

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, April 21, 2022, at 7:30 a.m., in Council Chambers, by phone and GoToMeeting (GTM). The following were in attendance:

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

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  
Meeting Agenda for Thursday, April 21, 2022***

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- A. Call to Order**
  - A.1 Moment of Silence
  - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests**
  - B.1
- C. Finance Report-Amby**
  - C.1 March 2022
- D. Department Report**
  - D.1 33 West Extension North
  - D.2 33 West Extension South-JF Allen Co
  - D.3 Plant Operations-Testing
  - D.4 Maintenance Crew
  - D.5 Line Crew #1
  - D.6 Line Crew #2
  - D.7 Pump Station Generator Update
  - D.8 Richard Trent Extension #2 Phillips Dairy Road Project Update
  - D.9 ARPA Projects Update
- E. Stormwater Issues for Discussion and/or Vote**
  - E.1 Obligation of Stream Channels
- F. Correspondence and Information**
  - F.1 Letter from Cummins Sales & Service-Updated Shipment Delay Dates RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators
  - F.2 PR: Traffic Advisory Alert-Scott Street Closed Beginning March 21st for Sanitary Dept. Line Upgrade
  - F.3 Letter of Invitation from West Virginia American Water
  - F.4 Task Orders for City Projects Engineering and Design to be conducted by Potesta
    - Taylor Street Sanitary Sewer Design to be paid from ARPA Funds
    - Taylor Street Storm Sewer Design to be paid from ARPA Funds
    - N. Locust Street Sanitary Sewer Design to be paid from ARPA
    - Miscellaneous Tasks as Directed by the City of Buckhannon to be paid by fund in charge of the project
    - Jawbone Hydrology Study to be paid by General Fund
- G. Consent Agenda**
  - G.1 Approval of Minutes 3/17/2022
- H. Strategic Issues for Discussion and/or Vote**
  - H.1 Approval Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road-Waive Labor & Equipment Costs
  - H.2 Approval Sanitary Board Budget Revision
  - H.3 2023 Sanitary Board Draft Budget
  - H.4 Solar Power Investigation
  - H.5 WVWC Sink Hole Project

**I. Board Members Comments and Announcements**

**J. Adjournment**

**Posted 04/14/2022**

**A. Call to Order** - The meeting was called to order at 7:31 am by Mayor Robbie Skinner who asked all to join him in a Moment of Silence followed by the Pledge to the Flag of the United States of America.



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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2022

401-SANITARY

% OF YEAR COMPLETED: 75.00

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	62,000	6,257.32	45,893.78	0.00	16,106.22	74.02
TOTAL SALARIES & BENEFITS	62,000	6,257.32	45,893.78	0.00	16,106.22	74.02
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	24,000	2,172.69	16,825.59	0.00	7,174.41	70.11
TOTAL CONTRACTUAL SERVICES	24,000	2,172.69	16,825.59	0.00	7,174.41	70.11
COMMODITIES						
401-711-313-00 VICKSBURG	14,000	802.96	7,712.79	0.00	6,287.21	55.09
TOTAL COMMODITIES	14,000	802.96	7,712.79	0.00	6,287.21	55.09
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	7,000	676.47	4,705.02	0.00	2,294.98	67.21
TOTAL CAPITAL OUTLAY	7,000	676.47	4,705.02	0.00	2,294.98	67.21
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	185.19	1,345.41	0.00	1,654.59	44.85
TOTAL CONTRIBUTIONS	3,000	185.19	1,345.41	0.00	1,654.59	44.85
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	137.07	977.97	0.00	622.03	61.12
401-711-713-00 DEANVILLE	1,000	60.18	482.21	0.00	517.79	48.22
401-711-813-00 ISLAND AVENUE	500	37.27	233.49	0.00	266.51	46.70
401-711-913-00 MADISON STREET	450	31.77	343.98	0.00	106.02	76.44
401-711-914-00 TJM SEWAGE STATION	500	60.60	343.98	0.00	156.02	68.80
401-711-915-00 WESTON ROAD	600	47.63	371.88	0.00	228.12	61.98
401-711-916-00 HAMPTON INN PS	350	59.77	144.17	0.00	205.83	41.19
401-711-917-00 BRUSHY FORK PS	570	55.64	349.75	0.00	220.25	61.36
401-711-918-00 RT 20 SEWER PUMP STATION	200	9.16	86.34	0.00	113.66	43.17
401-711-919-00 1 BUCKHANNON RD	200	16.16	105.67	0.00	94.33	52.84
401-711-920-00 PLANT VEHICLES-2,3,8	22,000	1,906.82	19,024.59	0.00	2,975.41	86.48
401-711-920-01 TENNERTON INTERCEPTOR	5,300	0.00	2,637.67	0.00	2,662.33	49.77
401-711-920-02 NATURAL GAS	3,000	635.35	2,157.35	0.00	842.65	71.91
401-711-921-00 BROOKE ST PUMP STA	3,200	300.30	2,267.29	0.00	932.71	70.85
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	11.98	114.98	0.00	385.02	23.00
TOTAL NON-OPERATING EXPENSES	39,970	3,369.70	29,641.32	0.00	10,328.68	74.16
TOTAL POWER/FUEL/UTILITY	149,970	13,464.33	106,123.91	0.00	43,846.09	70.76

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,600	1,597.52	7,890.65	0.00	709.35	91.75
TOTAL COMMODITIES	8,600	1,597.52	7,890.65	0.00	709.35	91.75
TOTAL UNIFORMS	8,600	1,597.52	7,890.65	0.00	709.35	91.75
LINES =====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	5,000	190.06	4,997.01	0.00	2.99	99.94
TOTAL SALARIES & BENEFITS	5,000	190.06	4,997.01	0.00	2.99	99.94
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	35,000	3,091.20	44,996.82	607.25	( 10,604.07)	130.30
TOTAL CONTRACTUAL SERVICES	35,000	3,091.20	44,996.82	607.25	( 10,604.07)	130.30
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	4,531.59	25,019.93	1,322.66	3,657.41	87.81
TOTAL CAPITAL OUTLAY	30,000	4,531.59	25,019.93	1,322.66	3,657.41	87.81
TOTAL LINES	72,000	7,812.85	75,013.76	1,929.91	( 4,943.67)	106.87
PLANT =====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	12,000	311.61	9,447.64	209.99	2,342.37	80.48
TOTAL SALARIES & BENEFITS	12,000	311.61	9,447.64	209.99	2,342.37	80.48
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	13,000	1,237.41	20,673.57	0.00	( 7,673.57)	159.03
TOTAL CONTRACTUAL SERVICES	13,000	1,237.41	20,673.57	0.00	( 7,673.57)	159.03
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	30,000	2,444.73	7,943.26	0.00	22,056.74	26.48
TOTAL COMMODITIES	30,000	2,444.73	7,943.26	0.00	22,056.74	26.48
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	43,000	202.95	34,143.89	0.00	8,856.11	79.40
TOTAL CAPITAL OUTLAY	43,000	202.95	34,143.89	0.00	8,856.11	79.40



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<u>CONTRIBUTIONS</u>						
401-714-543-00 TELEPHONE	7,200	407.74	3,972.75	477.75	2,749.50	61.81
TOTAL CONTRIBUTIONS	7,200	407.74	3,972.75	477.75	2,749.50	61.81
<u>NON-OPERATING EXPENSES</u>						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	345.41	6,322.51	9.00	5,668.49	52.76
401-714-743-00 TELEMETRY	2,600	179.70	1,617.30	0.00	982.70	62.20
TOTAL NON-OPERATING EXPENSES	14,600	525.11	7,939.81	9.00	6,651.19	54.44
TOTAL PLANT	119,800	5,129.55	84,120.92	696.74	34,982.34	70.80
<u>SALARIES PLANT/LINES</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
401-715-101-00 PLANT LABOR	365,000	21,222.23	242,140.35	0.00	122,859.65	66.34
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	23,337.51	212,470.98	0.00	272,529.02	43.81
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	44,559.74	454,611.33	0.00	395,388.67	53.48
<u>CONTRACTUAL SERVICES</u>						
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	44,559.74	454,611.33	0.00	395,388.67	53.48
<u>SALARIES BOARD/OFFICE</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	9,000.00	0.00	3,000.00	75.00
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	150,000	11,569.12	111,447.37	0.00	38,552.63	74.30
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	12,569.12	120,447.37	0.00	41,552.63	74.35

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<u>CONTRACTUAL SERVICES</u>						
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	12,569.12	120,447.37	0.00	44,552.63	73.00
<u>FICA/INSURANCE</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
401-718-104-00 FICA TAX	77,500	4,384.97	43,921.71	0.00	33,578.29	56.67
401-718-105-00 HEALTH INSURANCE	163,000	9,776.82	123,694.74	0.00	39,305.26	75.89
TOTAL SALARIES & BENEFITS	240,500	14,161.79	167,616.45	0.00	72,883.55	69.69
TOTAL FICA/INSURANCE	240,500	14,161.79	167,616.45	0.00	72,883.55	69.69
<u>RETIREMENT</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
401-719-106-00 GROUP RETIREMENT	100,000	5,546.82	52,547.83	0.00	47,452.17	52.55
TOTAL SALARIES & BENEFITS	100,000	5,546.82	52,547.83	0.00	47,452.17	52.55
TOTAL RETIREMENT	100,000	5,546.82	52,547.83	0.00	47,452.17	52.55
<u>UNEMPLOYMENT/COMPENSATION</u>						
=====						
<u>CONTRACTUAL SERVICES</u>						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,600	3,638.73	13,927.92	0.00	6,672.08	67.61
TOTAL CONTRACTUAL SERVICES	20,600	3,638.73	13,927.92	0.00	6,672.08	67.61
TOTAL UNEMPLOYMENT/COMPENSATION	20,600	3,638.73	13,927.92	0.00	6,672.08	67.61
<u>BILLING/COMPUTER/DEP INT</u>						
=====						
<u>CONTRACTUAL SERVICES</u>						
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
<u>COMMODITIES</u>						
401-783-341-00 BILLING & COLLECTING	46,000	2,062.76	34,983.50	95.82	10,920.68	76.26
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	2,700.00	0.00	900.00	75.00
401-783-342-00 NEW COMPUTER CAPITAL OUTL	17,500	385.84	6,719.33	0.00	10,780.67	38.40

