STATION REPAIR	2 PVC CAPS E MAIN PUMPSTA	13.72
	J T MARTIN COMPANY INC	714-143-00	FACILITIES MAINTENAN	FIRE EXTINGUISHER INSP.	93.75
		714-143-00	FACILITIES MAINTENAN	FIRE EXTINGUISHER RECHARG	61.46
	C.I. THORNBURG CO., INC.	714-343-00	EQUIPMENT MAINTENANC	FLOW METER CALIBRATION	810.00
	NAPA-AMTOWER AUTO SUPPLY	714-143-00	FACILITIES MAINTENAN	15-40W OIL FOR SHOP	92.94
		714-143-00	FACILITIES MAINTENAN	OIL - AIRATER GEAR BOXES	258.12
		714-343-00	EQUIPMENT MAINTENANC	OUTER AIR FILTER	24.95
	HART OFFICE SOLUTIONS INC	714-643-00	OPERATION PLANT EXPE	PRINTER RENTAL	50.00
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	MONTHLY TESTS	110.00
	SYLVESTER W. LOWTHER	714-143-00	FACILITIES MAINTENAN	OIL FOR PLANT AIRATORS	31.99
	BUCKHANNON DISCOUNT TIRE INC	714-343-00	EQUIPMENT MAINTENANC	TIRE REPLACEMENT P13	200.00
		714-343-00	EQUIPMENT MAINTENANC	P-22 INSPECTION	14.00
	US CELLULAR	714-543-00	TELEPHONE	ALL DEPT CELL PHONES OCT 2	368.81
	PRECISION PUMP & VALVE SERVI	714-443-00	PUMP STATION REPAIR	40' FLOATS FOR PUMP STA	450.00
	WALMART STORES INC -BUCKHANN	714-143-00	FACILITIES MAINTENAN	PLANT SUPPLIES	154.30
	AMAZON.COM	714-643-00	OPERATION PLANT EXPE	PCRD-VALVE STEMS WHL WEIGH	86.60
	EBAY	714-343-00	EQUIPMENT MAINTENANC	PCRD-120 VOLT COIL MADISON	20.00
	LITTLE ROSE ENTERPRISES	714-343-00	EQUIPMENT MAINTENANC	STARTER REPAIR	110.00
	MELROSE TECHNOLOGIES	714-343-00	EQUIPMENT MAINTENANC	PCRD-4763 AC MOTOR GARAGE	379.33
	WHALEY DISTRIBUTING	714-643-00	OPERATION PLANT EXPE	HAND CLEANER AND CAR WASH	143.32
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	87.00
SALARIES PLANT/LINES	**PAYROLL EXPENSES			10/01/2021 - 10/31/2021	64,316.75
				TOTAL:	68,202.04
SALARIES BOARD/OFFICE	CITY OF BUCKHANNON GENERAL F	716-103-00	OFFICE/CLERK ADM SAL	TO CORRECT POSTING O'NEILL	3,002.78
	**PAYROLL EXPENSES			10/01/2021 - 10/31/2021	17,545.64
				TOTAL:	20,548.42
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN OCT 2021 INSURANCE	8,393.75
		718-105-00	HEALTH INSURANCE	SAN OCT 2021 RETIREE'S INS	2,280.00
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,520.24
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,009.55
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,571.42
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	355.55
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	470.00
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	367.51
	PAYFLEX	718-105-00	HEALTH INSURANCE	SAN SEPT2021 HSA FEES	61.75
		718-105-00	HEALTH INSURANCE	SAN OCT 2021 HSA FEES	61.75
				TOTAL:	17,091.52

