

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

A regular meeting of the Buckhannon Water Board was held on Thursday, April 14, 2022 at 7:30 a.m. at City Hall in Council Chambers. The following were in attendance (GTM stands for attendance by GoToMeeting):

|                 |  |                  |
|-----------------|--|------------------|
| Robbie Skinner  | Mayor                                  | Present – by GTM |
| Randy Sanders   | City Recorder                          | Present          |
| Jack Reger      | Board Member                           | Present          |
| David Thomas    | Board Member                           | Present          |
| Don Nestor      | Board Member                           | Present          |
| Erasmo Rizo     | Board Member                           | Present          |
| Kelly Arnold    | Water Superintendent                   | Present          |
| Jay Hollen      | City Engineer                          | Present          |
| Jerry Arnold    | Director of Public Works               | Absent           |
| Amberle Jenkins | Assistant Recorder/Director of Finance | Present          |
| Tom O'Neill     | City Attorney                          | Present – by GTM |

Guests: BFD Chief JB Kimble

***City of Buckhannon Water Board – 7:30am***  
***Meeting Agenda for Thursday, Thursday, April 14, 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. Financial Report-Amby Jenkins**
  - C.1 March 2022
- D. Department Report**
  - D.1 Water Department Report-Kelly Arnold
    - New Hire Eric Thomason
    - Lead and Copper Plan
  - D.2 ARPA Projects Update
- E. Correspondence and Information**
  - E.1 Mt Hope Water Association Meeting Minutes- February 2022
  - E.2 Elkins Road P.S.D. Meeting Minutes-February 2022
  - E.3 Refund of Monies-Waterline Extension Project-Leeson Drive Development-Patrick Martin
  - E.4 Letter from WVDEP RE: Water Use Program –Reporting Water Withdrawals for 2021
  - E.5 Buckhannon Water Board Consumer Confidence Report (CCR) Annual Drinking Water Quality Report 2022
  - E.6 Letters from Cummins Sales & Service-Updated Shipment Delay Dates RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators
  - E.7 Letter to WVEMD RE: Line Item Money Transfer Request for Contract #1 DHS/FEMA Region III HMGP Emergency Power Generators
  - E.8 Task Orders for City Projects Engineering and Design to be conducted by Potesta
    - Tennerton Water Storage Tank Painting to be paid by ARPA Funds
    - Tennerton Booster Station Site Improvements to be paid by ARPA Funds
    - Miscellaneous Tasks as Directed by the City of Buckhannon to be paid by fund in charge of the project
- F. Consent Agenda**
  - F.1 Approval of Minutes 01/13/22, 02/10/22, 03/10/22
- G. Strategic Issues for discussion and vote**
  - G.1 Approval of Bid Opening- Tennerton Tank Painting
  - G.2 Discussion/Possible Vote to Conduct a Formal Appraisal of the Water Plant for Insurance Purposes
  - G.3 Approval Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road-Waive Labor & Equipment Costs
  - G.4 Discussion/Possible Vote to Send Letter of Invitation to the P.S.D.'s for meeting with COB (date/time/location)
  - G.5 Approval to Advertise to Hire Operator in Training
  - G.6 Approval Water Board Budget Revision
  - G.7 Approval to Send Customers the Lead and Copper Survey
- H. Board Members Comments and Announcements**
  - H.1 Next Water Board Meeting May 12, 2022

## **I. Adjournment**

Posted 03/04/2022

**A. Call to Order** – The meeting was called to order by Mayor Robbie Skinner who asked that all join him in a moment of silence. He then asked Mr. Sanders to lead the group in the pledge to the flag of the United States of America.

## **B. Recognized Guests:**

**B.1 No guests were on the Agenda, but Fire Chief JB Kimble was in attendance to discuss the proposed Fire Training Facility to be located at 444 Mudlick Road.**

Mayor Skinner used the Chairs prerogative to move *G.3 Approval Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road-Waive Labor & Equipment Costs* to the table for discussion and possible vote. The Mayor then recognized Buckhannon Fire Department Chief JB Kimble to discuss the Fire Training Facility and the need to complete a waterline upgrade in the area.

Discussion took place including the request for the Water Board to waive the labor costs of the project. It was noted that with the project on deck, the upcoming ISO ratings should reflect a lowering of 1 to 2 points and will provide significant savings on the homeowners insurance to the area residents.

**Motion to waive the labor costs of the water line upgrade project for the proposed Fire Training Facility to be located at 444 Mudlick Road was made by Reger/Rizo. Motion carried.**

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201

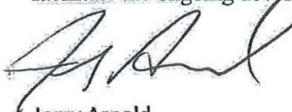


Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

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.