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CITY OF BUCKHANNON  
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AS OF: MARCH 31ST, 2022

401-SANITARY

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401-783-369-00 CUSTOMER DEP INTEREST PAI	2,000	0.27	258.54	0.00	1,741.46	12.93
TOTAL COMMODITIES	69,100	2,748.87	44,661.37	95.82	24,342.81	64.77
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	2,748.87	44,661.37	95.82	24,342.81	64.77
OFFICE EXPENSE						
=====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	29,000	4,867.63	24,139.51	0.00	4,860.49	83.24
TOTAL COMMODITIES	29,000	4,867.63	24,139.51	0.00	4,860.49	83.24
TOTAL OFFICE EXPENSE						
	29,000	4,867.63	24,139.51	0.00	4,860.49	83.24
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	2,125.00	0.00	875.00	70.83
TOTAL SALARIES & BENEFITS	9,000	0.00	9,698.02	0.00	698.02	107.76
TOTAL PSC ASSESS/DNR PERMIT						
	9,000	0.00	9,698.02	0.00	698.02	107.76
PROPERTY INSURANCE						
=====						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	46,500	0.00	25,465.58	0.00	21,034.42	54.76
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	46,500	0.00	25,465.58	0.00	21,034.42	54.76
TOTAL PROPERTY INSURANCE						
	46,500	0.00	25,465.58	0.00	21,034.42	54.76
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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PROFESSIONAL						
=====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSSIONAL SERVICES	44,500	0.00	8,789.83	1,000.00	34,710.17	22.00
TOTAL CONTRACTUAL SERVICES	44,500	0.00	8,789.83	1,000.00	34,710.17	22.00
TOTAL PROFESSIONAL						
	44,500	0.00	8,789.83	1,000.00	34,710.17	22.00
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	141,789.18	0.00	29,210.82	82.92
TOTAL SALARIES & BENEFITS	171,000	14,144.97	141,789.18	0.00	29,210.82	82.92
TOTAL BOND A						
	171,000	14,144.97	141,789.18	0.00	29,210.82	82.92
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	2,253.00	22,584.06	0.00	5,415.94	80.66
TOTAL SALARIES & BENEFITS	28,000	2,253.00	22,584.06	0.00	5,415.94	80.66
TOTAL BOND B						
	28,000	2,253.00	22,584.06	0.00	5,415.94	80.66
CAPITAL/PROJECTS						
=====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	150,000	0.00	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	2,688.00	43,986.83	0.00	176,013.17	19.99
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	4,199.60	43,441.38	11,928.00	3,869.38	107.51
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	18,242.50	41,102.65	900.50	47,996.85	46.67
401-997-456-00 WESTON ROAD NORTH SIDE	0	0.00	1,745.59	0.00	1,745.59	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	5,314.42	0.00	15,665.58	25.33
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	25,130.10	140,094.24	12,828.50	403,878.26	27.46



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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	25,130.10	140,094.24	12,828.50	403,878.26	27.46
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	157,625.02	1,509,521.93	16,550.97	1,164,298.10	56.72
REVENUE OVER/(UNDER) EXPENDITURES	( 625,021)	29,019.75	234,108.11 (	16,550.97) (	842,578.14)	34.81-

SANITARY MARCH 2022 PAYMENT OF BILLS

\$4,846.20 – C.I. THORNBURG – MISC FITTINGS & 4” SDR 35 PIPE

\$1,785.00- PRECISION PUMP & VALVE- 40 HP MOTOR REBUILD

2,386.00 – IWORQ- SOFTWARE ADD ONS

\$18,242.50 – C.I. THORNBURG – WEATHERFORD BLVD & SHAWNEE DRIVE EXTENSION SUPPLIES-  
TAP SADDLE, PIPE, TEES, PIPE LUBE

04-13-2022 08:57 AM

DISBURSEMENT 3-1-22 TO 3-31-22

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
POWER/FUEL/UTILITY	MON POWER	711-713-00	DEANVILLE	110086407977 DEANVILLE	60.18		
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	59.77		
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	37.27		
04-13-2022 08:57 AM DISBURSEMENT 3-1-22 TO 3-31-22							
FUND: SANITARY							
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	60.60		
		711-915-00	WESTON ROAD	110087676356 WESTON RD	47.63		
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	55.64		
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	9.16		
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	6,257.32		
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,172.69		
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	16.16		
		711-313-00	VICKSBURG	110086525471 SYCAMORE	802.96		
		711-913-00	MADISON STREET	110087327497 RANDOLPH	31.77		
		711-513-00	WOOD/RITCHIE STS	110086976856 WOOD	185.19		
		711-413-00	EAST MAIN ST	110084766556 E MAIN	676.47		
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	137.07		
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	300.30		
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	11.98		
		711-920-02	NATURAL GAS	FEBRUARY 2022 SALES	635.35		
		711-920-00	PLANT VEHICLES-2,3,8	SANITARY FUEL BILL FEB 202	1,906.82		
		TOTAL:				13,464.33	
		UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT FEB & MAR 22 UNIF	1,597.52
		TOTAL:				1,597.52	
		LINES	REGION VII PLANNING PDC COLE TRUCK PARTS INC SOUTHERN STATES COOP INC C.I. THORNBURG CO., INC. NAPA-AMTOWER AUTO SUPPLY MISS UTILITY OF WEST VIRGINI LOWES BUSINESS ACCOUNTS SYLVESTER W. LOWTHER INDEED.COM JOHN BOGGESS dba VJG ASSOCIA C & G AUTO REPAIR JOHN M. SPAUR DBA TENNERTON IDENTOGO	713-443-00	EQUIPMENT & MAINTENA	GIS SVC 10/1/21-2/28/22	1,100.00
713-443-00	EQUIPMENT & MAINTENA			OIL, AIR, HYD FILTER P-18	170.98		
713-443-00	EQUIPMENT & MAINTENA			OIL, AIR, HYD FILTER P-18	20.82		
713-143-00	FACILITIES MAINTENAN			BOOTS- DAVE CURRENCE	121.49		
713-443-00	EQUIPMENT & MAINTENA			MISC SEWER FITTINGS	1,755.00		
713-243-00	SUPPLIES LINES			4" SDR35 SEWER PIPE	3,091.20		
713-443-00	EQUIPMENT & MAINTENA			BULBS FOR P-2	2.76		
713-443-00	EQUIPMENT & MAINTENA			OIL & OIL FILTER P-6	48.67		
713-443-00	EQUIPMENT & MAINTENA			OIL FILTER P-2	4.25		
713-443-00	EQUIPMENT & MAINTENA			BATTERY FOR P-27	53.82		
713-443-00	EQUIPMENT & MAINTENA			FEB 2022 LOCATE MESSAGES	46.50		
713-143-00	FACILITIES MAINTENAN			TAPE MEASURE; BROOM	36.07		
713-443-00	EQUIPMENT & MAINTENA			HYD HOSE & COUPLERS	248.80		
713-443-00	EQUIPMENT & MAINTENA			PCRD-SANITARY HELP WANTED	45.00		
713-443-00	EQUIPMENT & MAINTENA			PCRD-SANITARY HELP WANTED	192.55		
713-443-00	EQUIPMENT & MAINTENA			PCRD-SANITARY HELP WANTED	193.79		
713-443-00	EQUIPMENT & MAINTENA			GLOVES FOR RESTOCK	324.74		
713-443-00	EQUIPMENT & MAINTENA			INSPECTION P-2	14.00		
713-443-00	EQUIPMENT & MAINTENA			11R225 TIRE FOR P-5	309.91		
713-143-00	FACILITIES MAINTENAN			BACKGRND CK BLACK	32.50		
TOTAL:				7,812.85			
PLANT	SOUTHERN STATES COOP INC FETTY'S REPAIR SERVICE RITE-WAY HEATING & PLUMBING AIRGAS USA, LLC NAPA-AMTOWER AUTO SUPPLY APPLIED INDUSTRIAL TECHNOLOG HART OFFICE SOLUTIONS INC STURM ENVIRONMENTAL SERVICES	714-143-00	FACILITIES MAINTENAN	20 CASES WATER	85.80		
		714-343-00	EQUIPMENT MAINTENANC	SPINDLE 52" MOWER DECK	194.70		
		714-643-00	OPERATION PLANT EXPE	BUSHING & ZIP TIES	9.11		
		714-643-00	OPERATION PLANT EXPE	WELDING SUPPLIES	97.20		
		714-343-00	EQUIPMENT MAINTENANC	GREASE FOR CLAIRIFIERS	51.10		
		714-343-00	EQUIPMENT MAINTENANC	DOOR HANDLE P-4	14.30		
		714-343-00	EQUIPMENT MAINTENANC	BATTERY FOR P-11	45.55		
		714-343-00	EQUIPMENT MAINTENANC	SPRAY NINE & GREASE	73.08		
		714-143-00	FACILITIES MAINTENAN	LOCTITE BRUSHABLE CERAMIC	158.82		
		714-643-00	OPERATION PLANT EXPE	PRINTER RENTAL	61.06		
LAB EXPENSE PLANT		APP J TESTING/ TRANS STAT		99.00			