11-02-2021 09:57 AM DISBURSEMENT 10-01-21 TO 10-31-21

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,944.87
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,540.84
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,997.29
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	404.79
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	456.65
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	414.89
				TOTAL:	7,759.33
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCB1005474 9-2-21 TO 10-3-	1,127.16
				TOTAL:	1,127.16
BILLING/COMPUTER/DEP I	PITNEY BOWES INC	783-341-00	BILLING & COLLECTING	OCT 21 PERMIT PSTG & OVERG	930.71
	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	OCTOBER 2021 METER READS	300.00
	ELECSYS INTERNATIONAL CORP	783-341-00	BILLING & COLLECTING	MCON MNTHLY MAINT CONTRACT	76.00
	TOSHIBA FINANCIAL SERVICES	783-341-00	BILLING & COLLECTING	CITY HALL COPIER LEASE OCT	144.01
	RAVEN ROCK NETWORKS INC	783-341-00	BILLING & COLLECTING	IT SERVICE CONTRACT OCT 20	212.50
	COMMUNITY BANK	783-342-00	NEW COMPUTER CAPITAL	NOV 2021 COMPUTER SERVER P	385.84
	WALMART STORES INC -BUCKHANN	783-341-00	BILLING & COLLECTING	CLEANING SUPP @ CITY HALL	15.11
		783-341-00	BILLING & COLLECTING	FINANCE CHARGE	0.72
	AMAZON.COM	783-341-00	BILLING & COLLECTING	PCRD-INK POSTAGE MACHINE	46.98
		783-341-00	BILLING & COLLECTING	PCRD-NAME PLATE HOLDER CHE	1.92
		783-341-00	BILLING & COLLECTING	PCRD-NAME PLATE HOLDER CHE	8.93
		783-341-00	BILLING & COLLECTING	PCRD-NAME PLATE HOLDER CHE	5.40
		783-341-00	BILLING & COLLECTING	PCRD-DESK CALENDAR RPL BAT	23.12
	TYLER TECHNOLOGIES INC	783-341-00	BILLING & COLLECTING	AUTOPAY, IVR, BILLING SITE	1,860.31
		783-341-00	BILLING & COLLECTING	UTILITY BILLING NOTIFICATI	63.78
	SUDDENLINK	783-341-00	BILLING & COLLECTING	CITY HALL INTERNET OCT 202	32.11
				TOTAL:	4,107.44
OFFICE EXPENSE	CITY OF BUCKHANNON GENERAL F	793-341-00	OFFICE SUPPLIES & EX	AUG 2021 LETTER OF CREDIT	76.25
		793-341-00	OFFICE SUPPLIES & EX	OCT 2021 LETTER OF CREDIT	76.25
		793-341-00	OFFICE SUPPLIES & EX	SEP 2021 LETTER OF CREDIT	76.25
	PAYROLL ACCOUNT (ALL DEPTS)	793-341-00	OFFICE SUPPLIES & EX	SEPTEMBER 2021 AA FEES	200.78
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	SEP 2021 CREDIT CARD FEES	1,009.93
	US CELLULAR	793-341-00	OFFICE SUPPLIES & EX	ALL DEPT CELL PHONES OCT 2	60.20
	SPRINT	793-341-00	OFFICE SUPPLIES & EX	ALL DEPT OCT 2021 GEOTAB	220.24
	JERRY HEARD ASSC.	793-341-00	OFFICE SUPPLIES & EX	COPY PAPER; PERF PAPER	425.90
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	67.89
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.17
				TOTAL:	2,237.86
PROPERTY INSURANCE	TRAVELERS INSURANCE	798-226-00	PROPERTY INSURANCE	INS PREMIUM AUTO LIAB OCT	2,464.53
				TOTAL:	2,464.53
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SAN BOND A NOV 2021 PYMT	14,144.97
				TOTAL:	14,144.97
BOND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN BOND B NOV 2021 PYMT	2,253.00
				TOTAL:	2,253.00
CAPITAL/PROJECTS	SOUTHERN STATES COOP INC	997-455-00	SEWER UPGRADE-CAPITA	GARDEN SPRAYER N SPRING	14.99
		997-452-00	SEWER EXT. - CAPITAL	STRAW R TRENT PROJ	31.96
	LESLIE EQUIPMENT CO	997-455-00	SEWER UPGRADE-CAPITA	DELIVERY CHARGE	250.00
	UNITED RENTALS	997-455-00	SEWER UPGRADE-CAPITA	RENT MINI EXCAV. N SPRING	2,136.58

11-02-2021 09:57 AM DISBURSEMENT 10-01-21 TO 10-31-21

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	FOSTER SUPPLY INC	997-452-00	SEWER EXT. - CAPITAL	MANHOLE MARK CARROL PROJ	425.00
	BRUFFEY TRUCKING INC	997-452-00	SEWER EXT. - CAPITAL	STONE RICHARD TRENT PROJ	571.44
		997-452-00	SEWER EXT. - CAPITAL	57 STONE R TRENT PROJECT	580.32
		997-452-00	SEWER EXT. - CAPITAL	STONE RICHARD TRENT PROJ	1,161.60
	CENTRAL SUPPLY CO	997-455-00	SEWER UPGRADE-CAPITA	FLOWABLE FILL OLD STRMSEW	3,513.75
		997-455-00	SEWER UPGRADE-CAPITA	N SPRING LINE FILLING	1,244.25
	ZINN'S SEPTIC SERVICE, LLC	997-455-00	SEWER UPGRADE-CAPITA	TOILET RENTEL	108.00
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	427.35
		997-454-00	NEW EQUIPMENT-CAPITA	22GMDW 2017 JEEP GRND CHER	467.06
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D2 2021 NISSAN FRONTIE	322.35
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D9 2021 NISSAN FRONTIE	322.18
	COMMUNITY BANK	997-454-00	NEW EQUIPMENT-CAPITA	SAN NOV 21 CRANE TRK PYMT	1,655.65
		997-454-00	NEW EQUIPMENT-CAPITA	SAN F550 NOV 2021 PAYMENT	1,111.32
	AMAZON.COM	997-451-00	PLANT - CAPITAL	PCRD-TIRE CHANGER AND BALA	2,300.00
				TOTAL:	16,643.80

11-02-2021 09:57 AM DISBURSEMENT 10-01-21 TO 10-31-21

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	UNITED RENTALS	805-458-00	STORMWATER CAPITAL	MINI EXC N SPRING STORM	2,136.58
	LOWES BUSINESS ACCOUNTS	805-458-00	STORMWATER CAPITAL	PCRD-ANCHORS TIES MRKRS SA	502.69
	CENTRAL SUPPLY CO	805-458-00	STORMWATER CAPITAL	REBAR N SPRING STORM	316.00
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	458.40
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	121.36
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	627.69
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	18.45
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	36.90
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	40.59
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	303.79
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	113.13
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	438.10
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	71.08
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	26.44
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	102.47
	IWORQ	805-341-00	STORMWATER MATERIALS	SOFTWARE ADD-ONS	750.00

11-02-2021 09:57 AM DISBURSEMENT 10-01-21 TO 10-31-21

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2021 - 10/31/2021	13,769.09
				TOTAL:	19,832.76

Mr. Frye asked if all the expenses for the North Spring Street project were in. Amby and Ethan felt that the bulk of the Sanitary Department costs have been expensed.