INVOICE

Customer

Name

Street Department

Address

City

Buckhannon

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                        | State      |             |
|         | TOTAL                        |            | \$30,282.45 |

Payment Details

☒ Cash

☐ Check

☐ Credit Card

Name

CC #

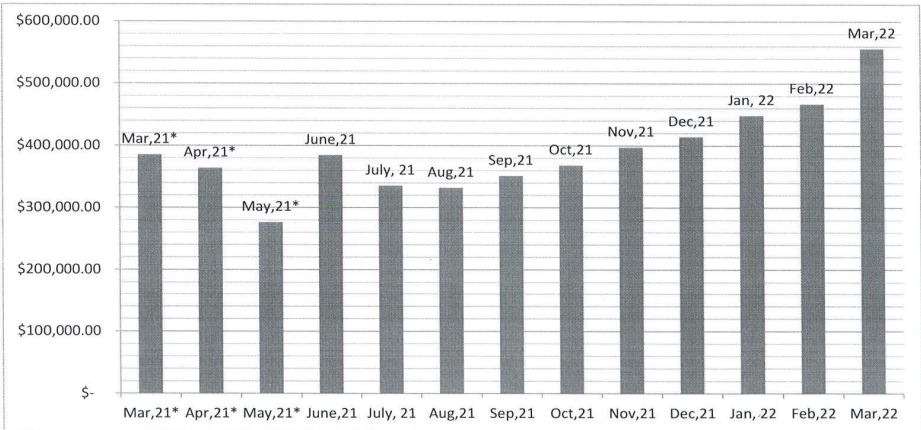
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C. Financial Report-Amby Jenkins

C.1 March 2022 - Amby reported on the balances on hand as of March 31, 2022 and provided a review of financial matters as follows:

|  |   |
|--|---|
| WATER BOARD<br>CITY OF BUCKHANNON<br>BALANCE SHEET |   |
| Balance March 31, 2022                             |   |
| Money market & checking                            | \$ 556,472.45                               |
| 2% Depreciation fund (Working Capital Fund)        | \$ 616,057.27                               |
| Savings #5764795                                   | \$255,837.56 (citizens bank opened 9-15-21) |
| Savings  | \$ 1,522.48                                 |



Hodgesville PSD is paid up to current on all of their accounts.

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



4-13-2022 02:11 PM

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

400-WATER

% OF YEAR COMPLETED: 75.00

| REVENUES                                 | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| <u>UTILITY BILLINGS</u>                  |                   |                   |                        |                     |                   |                 |
| 400-350-000-00 RESIDENTIAL SALES         | 888,000           | 86,469.69         | 772,294.79             | 0.00                | 115,705.21        | 86.97           |
| 400-350-000-01 COMMERCIAL/INDUSTRIAL SAL | 524,700           | 59,069.31         | 488,796.30             | 0.00                | 35,903.70         | 93.16           |
| 400-350-000-03 PRIVATE FIRE PROTECTION   | 15,000            | 1,347.50          | 12,127.50              | 0.00                | 2,872.50          | 80.85           |
| 400-350-000-04 PUBLIC FIRE PROTECTION    | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL UTILITY BILLINGS                   | 1,427,700         | 146,886.50        | 1,273,218.59           | 0.00                | 154,481.41        | 89.18           |
| <u>OUTSIDE DISTRICTS</u>                 |                   |                   |                        |                     |                   |                 |
| 400-360-000-00 MT HOPE WATER (MASTER MET | 118,000           | 16,881.50         | 135,606.89             | 0.00 (              | 17,606.89)        | 114.92          |
| 400-360-000-01 HODGESVILLE PSD (MASTER M | 220,000           | 23,607.25         | 183,031.97             | 0.00                | 36,968.03         | 83.20           |
| 400-360-000-02 ELKINS ROAD PSD (MASTER M | 150,000           | 17,158.00         | 142,487.25             | 0.00                | 7,512.75          | 94.99           |
| 400-360-000-03 ADRIAN PSD (MASTER METER) | 196,000           | 21,830.00         | 190,740.61             | 0.00                | 5,259.39          | 97.32           |
| TOTAL OUTSIDE DISTRICTS                  | 684,000           | 79,476.75         | 651,866.72             | 0.00                | 32,133.28         | 95.30           |
| <u>GRANTS</u>                            |                   |                   |                        |                     |                   |                 |
| 400-366-000-01 STATE GRANTS              | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-366-000-02 GRANT -BOAT & AIRCOND     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-368-000-00 TAP FEES                  | 10,000            | 0.00              | 15,709.77              | 0.00 (              | 5,709.77)         | 157.10          |
| 400-368-000-01 RECLASSIFY REVENUE-ARMORY | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-368-000-02 RECLASSIFY REVENUE        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-368-100-00 PROJECTS NOT 5.5 RULE     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-368-100-03 CONTRIB IN AID CONST 5.5R | 0                 | 0.00              | 3,388.33               | 0.00 (              | 3,388.33)         | 0.00            |
| 400-368-200-00 CAPITALIZE PROJ EQIP CSTS | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL GRANTS                             | 10,000            | 0.00              | 19,098.10              | 0.00 (              | 9,098.10)         | 190.98          |
| <u>INTRAFUND CONTR/CHARGES</u>           |                   |                   |                        |                     |                   |                 |
| 400-370-000-01 LATE CHARGES              | 19,000            | 2,043.59          | 19,021.80              | 0.00 (              | 21.80)            | 100.11          |
| 400-370-000-02 WATER BILLING-NEW SERVICE | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-370-000-03 CUSTOMER BILL FEES(BANK-S | 2,000             | 125.00            | 2,850.00               | 0.00 (              | 850.00)           | 142.50          |
| 400-370-000-04 C J MARTIN WATER LINE EXT | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-370-000-05 ATLANTIC CST PIPLINE REV  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL INTRAFUND CONTR/CHARGES            | 21,000            | 2,168.59          | 21,871.80              | 0.00 (              | 871.80)           | 104.15          |
| <u>OTHER REVENUE</u>                     |                   |                   |                        |                     |                   |                 |
| 400-379-000-00 GAIN ON SALE              | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-380-000-00 INTEREST INCOME           | 1,000             | 20.68             | 78.85                  | 0.00                | 921.15            | 7.89            |
| 400-399-000-00 MISC. NONOPERATING INCOME | 33,000            | 2,952.97          | 25,085.37              | 0.00                | 7,914.63          | 76.02           |
| TOTAL OTHER REVENUE                      | 34,000            | 2,973.65          | 25,164.22              | 0.00                | 8,835.78          | 74.01           |
| TOTAL REVENUE                            | 2,176,700         | 231,505.49        | 1,991,219.43           | 0.00                | 185,480.57        | 91.48           |