FUND:   SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
SALARIES PLANT/LINES	NORTH CENTRAL LABORATORIES C LOWES BUSINESS ACCOUNTS  BUCKHANNON DISCOUNT TIRE INC US CELLULAR PRECISION PUMP & VALVE SERVI ST JOSEPH HOSPITAL OF BUCKHA EBAY	714-243-00	LAB EXPENSE PLANT	FEBRUARY TESTING	620.00
		714-243-00	LAB EXPENSE PLANT	CHEMICALS	518.41
		714-643-00	OPERATION PLANT EXPE	3/8" CLEAR VINYL TUBING	35.61
		714-443-00	PUMP STATION REPAIR	POST CAPS	9.04
		714-443-00	PUMP STATION REPAIR	SUPPLIES MADISON P/S FENC	193.91
		714-343-00	EQUIPMENT MAINTENANC	TIRE FOR P-11	281.00
		714-543-00	TELEPHONE	704-7883 7882 931-0814 439	324.43
		714-343-00	EQUIPMENT MAINTENANC	40 HP MOTOR REBUILD	1,785.00
		714-143-00	FACILITIES MAINTENAN	LAB RESULTS STEVEN BLACK	50.00
		714-643-00	OPERATION PLANT EXPE	PCARD-INFRARED TEMP GUN	68.88
	MICROLOGIC INC FRONTIER **PAYROLL EXPENSES	714-643-00	OPERATION PLANT EXPE	PCRD-LED LIGHTS	73.55
		714-143-00	FACILITIES MAINTENAN	PCRD-EXIT SIGN LIGHT BULBS	16.99
		714-743-00	TELEMETRY	SAN MONTHLY SEC MONITORING	179.70
		714-543-00	TELEPHONE	472-5459-101515-4 SAN	83.31
				3/01/2022 - 3/31/2022	44,559.74
				TOTAL:	49,689.29
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			3/01/2022 - 3/31/2022	12,569.12
				TOTAL:	12,569.12
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC  INTERNAL REVENUE SERVICE	718-105-00	HEALTH INSURANCE	SAN MARCH 2022 HEALTH INS	7,933.42
		718-105-00	HEALTH INSURANCE	SAN MARCH 2022 RETIREE'S S	832.00
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	82.50
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,780.89
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	82.50-
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,772.92
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	19.30
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	416.51
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	19.30-
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	414.65
		718-105-00	HEALTH INSURANCE	GRP BENEFIT 4TH INSTALLMEN	959.40
		718-105-00	HEALTH INSURANCE	SAN MARCH 2022 HSA FEES	52.00
				TOTAL:	14,161.79
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	135.58
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,270.96
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	135.58-
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,449.93
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	426.81
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	399.12
				TOTAL:	5,546.82
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCB10005474 2/2/22-3/1/22	1,127.16
	WV MUNICIPAL LEAGUE	720-226-00	UNEMPLOYMENT/COMPENS	SAN 1ST QTR 2022 UNEMPLOYM	2,511.57
				TOTAL:	3,638.73
BILLING/COMPUTER/DEP I	WATER BD-CITY OF BUCKHANNON MICROSOFT STORE BUCKHANNON POSTMASTER TOSHIBA FINANCIAL SERVICES US POSTAL SERVICE RAVEN ROCK NETWORKS INC CITIZENS BANK OF WV AMAZON.COM	783-341-05	BILLING WAT BD METER	MARCH 2022 METER READS	300.00
		783-341-00	BILLING & COLLECTING	PCRD-MICROSOFT LICENSE SHA	40.12
		783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
		783-341-00	BILLING & COLLECTING	CITY HALL COPIER LEASE MAR	144.01
		783-341-00	BILLING & COLLECTING	PCRD-POSTAGE TO MAIL AUDIT	9.24
		783-341-00	BILLING & COLLECTING	IT SERVICE CONTRACT MAR 20	212.50
		783-342-00	NEW COMPUTER CAPITAL	APR 2022 COMPUTER SERV PYM	385.84
		783-341-00	BILLING & COLLECTING	PCRD-MONITOR	47.50

FUND:   SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
OFFICE EXPENSE	FP MAILING SOLUTIONS U.S. POSTAL SERVICE (CMRS-FP)	783-341-00	BILLING & COLLECTING	PCRD-EMPLOYEE FOLDERS INK	37.41
		783-341-00	BILLING & COLLECTING	PCRD-POSTAGE FOR POSTAGE M	129.38
		783-341-00	BILLING & COLLECTING	MARCH 2022 PSTG 2ND PYMT	250.00
		783-341-00	BILLING & COLLECTING	MARCH 2022 POSTAGE	250.00
		783-341-00	BILLING & COLLECTING	MAILER & INSERTER PYMT MAR	144.05
	ROSSMAN & CO/PCB CORP SUDDENLINK	783-341-00	BILLING & COLLECTING	DEBT COLLECTION FEB 2022	21.43
		783-341-00	BILLING & COLLECTING	CITY HALL INTERNET MARCH 2	27.12
				TOTAL:	2,748.60
	AFLAC RALSTON PRESS INC RECORD-DELTA NEWSPAPER	793-341-00	OFFICE SUPPLIES & EX	J TENNEY WITHHOLDING ERROR	28.85
		793-341-00	OFFICE SUPPLIES & EX	WINDOW ENVELOPES	101.85
		793-341-00	OFFICE SUPPLIES & EX	AD HIRING WASTE & SANITARY	35.00
		793-341-00	OFFICE SUPPLIES & EX	AD HIRING WASTE & SANITARY	35.00
		793-341-00	OFFICE SUPPLIES & EX	AD HIRING WASTE & SANITARY	35.00
	DINN BROS PAYROLL ACCOUNT (ALL DEPTS) COLLECTION ACCOUNT INDEED.COM	793-341-00	OFFICE SUPPLIES & EX	AD HIRING WASTE & SANITARY	35.00
		793-341-00	OFFICE SUPPLIES & EX	PCRD-RETIREMENT PLAQUE KEV	140.50
		793-341-00	OFFICE SUPPLIES & EX	FEB 2022 AA FEES	164.28
		793-341-00	OFFICE SUPPLIES & EX	FEB 2022 CREDIT CARD FEES	1,070.09
		793-341-00	OFFICE SUPPLIES & EX	PCRD-SANITARY HELP WANTED	80.27
	US CELLULAR SPRINT AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-SANITARY HELP WANTED	188.87
		793-341-00	OFFICE SUPPLIES & EX	PCRD-SANITARY HELP WANTED	155.44
		793-341-00	OFFICE SUPPLIES & EX	642-1651 613-0113 0002	61.86
		793-341-00	OFFICE SUPPLIES & EX	ALL DEPT FEB 2022 GEOTABS	220.24
		793-341-00	OFFICE SUPPLIES & EX	PCRD-2 WIRELESS MOUSE	7.00
	IWORQ PDF FILLER NORMAN CAMERA COMPANY LLC FRONTIER	793-341-00	OFFICE SUPPLIES & EX	PCRD-PAPER TOWELS	7.50
		793-341-00	OFFICE SUPPLIES & EX	SOFTWARE ADD ONS	2,386.00
		793-341-00	OFFICE SUPPLIES & EX	PCRD-PDF FILER MNTHLY SUBS	5.00
		793-341-00	OFFICE SUPPLIES & EX	PCRD-GPS EQUIPMENT-PADDED	16.58
		793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	65.32
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.18
				TOTAL:	4,863.83
BOND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #A	SAN APRIL 2022 BOND A PYMT	14,144.97
				TOTAL:	14,144.97
	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN APR 2022 BOND B PYMT	2,253.00
				TOTAL:	2,253.00
CAPITAL/PROJECTS	C.I. THORNBURG CO., INC.	997-455-00	SEWER UPGRADE-CAPITA	COUPLING; TAP SADDLE	2,900.00
		997-455-00	SEWER UPGRADE-CAPITA	COUPLING; TAP SADDLE	525.00
		997-455-00	SEWER UPGRADE-CAPITA	PIPE; TEES; PIPE LUBE	14,250.50
		997-455-00	SEWER UPGRADE-CAPITA	PIPE; TEES; PIPE LUBE	567.00
		997-452-00	SEWER EXT. - CAPITAL	6" SDR35 SEWER PIPE	2,688.00
	FERGUSON WATERWORKS ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	25H3HK 21 RAM 1500	360.75
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D2 2021 NISSAN FRONTIE	322.35
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D9 2021 NISSAN FRONTIE	322.18
		997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	427.35
		997-454-00	NEW EQUIPMENT-CAPITA	SAN APR 2022 CRANE TRK PYM	1,655.65
	CITIZENS BANK OF WV	997-454-00	NEW EQUIPMENT-CAPITA	SAN F550 APR 2022 PAYMENT	1,111.32
				TOTAL:	25,130.10

**Motion to approve the March 2022 Financial Report was made by Skinner/Loftis. Motion carried.**

**D. Department Report –** Sanitary Superintendent Ethan Crosten provided the following reports on department activities (The use of “I” refers to Mr. Crosten):



D.1 33 West Extension North – No movement

D.2 33 West Extension South – No movement

D.3 Plant Operations and Testing - All tests have been within limits. We received our official report from our lab inspection, which was very good. We had 4 minor deficiencies but all have already been remediated.

west virginia department of environmental protection

Division of Water and Waste Management  
601 57th Street SE  
Charleston, WV 25304-2345  
Phone: (304) 926-0495  
Fax: (304) 926-0497

Harold D. Ward, Cabinet Secretary  
www.dep.wv.gov

April 06, 2022

Jason Tenney  
Chief Operator  
Buckhannon Wastewater Treatment Plant Laboratory  
70 East Main Street  
Buckhannon, WV 26201

Dear Mr. Tenney,

I have enclosed with this letter the summary of the audit conducted at your facility on March 15, 2022. Please review the summary, develop a corrective action plan that addresses the deficiencies noted during the audit, and submit it within **30 days** of the date of this letter.