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

E. Department Report – Sanitary Superintendent Ethan Crosten provided the following reports on department activities:

E.1 33 West Extension North – JF Allen Co - The Sanitary Department has made the taps to H2 Group and Smitty's Suzuki. Ethan attached letters to send to the customers notifying them.

Dear Customer,

During the past 2 years the City of Buckhannon had the opportunity to extend its sewage collection system to your area. This provides a great resource for your business and property. Having sewage treated at a plant has several benefits over a private septic system, a few include:

- The city is responsible for maintenance of their lines. We have experienced and knowledgeable employees to keep the system functioning properly.
- When a septic system fails, it is costly, having city sewer will save money in the long run.
- No pumping or maintenance of septic tanks.

Unfortunately extending the sewer system is costly. The City of Buckhannon Sanitary Board was able to give $100,000.00 towards the construction of this project, which is about 1/3 the project cost. Since the sewer is now available, the City of Buckhannon is charging the fees adopted in City Ordinance 449, (attached) in order to recover the money invested into this extension. These fees are covered in one of two options:

- A one-time payment of $16,222.00.
- A monthly payment of $50.00 per month for approximately 324 months.

If you have any questions, comments, or concerns feel free for contact Ethan Crosten, Sanitary Department Superintendent, at 304-472-5459 or attend our next Sanitary Board Meeting, December 16, 2021 at 7:30am in the City Council Chambers located in City Hall.

Sincerely,

Ethan Crosten

Sanitary Department Superintendent

E.2 33 West Extension South – Jay Hollen and Ethan walked the project again after a couple days of rain. They did not see any noticeable difference in the wet weather and dry weather conditions in the manholes. There was a petroleum looking film they are keeping an eye on.

E.3 Plant Operations - The tests have all been within limits. The crews have cleaned out the sludge storage/drying beds so they can accurately monitor the amount of sludge being produced and disposed of each month. The NPDES Permit is just about finished.

ES-59
Revised 1975

STATE OF WEST VIRGINIA
SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS

Month: Oct-21
City: Buckhannon, WV.
Operator: Jason M Tenney

	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 solids Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./ 100 ml	D.O. mg/l	PH	Amm. Nit. mg/l
10/1/21			0.471	21.0	6.89	2.0						8.8	7.28	
10/2/21			0.611			2.0								
10/3/21			0.874			2.0								
10/4/21			0.831	21.0	6.85	2.0					9	8.7	7.30	
10/5/21			0.656	21.0	6.84	2.0						8.9	7.29	
10/6/21	104	178	0.573	22.0	6.86	2.0			1.0	2.4		8.7	7.31	0.616
10/7/21			0.558	21.0	6.87	2.0						8.6	7.32	
10/8/21			0.710	21.0	6.97	2.0						8.3	7.28	
10/9/21			0.663			2.0								
10/10/21			0.587			2.0								
10/11/21			0.651	21.0	6.92	2.0						8.2	7.25	
10/12/21			0.579	21.0	6.94	2.0					12	8.1	7.23	
10/13/21	160	199	0.619	21.0	6.98	2.0			1.5	2.6		8.3	7.21	0.170
10/14/21			0.619	21.0	7.00	2.0						8.0	7.18	
10/15/21			0.424	21.0	7.01	2.0						8.1	7.19	
10/16/21			0.671			2.0								
10/17/21			0.297			2.0								
10/18/21			0.679	20.0	7.08	2.0						8.9	7.20	
10/19/21			0.661	20.0	7.04	2.0					2	8.7	7.21	
10/20/21	348	182	0.657	20.0	7.02	2.0			0.5	2.3		8.7	7.22	1.540
10/21/21			0.842	20.0	7.01	2.0						8.8	7.24	
10/22/21			0.597	20.0	7.09	2.0						9.0	7.21	
10/23/21			0.931			2.0								
10/24/21			0.678			2.0								
10/25/21			0.923	20.0	7.13	2.0	22,971	3,123			4	8.7	7.25	
10/26/21			1.117	20.0	7.21	2.0						8.9	7.31	
10/27/21	140	174	0.820	20.0	7.19	2.0			1.0	2.8		9.1	7.27	3.696
10/28/21			0.860	20.0	7.23	2.0						9.1	7.37	
10/29/21			1.260	20.0	7.18	2.0						8.8	7.30	
10/30/21			1.101			2.0								
10/31/21			1.090			2.0								
TOTAL			22.610				22,971	3,123						
AVERAGE	188	183	0.729	20.6	7.01	2.0			1.0	2.5	5	8.6	7.26	1.51
MAXIMUM	348	199	1.260	22.0	7.23	2.0			1.5	2.8	12	9.1	7.37	3.70
MINIMUM	104	174	0.297	20.0	6.84	2.0			0.5	2.3	2	8.0	7.18	0.17
LIMITS														
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA

Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR
Reference ID:	wv0032336Oct2021 (11/16/2021)	Permit ID:	New/Pending
eDMR Worksheet -- WV0032336 - 001			
Status	New	Printed:	Nov. 16, 2021 9:51 AM