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

400-WATER

% OF YEAR COMPLETED: 75.00

| DEPARTMENTAL EXPENDITURES                | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| <u>BAD DEBT</u><br>=====                 |                   |                   |                        |                     |                   |                 |
| <u>NON-OPERATING EXPENSES</u>            |                   |                   |                        |                     |                   |                 |
| 400-550-676-00 BAD DEBT EXPENSE(return c | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL NON-OPERATING EXPENSES             | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL BAD DEBT                           | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| <u>DEPRECIATION</u><br>=====             |                   |                   |                        |                     |                   |                 |
| <u>CONTRIBUTIONS</u>                     |                   |                   |                        |                     |                   |                 |
| 400-580-500-00 DEPRECIATION EXPENSE      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL CONTRIBUTIONS                      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL DEPRECIATION                       | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| <u>RESERVIOR MANGMT DAM</u><br>=====     |                   |                   |                        |                     |                   |                 |
| <u>SALARIES &amp; BENEFITS</u>           |                   |                   |                        |                     |                   |                 |
| 400-601-103-00 RESERVIOR MANAGEMENT LABO | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL SALARIES & BENEFITS                | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| <u>CONTRACTUAL SERVICES</u>              |                   |                   |                        |                     |                   |                 |
| 400-601-211-00 UTILITIES - ELEC,GAS,PHON | 19,000            | 1,467.53          | 14,756.34              | 0.00                | 4,243.66          | 77.66           |
| 400-601-226-00 PAYROLL OVERHEAD (FICA,RE | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL CONTRACTUAL SERVICES               | 19,000            | 1,467.53          | 14,756.34              | 0.00                | 4,243.66          | 77.66           |
| <u>COMMODITIES</u>                       |                   |                   |                        |                     |                   |                 |
| 400-601-342-00 MAINTENANCE RIVER INTAKE& | 4,000             | 280.25            | 1,702.17               | 0.00                | 2,297.83          | 42.55           |
| 400-601-346-00 WATERSHED MANAGEMENT      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-601-347-00 MAINTENANCE DAM           | 4,000             | 0.00              | 0.00                   | 0.00                | 4,000.00          | 0.00            |
| 400-601-399-00 WATERSHED, DAM MISC       | 5,000             | 0.00              | 0.00                   | 0.00                | 5,000.00          | 0.00            |
| TOTAL COMMODITIES                        | 13,000            | 280.25            | 1,702.17               | 0.00                | 11,297.83         | 13.09           |
| TOTAL RESERVIOR MANGMT DAM               | 32,000            | 1,747.78          | 16,458.51              | 0.00                | 15,541.49         | 51.43           |
| <u>WATER PLANT</u><br>=====              |                   |                   |                        |                     |                   |                 |
| <u>SALARIES &amp; BENEFITS</u>           |                   |                   |                        |                     |                   |                 |
| 400-642-103-00 WATER PUMPERS SALARIES    | 298,000           | 17,750.62         | 167,638.25             | 0.00                | 130,361.75        | 56.25           |
| 400-642-104-00 FICA TAX                  | 22,800            | 1,361.36          | 12,858.33              | 0.00                | 9,941.67          | 56.40           |