If you have any questions or I can be of further assistance, please call (304) 546-9303 or e-mail at [Kelly.R.Mayhew@wv.gov](mailto:Kelly.R.Mayhew@wv.gov).

Sincerely,

Kelly R. Mayhew  
Digitally signed by Kelly R. Mayhew  
Date: 2022.04.06 11:22:13 -0400'

- SUMMARY Facility: Buckhannon Wastewater Treatment Plant Laboratory (153}
3. The laboratory was not documenting when buffered rinse water was prepared, autoclaved, and what the pH was. Final pH should be 7.2 ± 0.1. Note: pH values will change with time. Store under refrigerated conditions after opening and discard if turbidity develops. Use within 6 months (WV47CSR32 5.2.1.c; SM9050 C.1.3).

4. The laboratory was only verifying the balance the day that TSS was being analyzed and not verified the next day when the TSS samples are being weighed after drying. Additionally, the laboratory was not verifying balance when analyzing percent solids. The accuracy of each analytical balance must be checked on each day of use using at least three Class-S weights covering the range expected to be encountered during routine analysis (WV47CSR32 5.2.2.a).

CONCLUSION

The laboratory should review the deficiencies cited in the summary section and make the necessary changes. The laboratory has **30 DAYS** to submit an acceptable plan to correct the deficiencies noted in this report. They will have **60 DAYS** to implement the approved corrections. Response must be made to the Department’s Quality Assurance Office: Kelly Mayhew, Auditor.

To expedite future laboratory inspection, please note the following:

- ✓ In November 2022, an email will be sent instructing your facility to download an Application for Certification
- ✓ The application should be completed and returned to the Quality Assurance Office by December 2022
- ✓ If all certification requirements are completed, scheduling for the on-site visit will be around March 2023

This report does not constitute a “certification” in any way and may not be used as such. It is purely an assessment of the laboratory’s capability of performing analysis of certain parameters and is based on observations made and information obtained at the time of inspection.

SUMMARY Facility: Buckhannon Wastewater Treatment Plant Laboratory (153}  
WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
LABORATORY PERFORMANCE AUDIT  
Buckhannon Wastewater Treatment Plant Laboratory  
Buckhannon, West Virginia

PREFACE: - - Buckhannon Wastewater Treatment Plant Laboratory

The laboratory shall comply with the West Virginia Code of State Regulations, Title 47, Series 32, Regulations governing Environmental Laboratory Certification and Standards of Performance, Guidelines Establishing Test Procedures for the Analysis of Pollutants 40 CFR 136, EPA SW-846 methods, and such other methods as may be approved by the West Virginia Department of Environmental Protection or his or her designee. The reliability of data generated for compliance analysis is used to characterize environmental quality and is the key element in the implementation of pollution control programs developed under the “Covered Statutory Programs” (47 CSR 32-2.19)

Records of monitoring, analysis, and data reporting activities include, but are not limited to, laboratory bench sheets, strip chart recordings, quality control notebooks and these records must be retained and accessible for at least five years.

INTRODUCTION - - Buckhannon Wastewater Treatment Plant Laboratory

During the audit, consideration was given to staff competence, working conditions, tests or analytical methods used, quality control procedures, quality assurance programs, maintenance of records and compliance with the requirements of this rule.

The performance evaluation was conducted on March 15, 2022 by Kelly Mayhew, West Virginia Department of Environmental Protection, Division of Water and Waste Management, 601 57th Street, Charleston WV 25304 (304) 546-9303, email Kelly.R.Mayhew@wv.gov. Please send all correspondences to this address.

The issues noted below were observed during the on-site assessment. Others may exist and their omission from this report does not constitute an endorsement by the WVDEP Laboratory Quality Assurance Program (LQAP). WVDEP LQAP encourages the laboratory to correct any existing issues even if they are not included below.

DEFICIENCIES noted during this inspection are:

1. At the time of the inspection, the laboratory was not documenting their thermometer verifications. Liquid column in glass and electronic type thermometers without a current manufacturer’s certificate of accuracy must be verified as accurate annually. All other types, to include Automatic Temperature Compensation (ATC) devices, must be verified as accurate quarterly. Verification must be accomplished by comparison to a certified thermometer traceable to a National Institute for Standards Testing thermometer (WV47CSR32 4.2.7.c).
2. The laboratory was not using class A to measure the final distilled ammonia volume. Th laboratory was distilling out approximately 250 ml and then adding 250ml to that amount resulting in an inaccurate measurement. Volumetric glassware must be Class A and need not be calibrated before use. Non Class A glassware must be calibrated before use (WV47CSR32 4.2.9.c).





Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR
Reference ID:	wv0032336Mar2022 (04/13/2022)	Permit ID:	New/Pending
eDMR Worksheet -- WV0032336 - 001			
Status	New	Printed:	Apr. 13, 2022 9:23 AM

Permit: WV0032336    Outlet No: 001    Type: NORMAL  
Report for the Month of: March    Year: 2022

Lab Performing Analysis: 153 - BUCKHANNON WASTEWATER TREAT

Retrieve Parameters    eDMR Schedule

Parameter	Permit Limits	Quantity				Other Units						Measurement Frequency	Sample Type	Lab Test Flag
		Avg	Max	Units	Number Exceed.	Min	Avg	Max	CEL*	Units	Number Exceed.			
50050 (ML-1) RF-A Flow, In Conduit Or Treatment Plant Year Round	Reported	N/A	N/A			N/A	1.118 Rpt Only Avg. Monthl	2.680 Rpt Only Max. Daily		mgd	0	Continuous Continuous	measured	153 ✓
00310 (ML-8) RF-A Bod Winter Nov 1-June 30	Reported	32.1 313	60.3 626	Lbs/Day	0	N/A	3.0 Avg. Monthl	4.3 Max. Daily		mg/l	0	1/week 1/week	8 hr comp	153 ✓
00530 (ML-A) RF-A Suspended Solids, Total Year Round	Reported	16.8 625.8	36.6 1251.8	Lbs/Day	0	N/A	2.0 Avg. Monthl	6.0 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	N/A	N/A			98.2 Month. Avg.	N/A	N/A		Percent	0	4/month 2/month	Calculated	153 ✓
51013 (ML-K) RF-A Bod, 5day Percent Removal, Wet Year Round	Reported	N/A	N/A			98.6 Rpt Only Month. Avg.	N/A	N/A		Percent	0	1/month 2/month	Calculated	153 ✓
51014 (ML-K) RF-A Solids, Suspended Percent Removal, Dry Year Round	Reported	N/A	N/A			97.7 Month. Avg.	N/A	N/A		Percent	0	4/month 2/month	Calculated	153 ✓
51015 (ML-K) RF-A Solids, Suspended Percent Removal, Wet Year Round	Reported	N/A	N/A			98.7 Rpt Only Month. Avg.	N/A	N/A		Percent	0	1/month 2/month	Calculated	153 ✓
74055 (ML-A) RF-A Coliform, Fecal Year Round	Reported	N/A	N/A			N/A	5 Mon. Geo. M	7 400 Max. Daily		Cnts/100ml	0	1/week 1/week	Grab	153 ✓
00400 (ML-A) RF-A Ph Year Round	Reported	N/A	N/A			7.13 6 Inst. Min.	N/A	7.21 9 Inst. Max.		S.U.	0	1/week 1/week	Grab	153 ✓
00300 (ML-A) RF-A Dissolved Oxygen Year Round	Reported	N/A	N/A			7.8 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	10.70 62.6	21.7 125	Lbs/Day	0	N/A	0.970 Avg. Monthl	0.970 5 Max. Daily		mg/l	0	1/week 1/week	8 hr comp	153 ✓
01119 (ML-A) RF-A Copper Total Recoverable Year Round	Reported	N/A	N/A			N/A	<0.005 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	N/A	N/A			N/A	<0.005 Rpt Only Avg. Monthl	<0.005 Rpt Only Max. Daily		mg/l	0	1/quarter 1/quarter	Grab	157 ✓
01094 (ML-A) RF-A Zinc Total Recoverable Year Round	Reported	N/A	N/A			N/A	0.026 0.075	0.026 0.13		mg/l	0	1/month 1/month	8 hr comp	157 ✓
01094 (ML-5) RF-B Zinc Total Recoverable Year Round	Reported	N/A	N/A			N/A	<0.02 Avg. Monthl	<0.02 Rpt Only Max. Daily		mg/l	0	1/quarter 1/quarter	Grab	157 ✓
00900 (ML-6) RF-B Hardness, Total Year Round	Reported	N/A	N/A			N/A	29 Rpt Only Avg. Monthl	29 Rpt Only Max. Daily		mg/l	0	1/quarter 1/quarter	Grab	157 ✓
61426 (ML-A) RF-B Toxicity, Ceriodaphnia Chronic Year Round	Reported	N/A	N/A			N/A	1.0 1.35 Avg. Monthl	1.0 2.71 Max. Daily		TUc	0	1/quarter 1/quarter	8 hr comp	209 ✓
74069 (ML-6) RF-A Stream Flow, Estimated Winter Nov 1-June 30	Reported	N/A	N/A			218.0 Rpt Only Inst. Min.	619.6 Rpt Only Avg. Monthl	1656.0 Rpt Only Inst. Max.		cfs	0	1/daily 1/daily	Calculated	153 ✓



Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR
Reference ID:	wv0032336Mar2022 (04/13/2022)	Permit ID:	New/Pending
eDMR Worksheet -- WV0032336 - IU01			
Status	New	Printed:	Apr. 13, 2022 11:07 AM

Permit: WV0032336    Outlet No: IU01    Type: NORMAL  
Report for the Month of: March    Year: 2022