Permit: WV0032336 Outlet No: 001 Type: NORMAL

Report for the Month of: October Year: 2021

Lab Performing Analysis: 153 - BUCKHANNON WASTEWATER TREATM

Retrieve Parameters | eDMR Schedule

Parameter	Permit Limits	Quantity Avg	Quantity Max	Quantity Units	Quantity Number Exceed.	Other Units Min	Other Units Avg	Other Units Max	Other Units CEL*	Other Units Units	Other Units Number Exceed.	Measurement Frequency	Sample Type	Lab Test Flag
50050 (ML-1) RF-A Flow,In Conduit Or Treatment Plant Year Round	Reported						0.729	1.260		mgd	0	Continuous	measured	153
	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily				Continuous		
00310 (ML-B) RF-A Bod Summer July 1-Oct 31	Reported	14.2	19.1	Lbs/Day	0		2.5	2.8		mg/l	0	1/week	8 hr comp	153
	Permit Limits	208.5 Avg. Monthl	417 Max. Daily			N/A	10 Avg. Monthl	20 Max. Daily				1/week		
00530 (ML-A) RF-A Suspended Solids, Total Year Round	Reported	5.5	7.7	Lbs/Day	0		1.0	1.5		mg/l	0	1/week	8 hr comp	153
	Permit Limits	625.8 Avg. Monthl	1251.8 Max. Daily			N/A	30 Avg. Monthl	60 Max. Daily				1/week		
51012 (ML-K) RF-A Bod,5day Percent Removal, Dry Year Round	Reported					98.6				Percent	0	4/month	Calculated	153
	Permit Limits	N/A	N/A			85 Month. Avg.	N/A	N/A				2/month		
51013 (ML-K) RF-A Bod,5day Percent Removal, Wet Year Round	Reported									Percent		2/month	Calculated	153
	Permit Limits	N/A	N/A			Rpt Only Month. Avg.	N/A	N/A				2/month		CONDITIONAL
51014 (ML-K) RF-A Solids, Suspended Percent Removal, Dry Year Round	Reported					99.5				Percent	0	4/month	Calculated	153
	Permit Limits	N/A	N/A			85 Month. Avg.	N/A	N/A				2/month		
51015 (ML-K) RF-A Solids, Suspended Percent Removal, Wet Year Round	Reported									Percent		2/month	Calculated	153
	Permit Limits	N/A	N/A			Rpt Only Month. Avg.	N/A	N/A				2/month		CONDITIONAL
74055 (ML-A) RF-A Coliform, Fecal Year Round	Reported						5	12		Cnts/100ml	0	1/week	Grab	153
	Permit Limits	N/A	N/A			N/A	200 Mon. Geo. M	400 Max. Daily				1/week		
00400 (ML-A) RF-A Ph Year Round	Reported					7.18		7.37		S.U.	0	1/week	Grab	153
	Permit Limits	N/A	N/A			6 Inst. Min.	N/A	9 Inst. Max.				1/week		
00300 (ML-A) RF-A Dissolved Oxygen Year Round	Reported					8.0				mg/l	0	1/week	Grab	153
	Permit Limits	N/A	N/A			7.25 Inst. Min.	N/A	N/A				1/week		
00610 (ML-A) RF-A Nitrogen, Ammonia Total Summer July 1-Oct 31	Reported	9.16	25.3	Lbs/Day	0		1.506	3.696		mg/l	0	1/week	8 hr comp	153
	Permit Limits	41.7 Avg. Monthl	83.4 Max. Daily			N/A	2 Avg. Monthl	4 Max. Daily				1/week		
00665 (ML-A) RF-A Phosphorus, Total (As P) Summer May 1-Oct 31	Reported						1.16	1.27		mg/l	0	2/month	8 hr comp	157
	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily				2/month		
01119 (ML-A) RF-A Copper Total Recoverable Year Round	Reported						<0.005	<0.005		mg/l	0	1/month	8 hr comp	157
	Permit Limits	N/A	N/A			N/A	0.008 Avg. Monthl	0.015 Max. Daily				1/month		
01094 (ML-A) RF-A Zinc Total Recoverable Year Round	Reported						0.045	0.045		mg/l	0	1/month	8 hr comp	157
	Permit Limits	N/A	N/A			N/A	0.075 Avg. Monthl	0.13 Max. Daily				1/month		
74069 (ML-6) RF-A Stream Flow, Estimated Summer July 1-Oct 31	Reported					15.3	39.0	142.8		cfs	0	1/daily	Calculated	153
	Permit Limits	N/A	N/A			Rpt Only Inst. Min.	Rpt Only Avg. Monthl	Rpt Only Inst. Max.				1/daily		

E.4 Maintenance Crew – The maintenance crew has been fixing up some of the pump station access roads with the stone being removed from Spring Street. They installed the tire machine and balancer. They assisted in repairing a leaking service line. Other than that, they have been performing routine maintenance.

E.5 Line Crew #1 – Brian's crew has been finishing up some small jobs that were pushed back due to the Spring Street project. They have been plugging lines, making taps, moving equipment and performing line maintenance while we are in between projects. They replaced a service line on South Florida Street.

E.6 Line Crew # 2 – Kevin's crew has been assisting the street department in removing sidewalks and prepping the road for paving on North Spring Street. The finished this up this past Monday. They also have been responding to sewer calls and replaced a leaking service line at the plant. Investigation work on 3 Kent Street is ongoing. Scott has been acting as crew chief in Kevin's time off and has done well.

E.7 Richard Trent Project – Nelson Johns has finished this project as of November 8, 2021. Ethan has checked the grades and they are all acceptable. We will begin the one-year monitoring period specified in the contract to see if there is any infiltration.

E.8 Mark Carroll Project – The trees and cut in the bank have been made. Tim Bragg and crew have begun laying sewer line this week. They have made it to the ditch crossing and all inspections have been going well.