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

400-WATER

% OF YEAR COMPLETED: 75.00

| DEPARTMENTAL EXPENDITURES                | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 400-642-105-00 HEALTH INSURANCE          | 30,000            | 2,078.90          | 27,263.50              | 0.00                | 2,736.50          | 90.88           |
| 400-642-106-00 RETIREMENT                | 29,800            | 1,775.06          | 16,446.23              | 0.00                | 13,353.77         | 55.19           |
| 400-642-109-00 ADJUST COMPENSATED ABSENC | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL SALARIES & BENEFITS                | 380,600           | 22,965.94         | 224,206.31             | 0.00                | 156,393.69        | 58.91           |
| CONTRACTUAL SERVICES                     |                   |                   |                        |                     |                   |                 |
| 400-642-211-00 UTILITIES - ELEC, GAS, PH | 111,000           | 10,006.35         | 89,921.30              | 0.00                | 21,078.70         | 81.01           |
| 400-642-221-00 TRAINING & CONTINUED EDUC | 2,500             | 0.00              | 2,033.51               | 0.00                | 466.49            | 81.34           |
| 400-642-226-00 UNEMPLOYMENT/COMPENSATION | 7,000             | 1,205.52          | 4,492.75               | 0.00                | 2,507.25          | 64.18           |
| TOTAL CONTRACTUAL SERVICES               | 120,500           | 11,211.87         | 96,447.56              | 0.00                | 24,052.44         | 80.04           |
| COMMODITIES                              |                   |                   |                        |                     |                   |                 |
| 400-642-341-00 OFFICE EXPENSE            | 3,000             | 351.99            | 2,435.15               | 0.00                | 564.85            | 81.17           |
| 400-642-342-00 MAINT TREATMENT PLANT BLD | 13,950            | 19.98             | 10,003.90              | 0.00                | 3,946.10          | 71.71           |
| 400-642-343-00 VEHICLE MAINTENANCE       | 500               | 263.62            | 1,665.63               | 0.00                | 1,165.63          | 333.13          |
| 400-642-343-01 PLANT VEHICLE FUEL        | 4,400             | 0.00              | 452.63                 | 0.00                | 3,947.37          | 10.29           |
| 400-642-344-00 GENERAL EQUIPMENT MAINTEN | 2,000             | 179.90            | 1,582.72               | 0.00                | 417.28            | 79.14           |
| 400-642-345-00 UNIFORMS PERSONAL SAFETY  | 3,500             | 667.28            | 2,806.42               | 0.00                | 693.58            | 80.18           |
| 400-642-346-00 MAINT TREATMENT PLANT EQU | 70,000            | 1,563.37          | 52,738.37              | 69.44               | 17,192.19         | 75.44           |
| 400-642-347-00 PLANT LAB MAINT & SUPPLIE | 15,000            | 0.00              | 5,968.94               | 0.00                | 9,031.06          | 39.79           |
| 400-642-348-00 CHEMICAL COSTS            | 180,000           | 7,479.00          | 105,429.98             | 12,057.50           | 62,512.52         | 65.27           |
| 400-642-349-00 COMPLIANCE MONITORING     | 23,000            | 1,031.38          | 11,442.38              | 0.00                | 11,557.62         | 49.75           |
| 400-642-350-00 TELEMETRY COSTS           | 18,000            | 0.00              | 18,860.56              | 8,022.40            | 8,882.96          | 149.35          |
| 400-642-399-00 PLANT MISCELLANEOUS       | 3,000             | 0.00              | 901.99                 | 0.00                | 2,098.01          | 30.07           |
| TOTAL COMMODITIES                        | 336,350           | 11,556.52         | 214,288.67             | 20,149.34           | 101,911.99        | 69.70           |
| CAPITAL OUTLAY                           |                   |                   |                        |                     |                   |                 |
| 400-642-459-00 WATER PLANT CAPITAL       | 0                 | 0.00              | 4,100.00               | 0.00                | 4,100.00          | 0.00            |
| TOTAL CAPITAL OUTLAY                     | 0                 | 0.00              | 4,100.00               | 0.00                | 4,100.00          | 0.00            |
| TOTAL WATER PLANT                        | 837,450           | 45,734.33         | 539,042.54             | 20,149.34           | 278,258.12        | 66.77           |