Lab Performing Analysis: 157 - STURM ENVIRONMENTAL SERVICES

Retrieve Parameters    eDMR Schedule

Parameter	Permit Limits	Quantity				Other Units						Measurement Frequency	Sample Type	Lab Test Flag
		Avg	Max	Units	Number Exceed.	Min	Avg	Max	CEL*	Units	Number Exceed.			
00056 (ML-4) RF-A Flow Rate (Quantity Only) Year Round	Reported	365	365	gpd	0	N/A	N/A	N/A				1/month 1/month	Estimated	153 ✓
00310 (ML-4) RF-A Bod Year Round	Reported	0.18 Rpt Only Avg. Monthl	0.18 Rpt Only Max. Daily	Lbs/Day	0	N/A	60.50 Rpt Only Avg. Monthl	60.50 Rpt Only Max. Daily		mg/l	0	1/month 1/month	Comp	157 ✓
00530 (ML-4) RF-A Suspended Solids, Total Year Round	Reported	1.70 Rpt Only Avg. Monthl	1.70 Rpt Only Max. Daily	Lbs/Day	0	N/A	560.00 Rpt Only Avg. Monthl	560.00 Rpt Only Max. Daily		mg/l	0	1/month 1/month	Comp	157 ✓
00400 (ML-4) RF-A Ph Year Round	Reported	N/A	N/A			7.92 5 Minimum	N/A	10 Maximum		S.U.	0	1/month 1/month	Grab	153 ✓
00610 (ML-4) RF-A Nitrogen, Ammonia Total Year Round	Reported	0.010 Rpt Only Avg. Monthl	0.010 Rpt Only Max. Daily	Lbs/Day	0	N/A	3.16 Rpt Only Avg. Monthl	3.16 Rpt Only Max. Daily		mg/l	0	1/month 1/month	Comp	157 ✓
01002 (ML-4) RF-B Arsenic, Total (As) Year Round	Reported	<0.000006 Rpt Only Avg. Monthl	<0.000006 Rpt Only Max. Daily	Lbs/Day	0	N/A	<0.003 Avg. Monthl	<0.003 0.075 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓
01032 (ML-4) RF-B Chromium, Hexavalent Year Round	Reported	<0.000016 Rpt Only Avg. Monthl	<0.000016 Rpt Only Max. Daily	Lbs/Day	0	N/A	<0.0070 Avg. Monthl	<0.0070 0.122 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓
71900 (ML-4) RF-A Mercury, Total (As Hg) Year Round	Reported	0.0000006 Rpt Only Avg. Monthl	0.0000006 Rpt Only Max. Daily	Lbs/Day	0	N/A	0.18 2 Avg. Monthl	0.18 3 Max. Daily		ug/l	0	1/month 1/month	Grab	157 ✓
01027 (ML-4) RF-B Cadmium, Total (As Cd) Year Round	Reported	<0.000004 Rpt Only Avg. Monthl	<0.000004 Rpt Only Max. Daily	Lbs/Day	0	N/A	<0.002 Avg. Monthl	<0.002 0.005 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓
01042 (ML-4) RF-A Copper, Total (As Cu) Year Round	Reported	0.00083 Rpt Only Avg. Monthl	0.00083 Rpt Only Max. Daily	Lbs/Day	0	N/A	0.272 Avg. Monthl	0.272 0.25 Max. Daily		mg/l	2	1/month 1/month	Comp	157 ✓
01051 (ML-4) RF-B Lead, Total (As Pb) Year Round	Reported	0.000080 Rpt Only Avg. Monthl	0.000080 Rpt Only Max. Daily	Lbs/Day	0	N/A	0.036 Avg. Monthl	0.036 0.3 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓
01034 (ML-4) RF-B Chromium, Total (As Cr) Year Round	Reported	0.000027 Rpt Only Avg. Monthl	0.000027 Rpt Only Max. Daily	Lbs/Day	0	N/A	0.012 0.5 Avg. Monthl	0.012 1 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓
01077 (ML-4) RF-B Silver, Total (As Ag) Year Round	Reported	<0.000001 Rpt Only Avg. Monthl	<0.000001 Rpt Only Max. Daily	Lbs/Day	0	N/A	<0.003 Avg. Monthl	<0.003 0.01 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓
00720 (ML-4) RF-B Cyanide, Total (As Cn) Year Round	Reported	<0.000011 Rpt Only Avg. Monthl	<0.000011 Rpt Only Max. Daily	Lbs/Day	0	N/A	<0.005 Avg. Monthl	<0.005 1.03 Max. Daily		mg/l	0	1/quarter 1/quarter	Grab	157 ✓
01092 (ML-4) RF-A Zinc, Total (As Zn) Year Round	Reported	0.00712 Rpt Only Avg. Monthl	0.00712 Rpt Only Max. Daily	Lbs/Day	0	N/A	2.340 Avg. Monthl	2.340 2.18 Max. Daily		mg/l	2	1/month 1/month	Comp	157 ✓
01067 (ML-4) RF-B Nickel, Total (As Ni) Year Round	Reported	0.000034 Rpt Only Avg. Monthl	0.000034 Rpt Only Max. Daily	Lbs/Day	0	N/A	0.015 Avg. Monthl	0.015 1.03 Max. Daily		mg/l	0	1/quarter 1/quarter	Comp	157 ✓

Date	INFLUENT WASTEWATER					BELT PRESS			Plant Effluent					
	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals.Wet Sludge Added	Pounds Dry solid: Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./ 100 ml	D.O. mg/l	PH	Amm. Nit. mg/l
3/1/22			0.955	16.0	7.27	2.0	67,878	7,359				8.1	7.17	
3/2/22	92	120	0.986	16.0	7.31	2.0			1.0	4.3		8.0	7.16	0.970
3/3/22			0.963	17.0	7.21	2.0						8.2	7.14	
3/4/22			0.817	17.0	7.19	2.0						8.3	7.16	
3/5/22			0.752			2.0								
3/6/22			1.300			2.0								
3/7/22			2.013	17.0	7.26	2.0					7	8.5	7.19	
3/8/22			1.551	16.0	7.12	2.0						8.3	7.21	
3/9/22	76	190	2.680	16.0	7.18	2.0			1.0	2.7		8.4	7.18	0.970
3/10/22			1.457	16.0	7.19	2.0						8.1	7.15	
3/11/22			0.958	15.0	7.23	2.0						8.0	7.13	
3/12/22			1.485			2.0								
3/13/22			1.567			2.0								
3/14/22			1.447	13.0	7.21	2.0					6	8.6	7.17	
3/15/22			1.236	15.0	7.18	2.0						8.5	7.19	
3/16/22	96	191	0.884	16.0	7.21	2.0	85,222	10,946	1.5	3.1		8.5	7.14	0.970
3/17/22			0.778	17.0	7.19	2.0						8.3	7.21	
3/18/22			0.907	17.0	7.17	2.0						8.2	7.14	
3/19/22			0.901			2.0								
3/20/22			0.888			2.0								
3/21/22			0.839	18.0	7.15	2.0	63,920	5,064			3	8.1	7.17	
3/22/22			0.964	18.0	7.18	2.0						8.0	7.16	
3/23/22	52	193	1.334	19.0	7.13	2.0			0.5	2.4		8.0	7.18	0.970
3/24/22			1.076	20.0	7.12	2.0						7.9	7.19	
3/25/22			0.881	20.0	7.11	2.0						7.8	7.20	
3/26/22			0.833			2.0								
3/27/22			0.862			2.0								
3/28/22			0.681	21.0	7.18	2.0					5	8.1	7.18	
3/29/22			0.833	21.0	7.21	2.0						8.4	7.18	
3/30/22	152	174	0.732	20.0	7.20	2.0			6.0	2.5		8.1	7.18	0.970
3/31/22			1.110	20.0	7.17	2.0						7.9	7.18	
TOTAL			34.670				217,020	23,369						
AVERAGE	94	174	1.118	17.4	7.19	2.0			2.0	3.0	5	8.2	7.17	0.97
MAXIMUM	152	193	2.680	21.0	7.31	2.0			6.0	4.3	7	8.6	7.21	0.97
MINIMUM	52	120	0.681	13.0	7.11	2.0			0.5	2.4	3	7.8	7.13	0.97
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 maintenance crew installed some solar lights at various places around the plant to allow for better sight at key pieces of equipment. They also changed out a pump at the Brushy Fork pump station and the pista grit, both of with are being cleaned up to be saved as backups. They installed a new motor on aerator #3 as a result of the Mon Power outage. They installed a new breaker, controller, and fence at the Madison Street pump station.

**D.5 Line Crew #1 – Brian** - The maintenance crew finished the plant generator pad this past month and is ready for the generator to be installed. They have also been preparing other pump stations for the generators to be installed. They cleaned out a pump that was clogged in the sludge pump station.

**D.6 Line Crew # 2 – Scott** - This crew has been primarily on Swisher Street doing a minor upgrade. The new part time employee has been doing very well and has been with both crews, both Scott and Brian have said he is a hard worker. This crew has also responded to several sewer calls and assisted in mapping.

**D.7 Pump Station Generator Update** - The generators for the pump stations have arrived and are being scheduled to be installed. Brook Street and Vicksburg have been installed and Elias is scheduled to be next.

**D.8 Richard Trent Extension 2** - Richard Trent requested a minor extension to a lot we did not provide sewer service to during the last extension. His plans for the lot changed so now it needs sewer. He has signed the agreement and paid, as soon as we are available, we will begin construction on the line that is only 150 feet.

**D.9 ARPA Project Updates** -Mayor Skinner briefed the Board on the upcoming meeting with the Upshur County Commission concerning the Tennerton Water Tank request for assistance from the UCC’s ARPA Funds.

**E. Stormwater** – Mr. Crosten provided the following report:

**E.1 – Obligation of Stream Channels** - Due to recent issues along Jawbone Run and our department being responsible for storm sewers/ drainage within the city, we need to determine to what extent we are responsible for the channels. Right now, on Jawbone specifically, we do not have access to a majority of the channel or ownership. In my opinion we should leave it up to the property owners to maintain the stream along their property. Jerry, Tom O’Neill and I have discussed this and they agree, but there needs to be something saying this. Discussion took place with input from the Director of Public Works Jerry Arnold. Board member Loftis recommended that Mr. Crosten draft the appropriate policy for the Boards review. City Attorney O’Neill offered his assistance to Mr. Crosten.