F. Stormwater

F.1 Nothing new to report

G. Correspondence and Information – Mayor Skinner reviewed the following with the Board.

G.1 Letters from Cummins Sales & Service- Updated Shipment Delay Dates & Reasons for the Delays RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators – Jay Hollen reported on his correspondence with FEMA reporting that they have given us two years for the project finish date.

Distribution

RECEIVED NOV 0 9 2021

City of Buckhannon

November 9, 2021

Dear Mr. Hollen,

Please find updated ship dates below for each site:

- **Brook Street** - Generator to Ship February 15, 2022 and Automatic Transfer Switch to Ship August 23 2021.
- **WTP** – 450kw to Ship December 20, 2021
- **East Main Street** – Generator to Ship February 15, 2022and Automatic Transfer Switch to ship August 21, 2021
- **Elias Lift Station** – Generator to Ship February 15, 2022 and Automatic Transfer Switch to ship August 21, 2021
- **Vicksburg Lift Station** – Generator to Ship February 15, 2022 and Automatic Transfer Switch to ship August 23, 2021
- **Wood Ritchie Street Lift Station** - Generator to Ship February 15, 2022 and Automatic Transfer Switch to ship August 23, 2021

I apologize for these delays and will keep you informed as we near the dates. Please let me know if you have any questions.

Sincerely,

Alan Beasley
Senior Sales Executive, Power Generation

Cummins Sales and Service
602 New Goff Mountain Road
Cross Lanes, WV 25313

Phone 304.769.1012 ext 58321
Mobile 304.964.3007
alan.beasley@cummins.com

Sales and Service

City of Buckhannon-Elias Street Lift Station P#231317
City of Buckhannon-East Main Street Lift Station P#231316
City of Buckhannon-Vicksburg Lift Station P#231576
City of Buckhannon-Wood Ritchie Street Lift Station P#231577
City of Buckhannon-Brooke Street Lift Station P#231736
City of Buckhannon-DHS/FEMA Project-WTP P#231757

11-09-2021

Dear Customer,

Cummins, along with many industries and markets, is currently experiencing supply disruptions impacting many areas of our business. These disruptions are driven primarily by one of the largest and most rapid increases of demand in Cummins history. The continuing effects of the ongoing COVID-19 pandemic continue to drive disruptions at our distribution facilities and the facilities of our key suppliers.

We have been working diligently with our supplier networks to bring our manufacturing facilities to pre-Covid-19 production levels. With all proactive efforts we are still experiencing supply chain issues and logistics constraints of our Power Generation products, including:

- Extensive material shortages and production capacity delays from our enclosure manufacturers and steel suppliers
- Component and raw material shortages needed to complete wiring harnesses, busbar, and radiator cores have heavily impacted Cummins ability to manufacture complete bill of materials
- Container shortages and freight carrier capacity have led to major global logistics constraint
- Absenteeism of global manufacturing facilities due to increased COVID delta variant cases.

Current corrective actions are being taken to resolve these challenges, including:

- Increasing workforce capacity and accelerating flow at our manufacturing facilities and distribution centers to address current and future COVID absenteeism.
- Adding additional supply base for critical shortages by utilizing dual sourcing of materials or product/engineering alternatives

We understand the impact that this has on your business and we greatly appreciate your patience as we work to address these issues in a priority sequence.

Sincerely,

Mallory Hudgins
Project Manager, Power Generation

Cummins Sales and Service
5400 Rialto Rd.
Cincinnati, OH 45069

Office: 513-956-3069
Cell: 513-659-9252
Fax: 513-956-3067
Email: mallory.hudgins@cummins.com

G.2 Tennerton P.S.D. Meeting Minutes –September 2021

Tennerton Public Service District
Monthly Meeting
September 9, 2021

The regular monthly meeting of the Tennerton Public Service District was held at the district office at 188 Fayette Street, Buckhannon West Virginia on Wednesday September 9, 2021

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

Mike Hyre has been approved by the TPSD and the Upshur County Commission to fill the vacancy of Elmer Tenney.

The meeting was called to order promptly at 2:00 pm by Joe Tenney chairman. The minutes of the previous meeting held on August 11,2021 were read, there being no corrections or additions, motion to approve was made by Joe Tenney, seconded by Mike Hyre.

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

The board reviewed and approved the previous month's credit memos. No shutoffs this month.

Terry Gould requested a 12% fee increase for UBS Inc. to manage TPSD. Joe Tenney made a motion to approve the request, Mike Hyre seconded the motion.

Terry Gould reported on the following:
*He has been contacted by an engineering firm from Charleston about the new high school. The pump station is owned by the Board of Education. Terry recommended that they figure in a new pump station.
*Thrasher Eng. has given an estimate of $3800.00 to do the smoke test in Country Club Estates.
*New rate increase has been approved. $11.88 per thousand. We will have to set up an account for reserve. 8.42% has to be put into a reserve account. This account will be set up at First Community.
*We will be changing banks next month to First Community Bank.
*The old Long John Silvers building has now been taken down. Someone wants to put a carwash in. The sewer tap is in the back of the property.

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

Approved

Joseph D. Tenney

Tennerton Public Service District
188 Fayette Street
Buckhannon, WV 26201
304-472-7685

9/2/2021

Upshur County Commission

Due to failing health, Tennerton Public Service District Board Member Elmer Tenney has resigned at the end of his term effective July 31, 2021. Mr. Tenney has been a very effective member of the board and will be missed at future meetings.

The existing board members have chosen Michael Hyre to fill the vacancy of Elmer Tenney. Mr. Hyre is a customer of the Tennerton Sewer District and an upstanding business operator in the community. His experience will be an asset to the Tennerton Public Service District.