WATER LINES  
=====

|  |         |           |            |      |           |       |
|--|---------|-----------|------------|------|-----------|-------|
| SALARIES & BENEFITS                      |         |           |            |      |           |       |
| 400-660-103-00 T & D LINE CREW SALARIES  | 350,500 | 32,967.50 | 288,627.23 | 0.00 | 61,872.77 | 82.35 |
| 400-660-103-10 LABOR&BENEFITS CAPITALIZE | 0       | 0.00      | 0.00       | 0.00 | 0.00      | 0.00  |
| 400-660-104-00 FICA TAX                  | 26,900  | 2,540.78  | 22,231.98  | 0.00 | 4,668.02  | 82.65 |
| 400-660-105-00 HEALTH INSURANCE          | 81,000  | 4,618.68  | 59,817.01  | 0.00 | 21,182.99 | 73.85 |
| 400-660-106-00 RETIREMENT                | 35,050  | 3,296.75  | 28,862.81  | 0.00 | 6,187.19  | 82.35 |
| 400-660-109-00 ADJUST COMPENSATED ABSENC | 0       | 0.00      | 0.00       | 0.00 | 0.00      | 0.00  |
| TOTAL SALARIES & BENEFITS                | 493,450 | 43,423.71 | 399,539.03 | 0.00 | 93,910.97 | 80.97 |
| CONTRACTUAL SERVICES                     |         |           |            |      |           |       |
| 400-660-211-00 UTILITIES - ELEC,GAS,PHON | 28,000  | 2,721.92  | 20,519.38  | 0.00 | 7,480.62  | 73.28 |
| 400-660-221-00 TRAINING & CONTINUED EDUC | 1,700   | 0.00      | 609.32     | 0.00 | 1,090.68  | 35.84 |
| 400-660-226-00 UNEMPLOYMENT/COMPENSATION | 13,000  | 2,421.85  | 9,426.05   | 0.00 | 3,573.95  | 72.51 |
| TOTAL CONTRACTUAL SERVICES               | 42,700  | 5,143.77  | 30,554.75  | 0.00 | 12,145.25 | 71.56 |

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

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400-WATER

% OF YEAR COMPLETED: 75.00

| DEPARTMENTAL EXPENDITURES                | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| COMMODITIES                              |                   |                   |                        |                     |                   |                 |
| 400-660-341-00 OFFICE EXPENSE            | 4,000             | 405.99            | 4,400.29               | 0.00                | 400.29            | 110.01          |
| 400-660-342-00 MAINTENANCE GARAGE BLDG   | 3,000             | 185.37            | 1,348.28               | 0.00                | 1,651.72          | 44.94           |
| 400-660-343-00 VEHICLE MAINTENANCE       | 4,000             | 38.00             | 679.00                 | 285.00              | 3,036.00          | 24.10           |
| 400-660-343-01 LINE VEHICLE FUEL         | 11,000            | 673.44            | 8,364.63               | 0.00                | 2,635.37          | 76.04           |
| 400-660-344-00 GENERAL EQUIPMENT MAINTEN | 17,000            | 2,211.16          | 8,791.56               | 111.38              | 8,097.06          | 52.37           |
| 400-660-345-00 UNIFORMS-PERSONAL SAFETY  | 4,500             | 667.28            | 2,853.45               | 0.00                | 1,646.55          | 63.41           |
| 400-660-347-00 BOOSTER PUMP BLDG EQUIP M | 15,000            | 211.96            | 3,910.00               | 0.00                | 11,090.00         | 26.07           |
| 400-660-348-00 DISTRIBUTION TANK MAINTEN | 25,000            | 437.72            | 5,535.12               | 0.00                | 19,464.88         | 22.14           |
| 400-660-349-00 LINE MAINTENANCE MATERIAL | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-660-350-00 LINE MAINT PERMITS (DOH)  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-660-351-00 COMPLIANCE MONITORING     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-660-352-00 NEW SERVICES, UPGRADE MAT | 118,000           | 3,027.37          | 68,597.12              | 24,631.21           | 24,771.67         | 79.01           |
| 400-660-353-00 MAPPING & LINE LOCATING E | 8,000             | 3,280.58          | 8,195.58               | 0.00                | 195.58            | 102.44          |
| 400-660-354-00 FIRE SERVICE MATERIALS    | 0                 | 0.00              | 875.00                 | 0.00                | 875.00            | 0.00            |
| TOTAL COMMODITIES                        | 209,500           | 11,138.87         | 113,550.03             | 25,027.59           | 70,922.38         | 66.15           |
| NON-OPERATING EXPENSES                   |                   |                   |                        |                     |                   |                 |
| 400-660-999-00 TRAN DISTRIB MISCELLANEOU | 1,200             | 0.00              | 682.82                 | 0.00                | 517.18            | 56.90           |
| TOTAL NON-OPERATING EXPENSES             | 1,200             | 0.00              | 682.82                 | 0.00                | 517.18            | 56.90           |
| TOTAL WATER LINES                        | 746,850           | 59,706.35         | 544,326.63             | 25,027.59           | 177,495.78        | 76.23           |
| WATER METERS<br>=====                    |                   |                   |                        |                     |                   |                 |
| SALARIES & BENEFITS                      |                   |                   |                        |                     |                   |                 |
| 400-902-103-00 METER ON/OFF & MAINT LABO | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-104-00 FICA TAX                  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-105-00 HEALTH INSURANCE          | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-106-00 RETIREMENT                | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-109-00 ADJUST COMPENSATED ABSENC | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL SALARIES & BENEFITS                | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| CONTRACTUAL SERVICES                     |                   |                   |                        |                     |                   |                 |
| 400-902-221-00 TRAINING & CONTINUED EDUC | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-226-00 WORKERS COMP/ INSURANCE   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL CONTRACTUAL SERVICES               | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| COMMODITIES                              |                   |                   |                        |                     |                   |                 |
| 400-902-342-00 MAINTENANCE OF METER SHOP | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-343-00 VEHICLE MAINTENANCE       | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-343-01 METER VEHICLE FUEL        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-344-00 GENERAL EQUIPMENT MAINTEN | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-345-00 UNIFORMS-PESONAL SAFETY E | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-902-346-00 REPLACEMENT NEW METERS, P | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL COMMODITIES                        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |

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CITY OF BUCKHANNON  
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AS OF: MARCH 31ST, 2022

400-WATER

% OF YEAR COMPLETED: 75.00

| DEPARTMENTAL EXPENDITURES                | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| NON-OPERATING EXPENSES                   |                   |                   |                        |                     |                   |                 |
| 400-902-999-00 CUST SERVICE-METER READ - | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL NON-OPERATING EXPENSES             | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL WATER METERS                       | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| OFFICE/ADMIN                             |                   |                   |                        |                     |                   |                 |
| =====                                    |                   |                   |                        |                     |                   |                 |
| SALARIES & BENEFITS                      |                   |                   |                        |                     |                   |                 |
| 400-920-101-00 AD & GE SALARIES BOARD    | 22,462            | 1,400.00          | 16,011.47              | 0.00                | 6,450.53          | 71.28           |
| 400-920-103-00 AD & GE OFFICE SALARIES   | 141,900           | 11,204.96         | 103,322.92             | 0.00                | 38,577.08         | 72.81           |
| 400-920-104-00 FICA TAX                  | 12,600            | 964.10            | 8,898.98               | 0.00                | 3,701.02          | 70.63           |
| 400-920-105-00 HEALTH INSURANCE          | 25,000            | 1,355.90          | 14,761.35              | 0.00                | 10,238.65         | 59.05           |
| 400-920-106-00 RETIREMENT                | 14,100            | 1,096.09          | 9,956.36               | 0.00                | 4,143.64          | 70.61           |
| 400-920-109-00 ADJUST COMPENSATED ABSENC | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL SALARIES & BENEFITS                | 216,062           | 16,021.05         | 152,951.08             | 0.00                | 63,110.92         | 70.79           |
| CONTRACTUAL SERVICES                     |                   |                   |                        |                     |                   |                 |
| 400-920-211-00 UTILITIES - ELEC,GAS,PHON | 1,890             | 151.36            | 1,471.19               | 0.00                | 418.81            | 77.84           |
| 400-920-221-00 TRAINING & CONTINUED EDUC | 500               | 0.00              | 0.00                   | 0.00                | 500.00            | 0.00            |
| 400-920-226-00 UNEMPLOYMENT/COMPENSATION | 2,600             | 810.94            | 2,462.51               | 0.00                | 137.49            | 94.71           |
| 400-920-232-00 BOND ANNUAL FEE           | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL CONTRACTUAL SERVICES               | 4,990             | 962.30            | 3,933.70               | 0.00                | 1,056.30          | 78.83           |
| COMMODITIES                              |                   |                   |                        |                     |                   |                 |
| 400-920-341-00 MATERIALS & SUPPLIES EXPE | 25,000            | 4,531.84          | 22,060.01              | 27.57               | 2,912.42          | 88.35           |
| 400-920-343-00 VEHICLE MAINTENANCE       | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-920-347-00 GENERAL EQUIPMENT MAINTEN | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-920-348-00 MAINTENANCE & RENT-OFFICE | 10,950            | 50.00             | 11,000.00              | 0.00                | 50.00             | 100.46          |
| 400-920-349-00 AUDITING EXPENSE          | 3,000             | 0.00              | 1,241.50               | 1,000.00            | 758.50            | 74.72           |
| 400-920-350-00 PROFESSIONAL & LEGAL EXPE | 18,500            | 0.00              | 17,548.33              | 0.00                | 951.67            | 94.86           |
| 400-920-351-00 ENGINEERING EXPENSE       | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-920-352-00 PROPERTY INSURNACE        | 38,000            | 0.00              | 30,104.02              | 0.00                | 7,895.98          | 79.22           |
| 400-920-353-00 PSC ASSESSMENTS           | 10,000            | 0.00              | 9,696.60               | 0.00                | 303.40            | 96.97           |
| 400-920-369-00 CUSTOMER DEP INTEREST PAI | 700               | 0.18              | 174.79                 | 0.00                | 525.21            | 24.97           |
| TOTAL COMMODITIES                        | 106,150           | 4,582.02          | 91,825.25              | 1,027.57            | 13,297.18         | 87.47           |
| CAPITAL OUTLAY                           |                   |                   |                        |                     |                   |                 |
| 400-920-459-00 CAPITAL OUTLAY COMPUTER   | 7,500             | 385.84            | 6,719.34               | 0.00                | 780.66            | 89.59           |
| TOTAL CAPITAL OUTLAY                     | 7,500             | 385.84            | 6,719.34               | 0.00                | 780.66            | 89.59           |
| NON-OPERATING EXPENSES                   |                   |                   |                        |                     |                   |                 |
| 400-920-670-00 DEPOSIT INTEREST EXPENSE  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-920-999-00 ADM BOARD-BILLING MISC    | 44,000            | 1,284.46          | 32,054.58              | 0.00                | 11,945.42         | 72.85           |
| TOTAL NON-OPERATING EXPENSES             | 44,000            | 1,284.46          | 32,054.58              | 0.00                | 11,945.42         | 72.85           |
| TOTAL OFFICE/ADMIN                       | 378,702           | 23,235.67         | 287,483.95             | 1,027.57            | 90,190.48         | 76.18           |