**F. Correspondence and Information** – Mayor Skinner reviewed the following items with the Board:

**F.1 Letter from Cummins Sales & Service-Updated Shipment Delay Dates RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators**



City of Buckhannon

April 5, 2022

Dear Mr. Hollen,

Please find updated ship dates below for each site:

- **Raw Water Intake** – Generator is scheduled to ship 12/05/2022. Transfer Switch scheduled to ship 5/9/2022.
- **Public Safety** – Generator scheduled to ship 12/9/2022. Asco transfer switch scheduled to ship 9/23/2022.
- **Waste Water Treatment Plant** – Generator scheduled to ship 12/1/2022. Asco transfer switch scheduled to ship 9/23/2022.

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

**F.2 PR: Traffic Advisory Alert-Scott Street Closed Beginning March 21st for Sanitary Dept. Line Upgrade**

BUCKHANNON, WV, March 17, 2022: The City of Buckhannon Sewer Department will begin a line replacement project on Shawnee Drive, from Scott Street to Rohr Avenue, on or about Monday, March 21, 2022.

As part of this project the department will be closing Scott Street and using the street as a staging area for materials and equipment.

Sanitary Superintendent, Ethan Crosten, announced the project recently and assures the residents of the area that any disruption to traffic will be as minimal as possible as the crews perform this important and necessary upgrade.

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Media Contact: Randy Sanders, [randy.sanders@buckhannonwv.org](mailto:randy.sanders@buckhannonwv.org) or (304) 472-4026

**F.3 Letter of Invitation from West Virginia American Water**

**Brooks Crislip** <[Brooks.Crislip@amwater.com](mailto:Brooks.Crislip@amwater.com)> Wed, Apr 13, 12:13 PM

Thanks for taking my call earlier this morning! As I mentioned, we'd love to borrow a few minutes of Mayor Skinner's time to discuss some potential partnering opportunities between West Virginia American Water and the City of Buckhannon. We've got a lot of exciting things going on from a company standpoint with regards to both water and wastewater and would love the opportunity to come meet in Buckhannon and discuss how we might be able to provide some options for the city to consider. From our end, it'd be myself and Jake Glance, our Manager of Business Development. We'd be happy to talk with the mayor and anyone else he'd like to be part of the conversation, whether that be any city council members or a representative from the Water and/or Sanitary Board. If he's got some dates and times that might work well, please let me know and we'll be glad to come visit.

Thanks again!

**Brooks Crislip, Director of Business Development**  
West Virginia American Water  
1600 Pennsylvania Ave  
Charleston, WV 25302  
C: 304-993-9643  
E: [brooks.crislip@amwater.com](mailto:brooks.crislip@amwater.com)



F.4 Task Orders for City Projects Engineering and Design to be conducted by Potesta

- Taylor Street Sanitary Sewer Design to be paid from ARPA Funds
- Taylor Street Storm Sewer Design to be paid from ARPA Funds
- N. Locust Street Sanitary Sewer Design to be paid from ARPA
- Miscellaneous Tasks as Directed by the City of Buckhannon to be paid by fund in charge of the project
- Jawbone Hydrology Study to be paid by General Fund

G. Consent Agenda

G.1 Approval of Minutes 3/17/2022

Motion to approve the regular Meeting Minutes for 03/17/2022 was made by Skinner/Loftis.  
Motion carried

H. Strategic Issues for Discussion and/or Vote

H.1 Approval Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road-Waive Labor & Equipment Costs – Discussion took place on the Future Training Facilities and the importance of preparing the infrastructure for the facility and the help the presence of the facility will have with lowering the local ISO rating.

Motion to approve waiving the labor and equipment costs of providing the Waterline Upgrade at the site of the future Training Facilities at 444 Mudlick Road was made by Loftis/Skinner.  
Motion carried.

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201

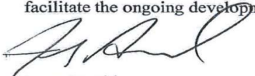


Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

4/4/2022

Mayor and City Council Members,

I requested the City of Buckhannon Water Department to prepare an estimate to extend the 6" water main line and to install a fire hydrant on the north side of the second gate at the City of Buckhannon's Waste Facility at 444 Mud Lick Rd. The line extension will require a road bore under Mud Lick Rd. that the Sewer Department will undertake. The purpose of this project is to provide water at an adequate flow and pressure for the new training facilities. The total cost for the project is estimated at \$30,282.45. This includes labor and equipment costs for both water and sewer departments. I would like to request from each of the respective boards to waive the labor and equipment costs on this project. The total of which is \$8714.00 for Water and \$11520.00 for Sewer. My approach to the boards will be that once this facility is completed it will benefit all city operations. One of the training courses that will be offered is a trench rescue course that will directly benefit both departments. The remaining balance of \$10048.45 I am asking that City Council fund to facilitate the ongoing development of the training facility.

  
Jerry Arnold  
City of Buckhannon  
Director of Public Works  
70 E. Main St.  
Buckhannon, WV 26201  
P: 304-472-1651 ext. 1000  
C: 304-677-3862

Water Department  
City of Buckhannon  
70 East Main Street  
Buckhannon, West Virginia 26201  
(304) 472-2530 fax (304) 472-4620

Invoice No.

Customer

Name

Street Department

Address

Buckhannon

State

wv

ZIP

26201

City

State

wv

ZIP

26201

Phone

Date

3/14/2022

Order No.

Rep

Jerry Wamsley

FOB

Qty	Description	Unit Price	TOTAL
1	6" AFC M&J Gate Valve	\$620.00	\$620.00
50 Ft	16" Steel Casing	\$36.50	\$1,825.00
6	16"X6" casing Spacers	\$110.00	\$660.00
3	6" M&J 90s	\$110.00	\$110.00
180 ft	6" C-900 DR 14 pipe	\$16.00	\$2,880.00
1	6" Himax Coupling	\$275.00	\$275.00
2	16" X 6" Casing Boots	\$55.00	\$110.00
60 ft	3/4 Allthread	\$4.00	\$240.00
16	3/4 Allthread Nuts	\$0.75	\$12.00
7	6" Grip Ring Gland Kits	\$62.50	\$437.50
10	60 lb bags of sackret	\$7.00	\$70.00
2	6" M&J 22.5	\$84.00	\$168.00
1	B84B American Flow Hydrant	\$2,465.00	\$2,465.00
1	Valve Box Assembly	\$90.00	\$90.00
1	Assortment of blocks	\$25.00	\$25.00
8	Dug-Lugs	\$4.25	\$34.00
5	Men at 40 hours	\$32.32	\$6,464.00
20	Hours Back Hoe	\$50.00	\$1,250.00
40	Hours Service Truck	\$25.00	\$1,000.00
2 Lb	Seed	\$1.49	\$2.98
3 Bales	Straw	\$7.99	\$23.97
50 Ft	Bore & Jack	\$200.00	\$10,000.00
16 Hrs	Bore Pit Excavation Labor	\$80.00	\$1,280.00
16 Hrs	Bore Pit Excavator Equipment	\$15.00	\$240.00
		SubTotal	\$30,282.45
		Shipping & Handling	\$0.00
		Taxes	\$0.00
		TOTAL	\$30,282.45

Payment Details

☒ Cash

☐ Check

☐ Credit Card

Name

CC #

Expires

Office Use Only

H.2 Approval Sanitary Board Budget Revision – Mayor Skinner recognized Amby Jenkins who provided an overview of the proposed Sanitary Board budget revision.

Sanitary Budget Revision					
04/21/2022					
Expenses		Current	adjustment	Proposed	
401-711-313-00	Vicksburg Electric	\$ 14,000.00	\$ (2,500.00)	\$ 11,500.00	
401-711-513-00	Wood/Ritchie St Elec	\$ 3,000.00	\$ (1,000.00)	\$ 2,000.00	
401-711-920-00	Plant Vehicles 2,3,8	\$ 22,000.00	\$ 4,000.00	\$ 26,000.00	
401-712-345-00	Uniforms	\$ 8,600.00	\$ 2,400.00	\$ 11,000.00	
401-713-143-00	Facilities Maint Lines	\$ 5,000.00	\$ 2,000.00	\$ 7,000.00	software add-ons;autocad
401-713-243-00	Supplies Lines	\$ 35,000.00	\$ 25,000.00	\$ 60,000.00	supplies for projects were purchased from this line item
401-713-443-00	Equip & Maint Lines	\$ 30,000.00	\$ 5,000.00	\$ 35,000.00	Track hoe tracks \$6400
401-714-243-00	Lab Expense Plant	\$ 13,000.00	\$ 15,600.00	\$ 28,600.00	Chemicals were purchased from this line item
401-714-443-00	Equip Maint Plant	\$ 30,000.00	\$ (15,000.00)	\$ 15,000.00	
401-793-341-00	Office Supplies &Exp	\$ 29,000.00	\$ 4,000.00	\$ 33,000.00	credit card fees more
401-797-116-00	PSC Assessments	\$ 6,000.00	\$ 1,580.00	\$ 7,580.00	
401-997-451-00	Plant Capital	\$ 150,000.00	\$ (17,000.00)	\$ 133,000.00	Item pd from wrong account
401-997-452-00	Sewer Ext Capital	\$ 220,000.00	\$ (25,000.00)	\$ 195,000.00	Items in 713-243 s/b paid from here
401-997-454-00	New Equip Capital	\$ 51,500.00	\$ 17,000.00	\$ 68,500.00	\$12000 for elias pump paid from this acct s/b 714-443 or 997-451
			\$ 16,080.00		
Revenues	Income from Tennerton Billing	\$ 200,000.00	\$ 16,080.00	\$ 216,080.00	

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

H.3 2023 Sanitary Board Draft Budget - Mayor Skinner recognized Amby Jenkins who provided an overview of the proposed 2023 Sanitary Board Draft Budget. Mrs. Jenkins recommended that the Board take the time to review the proposed budget and consider action on it at the next regular Board meeting. The Board agreed and no action was taken.