Would the Upshur County Commission please concur with the district and appoint Michael Hyre to the Tennerton Public Service District for the term of 7/31/21 to 7/31/27?

Joseph Tenney
Chairman TPSD

Joseph D. Tenney

RE: Board Member Change Request - <hodgesvillepsd@frontier.com, 9/20/21 10 M>

Tincher, Nancy <ntincher@psc.state.wv.us>
To: hodgesvillepsd@frontier.com <hodgesvillepsd@frontier.com>, Coleman, Lisa <lcoleman@psc.state.wv.us>
Cc: Nelson, Bill <bnelson@psc.state.wv.us>

Updated our records. Thank you.

From: hodgesvillepsd@frontier.com [mailto:hodgesvillepsd@frontier.com]
Sent: Monday, September 20, 2021 10:16 AM
To: Coleman, Lisa <LColeman@psc.state.wv.us>
Cc: Tincher, Nancy <NTincher@psc.state.wv.us>; Nelson, Bill <BNelson@psc.state.wv.us>
Subject: Board Member Change Request - <hodgesvillepsd@frontier.com, 9/20/21 10:15 AM>

Utility Name: Tennerton Public Service District (Sewer)
Provider Name: Terry Gould
Provider Title: Manager
Provider Phone: 304-472-7099
Provider Email: hodgesvillepsd@frontier.com
New Board Member Name: Michael Hyre
Chairperson: No
Address: 81 Stoney Run Rd
City: Buckhannon
State: WV
Zip: 26201
Home Phone: 304-472-8295
Office Phone: 304-472-7685
Fax: 304-472-7685
Member Email: MichaelHyre@yahoo.com
Term Begin Date: 09/17/2021
Term End Date: 07/31/2027
Previous Member: No
Outgoing Member: Elmer Tenney

H. Consent Agenda

H.1 Approval of Minutes 10/21/21

Motion to approve the Minutes from 10/21/21 was made by Frye/Loftis. Motion carried.

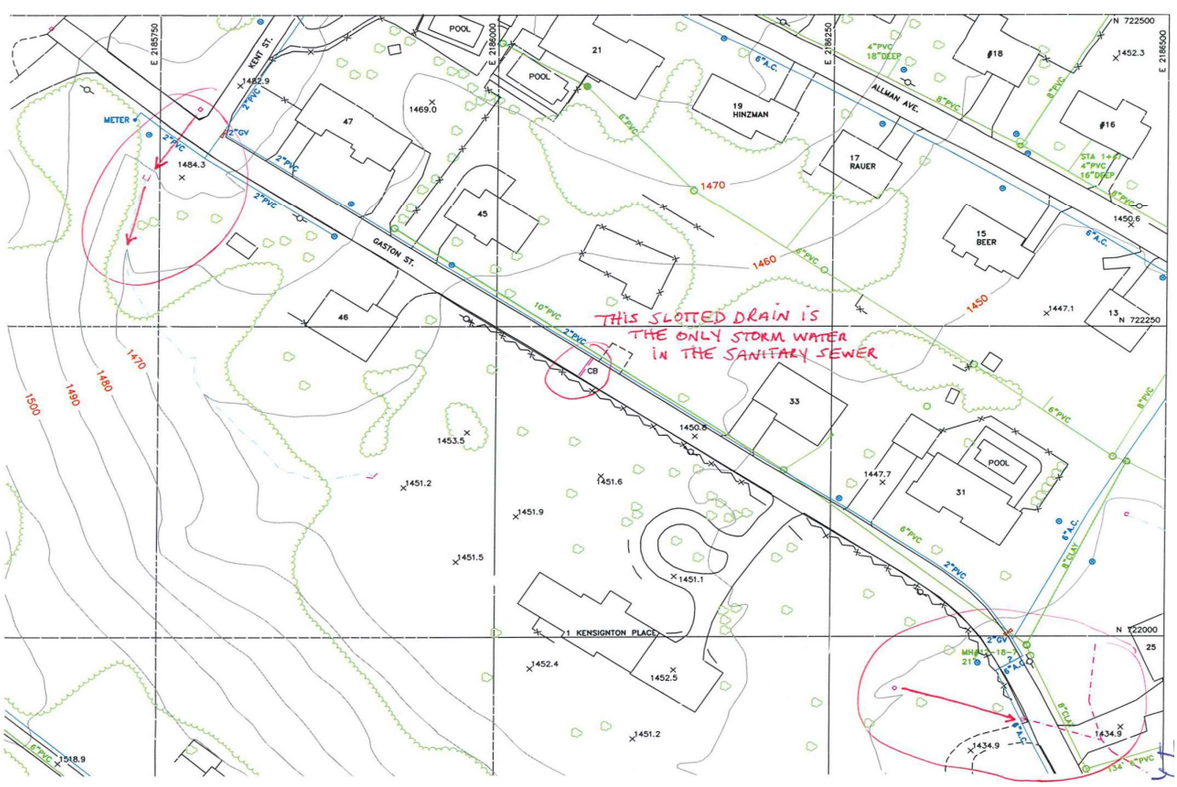
I. Strategic Issues for Discussion and/or Vote

I.1 Skid Steer Bid Opening/Request to change – Mayor Skinner recognized Ethan Crosten who noted that last month the department requested to buy a skid steer. The lines crews came to him and suggested that a mini track hoe would be more beneficial to the department. Looking at the long-term goals of the department Ethan has begun to agree with this recommendation. As the on-call engineering services begin to handle the larger projects, with less earth needing moved, a skid steer would not be as beneficial. With the bigger jobs handled, we would be doing more taps and smaller jobs, something a mini track hoe would be a huge help with. We have rented one several times in the recent past and the need for it will continue to grow. It is approximately the same price as a new skid steer. Gene Frye and Jerry Arnold both agreed that a mini track hoe would be more useful for the department.