BUDGET 2019-20		2015-2016	2016-17	2017-2018	2018-19		2019-20	2020-21	2021-22			2021-22	2022-23	
	SANITARY	ACTUAL	actual	actual	ACTUAL		actual	proposed	approved SanBd 5-20-21			actual thru Dec	proposed	
						6/30/18 mm/cking\$3 58,044.17 C0140403& 50000								
	ESTIMATED BALANCE ON HAND			0	286295		0	700,000	625,021				\$ 625,000.00	
343-000-00	SEWER TAPS	4,500	5,400	7,620	\$ 4,500		7,680	1,000	1,000			\$ 5,040.00	\$ 1,000.00	
350-000-00	SEWER CUSTOMERS BILLING	1,400,817	1,589,960	1,697,511	\$ 1,883,674		1,887,033	1,708,000	1,800,000			\$ 961,444.19	\$ 1,800,000.00	
351-000-00	BF SURCHARGE BILLING	8,413	7,989	8,682	\$ 11,492		10,091	9,000	0			\$ 260.00	\$ -	
352-000-00	INCOME FROM TENNERTON PSD	188,985	172,768	249,041	\$ 261,133		232,814	170,000	200,000			\$ 162,063.13	\$ 170,000.00	
362-000-00	DUE FROM GEN FUND-STORM SEWE	16,239	43,364	53,529	\$ 50,000		12,668	50,000	0			\$ -	\$ -	
362-000-01	SEPTAGE HAULERS	42,531	30,790	30,036	\$ 84,666		64,666	30,000	40,000			\$ 20,011.00	\$ 40,000.00	
362-000-02	PROJECT MANAGEMENT FEES		10,005	54,955	\$ -		0		0			\$ 31,680.17	\$ -	
370-000-01	LATE CHARGES	22,302	26,223	27,587	\$ 31,063		31,991	23,000	23,000			\$ 15,342.77	\$ 23,000.00	
366-000-01	FEMA - GENERATOR													
380-000-00	INTEREST	62	137	469	\$ 1,334		3,576	350	350			\$ 119.90	\$ 360.00	
381-000-00	SERVICES OF FLUSHER TRUCK	1,200	2,400	2,400	\$ 1,400		0	1,500	0			\$ 450.00	\$ 1,000.00	
399-000-00	MISCELLANEOUS	25,974	6,104	5,345	\$ 15,234		17,257	1,000	1,000			\$ 6,489.08	\$ 1,000.00	
TOTAL REVENUES		1,711,024	1,895,139	2,137,176	\$ 2,344,496		\$ 2,267,776	\$ 1,993,859	\$ 2,065,360			1,182,890.24	2,036,350.00	
TOTAL WITH EST. BAL ON HAND				2,137,176			2,267,776	2,693,859	5,660,371			1,182,890.24	2,661,360.00	
711-113-00	PLANT POWER	68,156	55,455	63,584	\$ 58,870		57,557	60,000	62,000			\$ 30,798.00	\$ 62,000.00	
711-213-00	ELIAS STREET	21,015	23,348	23,687	\$ 23,842		23,766	25,000	24,000			\$ 10,637.06	\$ 24,000.00	
711-313-00	VICKSBURG	10,682	16,512	13,436	\$ 13,170		11,192	16,000	14,000			\$ 4,430.11	\$ 14,000.00	
711-413-00	EAST MAIN ST	5,095	5,988	6,884	\$ 7,097		6,773	8,000	7,000			\$ 2,635.68	\$ 7,000.00	
711-513-00	WOOD/RITCHIE STS	1,665	2,025	2,333	\$ 2,268		2,255	3,000	3,000			\$ 747.48	\$ 3,000.00	
711-613-00	MONONGALIA ST	1,444	1,490	1,482	\$ 1,666		1,542	1,600	1,600			\$ 562.22	\$ 1,600.00	
711-713-00	DEANVILLE	444.18	506	1,274	\$ 642		558	1,000	1,000			\$ 266.37	\$ 1,000.00	
711-813-00	ISLAND AVENUE	248.47	284	649	\$ 497		378	600	600			\$ 133.04	\$ 600.00	
711-913-00	MADISON STREET	173.63	194	258	\$ 346		404	450	450			\$ 216.16	\$ 600.00	
711-914-00	TJM SEWAGE STATION	420.19	392	567	\$ 492		475	550	500			\$ 181.83	\$ 500.00	
711-915-00	WESTON ROAD	472.05	530	522	\$ 570		478	600	600			\$ 234.68	\$ 600.00	
711-916-00	HAMPTON INN PS	0	107	199			82	350	350			\$ 41.84	\$ 350.00	
711-917-00	BRUSHY FORK PS	344.57	471	427	\$ 488		443	570	570			\$ 205.72	\$ 570.00	
711-918-00	RT 20 SEWER PUMP STATION	116.05	89	104	\$ 98		106	200	200			\$ 53.15	\$ 200.00	
711-919-00	1 buckhannon rd	160.9	149	252	\$ 161		160	260	200			\$ 46.90	\$ 200.00	
711-920-00	plant vehicles 2,3,8	24,149	20,902	21,839	\$ 21,181		19,124	25,000	22,000			\$ 13,606.14	\$ 25,000.00	
711-920-01	TENNERTON INTERCEPTOR	5,640	4,391	5,707	\$ 4,703		6,452	5,300	5,300			\$ 1,952.14	\$ 5,300.00	
711-920-02	NATURAL GAS	1,234	1,478	1,804	\$ 1,528		1,060	2,000	3,000			\$ 570.55	\$ 3,000.00	
711-921-00	BROOKE STREET PS	2851.08	2,719	2,920	\$ 3,012		3,543	3,200	3,200			\$ 1,339.90	\$ 3,200.00	
711-923-00	65-67 CLEVELAND AVE						43	500	600			\$ 82.05	\$ 600.00	
712-345-00	UNIFORMS	8,325	8,880	6,499	\$ 6,874		8,951	7,100	8,600			\$ 4,353.22	\$ 8,750.00	
713-143-00	FACILITIES MAINTENANCE LINES	4,180	2,110	344	\$ 302		8,323	5,000	5,000			\$ 4,275.67	\$ 8,600.00	
713-243-00	SUPPLIES LINES	46,050	47,480	33,875	\$ 37,845		34,512	35,000	35,000			\$ 39,671.57	\$ 35,000.00	
713-343-00	STREET DEPT SERVICE LINE			19	\$ 64		57	2,000	2,000			\$ -	\$ 2,000.00	
713-443-00	EQUIPMENT & MAINTENANCE LINES	23,405	13,809	16,952	\$ 17,465		12,705	30,000	30,000			\$ 13,637.10	\$ 25,000.00	
714-143-00	FACILITIES MAINTENANCE PLANT	7,361	9,029	10,636	\$ 8,243		10,930	12,000	12,000			\$ 6,970.55	\$ 14,000.00	
714-243-00	LAB EXPENSE PLANT	10,537	13,785	19,686	\$ 12,716		15,655	13,000	13,000			\$ 17,908.44	\$ 13,000.00	
714-343-00	EQUIPMENT MAINTENANCE PLANT	32,920	22,789	23,395	\$ 15,598		20,274	30,000	30,000			\$ 4,270.38	\$ 20,000.00	