Motion to rescind the earlier motion made under line item C that stated *"Motion to accept the bid from Leslie Equipment Company for a John Deere Skid Steer Track Loader & Bucket, provided all bid specifications were met, at a bid price of $61,750 was made by Frye/Loftis. Motion carried."* was made by Frye/Loftis. Motion carried.

Motion to advertise for bids on a Mini Track Hoe was made by Frye/Loftis. Discussion: Mr. Loftis recommended that we reject all bids under line item C, which was agreed to by the Board. Motion carried.

I.2 Gaston Street Storm Update - As requested at the last meeting, more investigation work has been done on the Gaston Street area. It appears that the slotted drain is the only source of inflow. A discussion with the Board took place regarding the results of the investigation. Ethan stated that we could look further into tying the slotted drain into the existing storm water drainage system. Jerry Arnold asked that he look into that solution, including whether or not that existing storm water drainage system would need to be upgraded, and report back at a future meeting.



I.3 Maple Street Headwall - This is something that Jay, Jerry, and Ethan has identified as a problem when they walked upper Jawbone Run. The ground is eroding around the culvert inlet that crosses Maple Street. The property owner wants the pipe put back in and the ground street enclosed again, but we do not see that as an option. There are four different estimates for erosion control/headwalls in the packet, as well as two hydraulic profiles showing how a headwall can help move water quicker. Mayor Skinner asked if the Board wanted to take action on this now. Mr. Loftis asked if this would be under Storm Water and the answer was yes.

Motion for the Sanitary Department to move forward with the most appropriate project solution for the ground erosion around the culvert inlet that crosses Maple Street was made by Loftis/Frye. Motion carried.

RIP RAP				
MATERIALS				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
RIP RAP	6	TON	125	750
			TOTAL:	750
LABOR AND EQUIPMENT				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
4 MAN CREW	40	HRS	100	4000
EXCAVATOR	40	HRS	15	600
DUMP TRUCK	40	HRS	4	160
SERVICE TRUCK	40	HRS	8	320
			TOTAL:	5080

70 East Main Street	5830
10% SUPPORT SERVICES:	583
PROJECT TOTAL:	6413

PLASTIC HEAD WALL				
MATERIALS				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
PLASTIC HEAD WALL	1	EA	600	600
			TOTAL:	600
LABOR AND EQUIPMENT				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
4 MAN CREW	40	HRS	100	4000
EXCAVATOR	40	HRS	15	600
DUMP TRUCK	40	HRS	4	160
SERVICE TRUCK	40	HRS	8	320
			TOTAL:	5080

70 East Main Street	5680
10% SUPPORT SERVICES:	568
PROJECT TOTAL:	6248

HEAD WALL WITH RIPRAP WING WALLS				
MATERIALS				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
CONCRETE	1.5	CY	200	300
PLYWOOD	4	EA	60	240
4X2'S	200	LF	1.2	240
RIP RAP	4	TON	125	500
#4 rebar with semi rectangle open cente	45	LF	0.4	18
			TOTAL:	1298
LABOR AND EQUIPMENT				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
4 MAN CREW	60	HRS	100	6000
EXCAVATOR	60	HRS	15	900
DUMP TRUCK	60	HRS	4	240
SERVICE TRUCK	60	HRS	8	480
			TOTAL:	7620

70 East Main Street	8918
10% SUPPORT SERVICES:	891.8
PROJECT TOTAL:	9809.8

HEAD WALL WITH WING WALLS				
MATERIALS				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
CONCRETE	2.59	CY	200	518
PLYWOOD	8	EA	60	480
4X2'S	400	LF	1.2	480
#4 rebar with semi rectangle open center	136	LF	0.4	54.4
			TOTAL:	1532.4
LABOR AND EQUIPMENT				
ITEM	QUANTITY	UNIT	PRICE/ UNIT	TOTAL
4 MAN CREW	100	HRS	100	10000
EXCAVATOR	100	HRS	15	1500
DUMP TRUCK	100	HRS	4	400
SERVICE TRUCK	100	HRS	8	800
			TOTAL:	12700

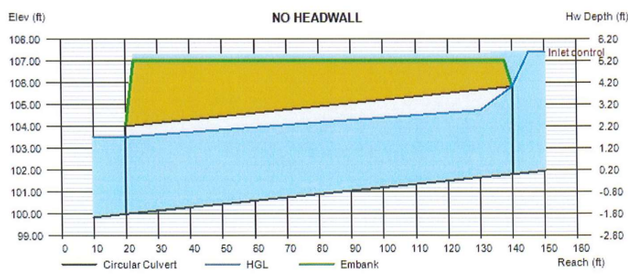
70 East Main Street	14232.4
10% SUPPORT SERVICES:	1423.24
PROJECT TOTAL:	15655.64

Culvert Report

Hydraflow Express Extension for Autodesk® Civil 3D® by Autodesk, Inc. Friday, Oct 8 2021

NO HEADWALL

Invert Elev Dn (ft)	= 100.00	**Calculations**	
Pipe Length (ft)	= 120.00	Qmin (cfs)	= 20.00
Slope (%)	= 1.50	Qmax (cfs)	= 100.00
Invert Elev Up (ft)	= 101.80	Tailwater Elev (ft)	= (dc+D)/2
Rise (in)	= 48.0		
Shape	= Circular	**Highlighted**	
Span (in)	= 48.0	Qtotal (cfs)	= 100.00
No. Barrels	= 1	Qpipe (cfs)	= 99.30
n-Value	= 0.012	Qovertop (cfs)	= 0.70
Culvert Type	= Circular Corrugate Metal Pipe	Veloc Dn (ft/s)	= 8.50
Culvert Entrance	= Projecting	Veloc Up (ft/s)	= 9.76
Coeff. K,M,c,Y,k	= 0.034, 1.5, 0.0553, 0.54, 0.9	HGL Dn (ft)	= 103.51
		HGL Up (ft)	= 104.82
Embankment		Hw Elev (ft)	= 107.38
Top Elevation (ft)	= 107.00	Hw/D (ft)	= 1.40
Top Width (ft)	= 115.00	Flow Regime	= Inlet Control
Crest Width (ft)	= 1.00		

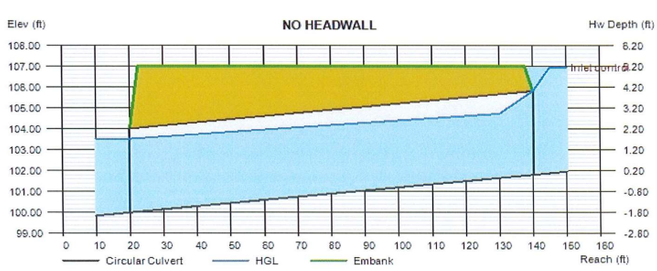


Culvert Report

Hydraflow Express Extension for Autodesk® Civil 3D® by Autodesk, Inc. Friday, Oct 8 2021

NO HEADWALL

Invert Elev Dn (ft)	= 100.00	**Calculations**	
Pipe Length (ft)	= 120.00	Qmin (cfs)	= 20.00
Slope (%)	= 1.50	Qmax (cfs)	= 100.00
Invert Elev Up (ft)	= 101.80	Tailwater Elev (ft)	= (dc+D)/2
Rise (in)	= 48.0		
Shape	= Circular	**Highlighted**	
Span (in)	= 48.0	Qtotal (cfs)	= 100.00
No. Barrels	= 1	Qpipe (cfs)	= 100.00
n-Value	= 0.012	Qovertop (cfs)	= 0.00
Culvert Type	= Circular Corrugate Metal Pipe	Veloc Dn (ft/s)	= 8.55
Culvert Entrance	= Headwall	Veloc Up (ft/s)	= 9.80
Coeff. K,M,c,Y,k	= 0.0078, 2, 0.0379, 0.69, 0.5	HGL Dn (ft)	= 103.51
		HGL Up (ft)	= 104.83
Embankment		Hw Elev (ft)	= 106.93
Top Elevation (ft)	= 107.00	Hw/D (ft)	= 1.28
Top Width (ft)	= 115.00	Flow Regime	= Inlet Control
Crest Width (ft)	= 1.00		



I.4 Whistle Stop Grease Issues – Discussion on this issue took place and it was explained that employees were dumping cooking grease into drop inlet near their building. Jerry has informed Ethan that he has cited the Whistle Stop for this already and is watching them closely. The Mayor asked that we get a copy of the recent citation.

I.5 Plant Phone System Update – Mr. Crosten reported that Sunday, November 8 all of the department phones quit working but one at the plant. From talking to employees, the current phone system is at least 12 years old and they have been having trouble with them for some time. Tate Communications gave an estimate of $5,314.42 for a new complete system, installed. This system would also allow the department to be connected to City Hall.

Motion to approve the purchase of the Univerge SV9100 Communication Server System, as described in the estimate of November 16, 2021, from Tate Communications for a total of $5,314.42 was made by Frye/Loftis. Motion carried.

I.6 Plan of Action Comments – Mayor Skinner asked the Board if they have reviewed the Plan of Action submitted by Superintendent Crosten and if they have any comments. Mr. Frye noted that he was comfortable with the Plan as presented. Mr. Loftis was concerned about a section in the plan that would eliminate one crew in the future. It was determined that we table the discussion until the next meeting. All agreed.

I.7 Discussion/Vote Compensation for Sanitary Supervisor – Mayor Skinner recommended that we increase Superintendent Ethan Crosten's salary to $55,000 per year.

Motion to increase Ethan Crosten's salary to $55,000 per year was made by Frye/Loftis. Motion carried.

J. Board Members Comments and Announcements:

- **Board Member Frye** – Nothing further.
- **Board Member Loftis** – Mr. Loftis asked about a $14,000 Storm Water expense and what is was for. Mr. Crosten and Amby noted is was for the Spring Street project.
- **Jerry Arnold** – Jerry Arnold is okay with the $55,000 salary for now but he felt that we should provide the following incentives: Ethan should work to obtain his Fundamentals of Engineering (EI classification – Engineering Intern) and we then provide him an increase in pay, amount to be determined at that time; then within a 5 to 6 year period expect Ethan to obtain his PE (Professional Engineering) degree, which will change his classification to an Engineer and then we provide an additional increase, amount to be determined at that time. All Board members agreed to this incentive program.
- **Jay Hollen** – Nothing further.
- **Amby Jenkins** - Nothing further.
- **City Recorder Sanders** – Nothing further.
- **Mayor Skinner –** Nothing further.

J. Adjournment

Without objection, the Chair adjoined the meeting at 8:28 AM.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____