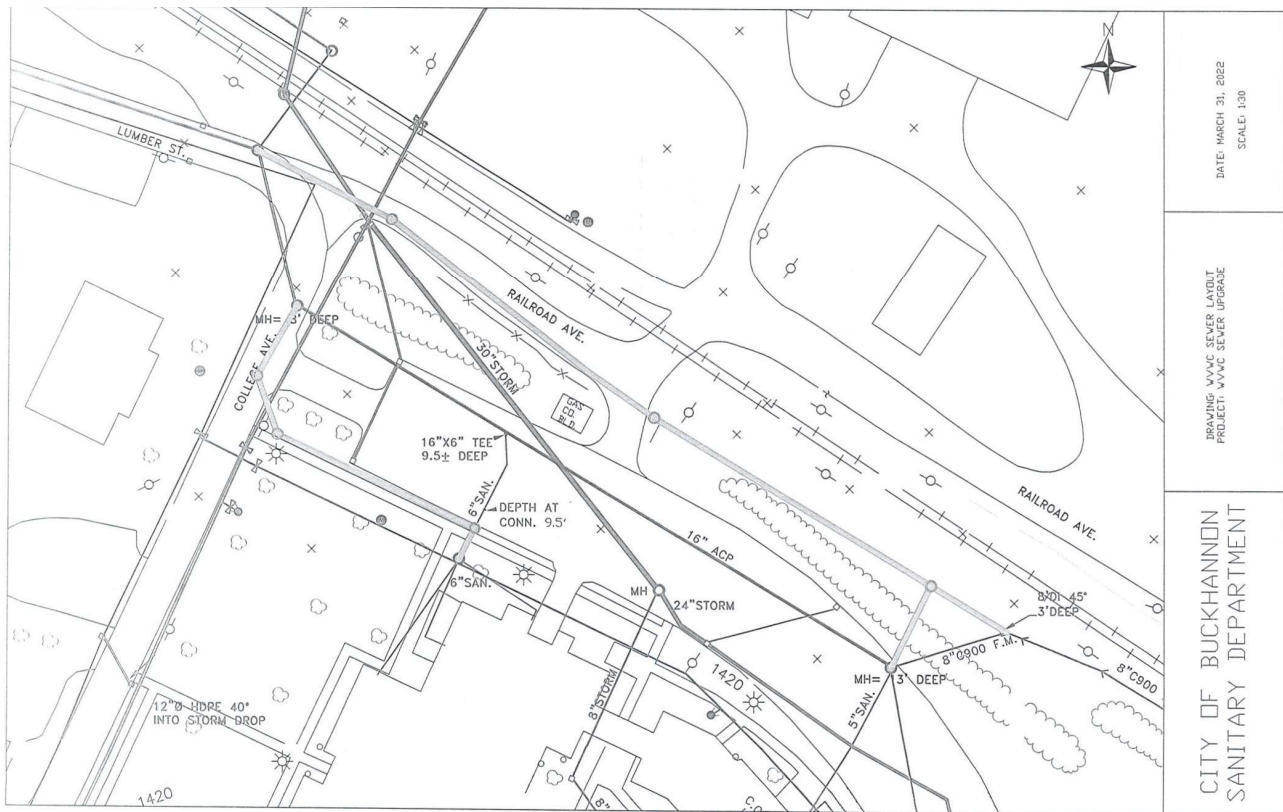


896-223-00	PROFESSIONAL SERVICES	28,188	21,957	30,205	\$	18,642	11,265	44,500	44,500	audit, travel, dues \$14,500+outside engineering \$30,000		\$	1,241.50	\$	44,000.00	audit, closing of books, dues \$14,500.00+outside engineering \$30,000.00			
970-199-00	BOND ISSUE #A	170,130	170,130	170,079	\$	170,178	170,079	171,000	171,000	bond		\$	69,354.27	\$	171,000.00				
960-199-00	BOND ISSUE #B	27,098	27,098	27,090	\$	27,090	27,090	28,000	28,000	bond		\$	15,825.06	\$	28,000.00				
997-451-00	PLANT - CAPITAL	59,936	42,865	29,055	\$	423	14,434	152,944	150,000	BarRack#250T; Pumps#A/E/F#250T	removed \$250T bar rack	\$	2,300.00	\$	-	BarRack#500T; Ditches \$50,000; Misc \$50,000	150000	Leave 50T for Ditches, 50T for misc, and 50T for Bar Rack (200T out)	
997-451-01	STORMWATER				\$	716													
997-451-02	BELT PRESS LOAN	26,527	26,527	26,527	\$	26,527	26,527	26,000	24,321	last payment in 2022		\$	2,203.37						
997-451-03	Repay Loan to City- Brook st		20,000	20,000	\$	-	0			pd off 6-2019		\$	-						
997-452-00	SEWER EXT. - CAPITAL	18,299	1,382	7,057	\$	20,000	61,680			sewer ext				\$	-				
997-453-00	STORM SEWER PROJECTS	3298.55	6,629	19,625	\$	489	2,855	0		50000 coming from gf but labor half		\$	-						
997-454-00	Equipment payments short term	29,300	23,963	53,962	\$	94,208	59,957	53,000	51,600	con trk 1656/len/eqp/\$355F ord/11/2/3/nissan/03	2ND PAYMENT 20 21	\$	30,460.30	\$	66,000.00	Enterprise lease 3 Nissan\$1,072mth, dodge trk \$361mth crane trk \$1656mth/F550 \$1111mth \$1300 \$10T small trailer, mth for new mini track hoe + 20T 2 trench rollers not in budget		Put 10T in for small trailer and 10T for tracker and camera	
997-454-01	BORE MACHINE						21,075	35,000				\$	-						
997-455-00	SEWER UPGRADE CAPITAL				\$	65,699	102,966	100,000	90,000	Pump&sta1 upgrade \$45TDearnville; \$45T talent		\$	22,860.15			Need to know what projects from Ethan			
997-455-01	SEWER UPG CAPITAL "DO NOT USE"	5,595	25,584	24,646	\$	8,832				Sewer line-\$97T Hooping; \$53TN Locust; \$220T Taylor	removed \$83T N Locust	\$	37,530.63	\$	1,995.58				
997-456-00	WESTON RD NORTH SIDE						6,317	115,000	220,000			\$							
997-456-01	WESTON RD SOUTH SIDE (IFALLEN)						60,000	42,000											
997-457-00	NEW EQUIPMENT-CAPITAL				\$	7,500	0	180,000	20,880	payments on track (old ether loader)		\$	-						
997-458-00	Contribution from BR Fik to GF				\$	-	2,508	8,100	0										
997-459-00	Miscellaneous projects						0												
	PAYMENT TOWARD RESERVE						0												
	TOTAL EXPENDITURES	1,869,715	1,832,686	1,824,089	\$	1,912,585		2,189,256	2,693,650	2,650,371			1,045,917.33		1,866,204.00				
	REVENUE OVER(UNDER) EXPENDITURES	(\$158,691)		313,086	\$	431,910					on bal on hand		135,972.91		675,146.00				

**H.4 Solar Power Investigation** – Ethan Crosten reported that he has been in contact with Chip Pickering, owner of the company which installed WVWC solar farm. He was scheduled to meet him the 13<sup>th</sup> but he had something come up and was unable. During their phone conversations, Ethan proposed that Pickering would own the Panels for a certain amount of time before being turned over to the city. They are still trying to work out a time that they can stop by the plant.



**H.5 WVWC Sink Hole Project** - Over the past few months, we have been monitoring a sinkhole developing in a WVWC parking lot. The hole is now taking up two parking spaces and is getting worse. We are moving faster on Shawnee Drive than I anticipated and if we have time, I believe this is some that we need to address quickly. A majority of the college and south Buckhannon flows through this line, so if it fails, we would have major issues. This is the next manhole up from the sink hole that developed and caused the tennis court to fall in, brook street pump station to be installed and the sanitary board to get a loan from the general fund. I have attached two options that I believe are the best. One is a spray liner; I have gotten a quote on the cost and it is attached. The other is rerouting the line and make it shallower, the soil conditions in this area are poor at best and we cannot put back where it is. The Board discussed the options.



**PLEASANTS CONSTRUCTION, INC.**

24024 FREDERICK ROAD CLARKSBURG, MARYLAND 20871    PHONE: 301-428-0800    FAX: 301-428-3922

April 8, 2022

Ethan Crosten  
City of Buckhannon  
70 E Main St  
Buckhannon, WV 26201

R22-042 – City of Buckhannon Sewer Lining

Dear Ethan,

We are pleased to submit the following estimate to furnish labor, equipment and material, complete in accordance with the plans, specifications and conditions contained herein: Your email dated 4/4/22.

**G.V. GRP LINING AT Subject Site INCLUDES:**

Mobilization  
Light Pre Clean & CCTV 423 lf of 16" Sanitary Sewer  
Segment #1 - Line 79 LF of 16-inch Sewer w/ 3.5mm Alphaliner 500 (design thickness min. @ 2.81mm)  
Segment #2 - Line 344 LF of 16-inch Sewer w/ 3.5mm Alphaliner 500 (design thickness min. @ 1.34mm)  
Post Rehabilitation CCTV Inspection of 423 LF of pipe  
Manufacturer Design Calculation (PE Design Calculations not included)  
Signs & Cones for MOT ONLY  
Travel Time, Hotels, and Per Diem for Labor Force

Price 16" Sanitary Sewer Lining                      LF                      \$112.96

**Total Price : \$47,782.08**

- \*\*\*Assumes access to both ends of pipe to be lined.
- \*\*\*General Contractor to provide use of hydrants for water.
- \*\*\*Non-Wage rate
- \*\*\*Bypass Pumping greater then a 3" pump to be provided by Owner
- \*\*\*Owner to block/plug force main at upstream access manhole
- \*\*\*Owner to provide proper MOT including lane closures and proper permits and notifications
- \*\*\*Owner to provide CCTV inspections prior to contract

**General Conditions:**

- Pleasants Construction Inc. (PCI) based its estimate on a nominal wall thickness for the Alpha Liner. This is based on the best available information at the time of this estimate. Existing pipe deterioration in excess of the conditions assumed, ground water loads in excess of those assumed, or other loads or conditions may increase the recommended thickness for all or portions of the work. Final recommendations may be submitted to you following the completion of the preliminary TV phase of the project. Stated prices are subject to adjustment if design changes are agreed upon.
  - If available, Customer will provide any CCTV taken in areas where proposed work will be done.
    - CCTV received prior to preparation of quote (Check one) ( ) yes ( x ) no
      - PCI Initials                      SB
      - Customer's Initials                      \_\_\_\_\_

**Motion to approve the WVWC Sink Hole Project option where the Sanitary Department will do the job in-house and reroute the line appropriately was made by Skinner/Loftis. Motion carried.**

**I. Board Members Comments and Announcements:**

Mayor Skinner acknowledged the letter of resignation from former Board Member Gene Frye and the Mayor thanked Mr. Frye for all of his work for the Board and the Sanitary Department and wished him well.

- **Board Member Loftis** – Mr. Loftis echoed the Mayor’s comments regarding Mr. Frye’s many contribution to the Sanitary Department and its Board. He also suggested that we review our policy regarding Board Members and their interactions with the Sanitary Department’s employees and customers.
- **Jerry Arnold** – Noting further.
- **Jay Hollen** – Mr. Hollen provided a correction regarding an email that had gone out with a large pdf file discussing Task Orders; page 20 of the pdf files shows Task Order 20 identified as Taylor Street Sewer should have been Taylor Street Stormwater project. It will be corrected.
- **Amby Jenkin** – Nothing further.
- **City Recorder Sanders** – Nothing further.
- **Mayor Skinner** – Nothing further.

**J. Adjournment**

**Motion to adjoin the meeting at 8:25 a.m. was made by Loftis/Skinner. Motion carried.**

**Mayor Robert N. Skinner III** \_\_\_\_\_

**City Recorder Randall H. Sanders** \_\_\_\_\_