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| DEPARTMENTAL EXPENDITURES                | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| BAD DEBTS                                |                   |                   |                        |                     |                   |                 |
| =====                                    |                   |                   |                        |                     |                   |                 |
| SALARIES & BENEFITS                      |                   |                   |                        |                     |                   |                 |
| 400-955-109-00 BAD DEBTS                 | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL SALARIES & BENEFITS                | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL BAD DEBTS                          | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| BOND PAYMENTS                            |                   |                   |                        |                     |                   |                 |
| =====                                    |                   |                   |                        |                     |                   |                 |
| CONTRACTUAL SERVICES                     |                   |                   |                        |                     |                   |                 |
| 400-970-221-00 WATER BOND A 2016         | 270,000           | 22,481.88         | 225,354.85             | 0.00                | 44,645.15         | 83.46           |
| 400-970-221-01 WATER BOND 2016 RESERVE   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL CONTRACTUAL SERVICES               | 270,000           | 22,481.88         | 225,354.85             | 0.00                | 44,645.15         | 83.46           |
| TOTAL BOND PAYMENTS                      | 270,000           | 22,481.88         | 225,354.85             | 0.00                | 44,645.15         | 83.46           |
| CAPITAL/PROJECTS                         |                   |                   |                        |                     |                   |                 |
| =====                                    |                   |                   |                        |                     |                   |                 |
| SALARIES & BENEFITS                      |                   |                   |                        |                     |                   |                 |
| 400-999-110-00 PAINT WATER TANKS         | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-120-00 METER READER HANDHELD UPG | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-130-00 BOAT&AC GRANT 2020        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-140-00 ISLAND AVE 6" TO REPLACE  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-163-00 PLANT LAB UPGRADE         | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-170-00 ATLANTIC CST PIPEL PASSTH | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-172-00 KENNEDY HYDRANT REPLACEME | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-173-00 MEADE - COLLEGE TO CAMDEN | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-176-00 LIGHTBURN STREET          | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-177-00 VALLEY GREEN MASTER METER | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-178-00 HYDRANT UPGRADE TO STEAME | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-187-00 BRIDGE METER SHOP TO CHEM | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-188-00 BRUSHY FORK LANE WIDENING | 40,000            | 0.00              | 0.00                   | 0.00                | 40,000.00         | 0.00            |
| 400-999-189-00 RENEW 84 METER SERVICES   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-190-00 VARIOUS OTHER PROJECTS    | 4,000             | 0.00              | 758.16                 | 0.00                | 3,241.84          | 18.95           |
| 400-999-191-00 HOUSING AUTHORITY METERIN | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-197-00 PAINTING INT N. BKH TANK  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL SALARIES & BENEFITS                | 44,000            | 0.00              | 758.16                 | 0.00                | 43,241.84         | 1.72            |
| NON-OPERATING EXPENSES                   |                   |                   |                        |                     |                   |                 |
| 400-999-602-00 INTAKE LARGE COMPRESSOR   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-612-00 WATER PLANT PROJ PHASE 1  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-613-00 KNOLLWOOD 4" TAP          | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-619-00 24 MISC VALVES TO REPLACE | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |



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|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 400-999-620-00 EMERG GEN @ BOOSTER STATI | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-621-00 PAINT INT. ST. JOE TANK   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-622-00 LEWIS LINE EXTENTION      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-623-00 CORR H SOUTH WATER LINE   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-624-00 PAINT EXT. ST. JOE TANK   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-625-00 14 NEW CITY/COUNTY HYDRAN | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-626-00 COMMERCIAL LAWNMOWER      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-627-00 GPS & LAPTOP              | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-628-00 ST JOE CHECK VALVE SYSTEM | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-665-00 DEPRECIATION FUND (NEW PL | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-666-00 VICTORIA HILL TANK        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-667-00 FILTER MEDIA REPLACEMENT  | 12,000            | 0.00              | 14,500.00              | 0.00 (              | 2,500.00)         | 120.83          |
| 400-999-668-00 REBUILD ALTITUDE AND PRV  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-669-00 EWMS GRANT EXP EARLYWARNI | 11,000            | 0.00              | 0.00                   | 0.00                | 11,000.00         | 0.00            |
| 400-999-670-00 BATTLE GREEN -BR FRK RELO | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-671-00 REPLACE FLAT METER LIDS   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-672-00 LEAK DETECTION EQUIPMENT  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-673-00 CLOW TANK BIO FILM REMOVA | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-674-00 REPLACE CREW TRUCK        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-675-00 BOOM TRUCK/SLUDGE         | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-676-00 PLANT AIR COMPRESSOR      | 25,000            | 0.00              | 0.00                   | 0.00                | 25,000.00         | 0.00            |
| 400-999-677-00 SLUDGE PUMPS              | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-678-00 PLANT FLOW METER          | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-679-00 LIME/SODA ASH FEEDER      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-680-00 VFD-H.S PUMP              | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-681-00 SCADA TANK/PUMP STATION   | 155,872           | 12,989.32         | 130,943.20             | 0.00                | 24,928.80         | 84.01           |
| 400-999-681-01 ADRIAN HODGESVILLE SCADA  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-00 RAW WATER TURB METER      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-01 PROPERTY PURCHASE 161 WOO | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-02 DRAINS IN MASTER METER PI | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-03 XREA PUMPS FOR PUMPSTATIO | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-04 SUPERVISOR TRUCK          | 29,700            | 2,193.59          | 20,821.68              | 0.00                | 8,878.32          | 70.11           |
| 400-999-682-05 BACKHOE                   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-06 CAPSTONE REPAIR WTP BLDGS | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-07 ROOFING SEAM REPAIR       | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-08 CADD SOFTWARE LICENSE     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-09 TANK MIXERS TENNERTON TAN | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-10 N BUCKHANNON TANK CAGE    | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-11 CHEMICAL PUMP             | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-682-12 DEER CREEK ONEIL LINE     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-683-00 SECURITY GATE             | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-684-00 TANK INSPECTIONS          | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-685-00 SECURITY FENCING ALL TANK | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-686-00 REBUILD ALTITUDE AND PRV  | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-687-00 FLOW METER TENNERTON      | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-688-00 MASTER METERS COLLEGE     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-689-00 DRAINS IN MASTER METER PI | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-690-00 EXTRA PUMPS FOR PS        | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-691-00 SECURITY FOR TANKS/PS     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-692-00 BACKHOE                   | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |

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

400-WATER

% OF YEAR COMPLETED: 75.00

| DEPARTMENTAL EXPENDITURES             | CURRENT<br>BUDGET | CURRENT<br>PERIOD | YEAR TO DATE<br>ACTUAL | TOTAL<br>ENCUMBERED | BUDGET<br>BALANCE | % YTD<br>BUDGET |
|---------------------------------------|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 400-999-693-00 CAPSTONE REPAIR WTP    | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-694-00 18' SILENT CHECK VALVE | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| 400-999-695-00 3 & 4 FILTER REHAB     | 0                 | 0.00              | 0.00                   | 0.00                | 0.00              | 0.00            |
| TOTAL NON-OPERATING EXPENSES          | 233,572           | 15,182.91         | 166,264.88             | 0.00                | 67,307.12         | 71.18           |
| TOTAL CAPITAL/PROJECTS                | 277,572           | 15,182.91         | 167,023.04             | 0.00                | 110,548.96        | 60.17           |
| TOTAL EXPENDITURES                    | 2,542,574         | 168,088.92        | 1,779,689.52           | 46,204.50           | 716,679.98        | 71.81           |
| REVENUE OVER/(UNDER) EXPENDITURES     | ( 365,874)        | 63,416.57         | 211,529.91 (           | 46,204.50) (        | 531,199.41)       | 45.19-          |

MARCH 2022 WATER PAYMENT OF BILLS

\$2,820.00 – SAL CHEMICAL – 40 BAGS FLUORIDE

\$4,659.00 – PHOENIX SOLUTIONS – PPAC & SODA ASH

\$3,217.50 – REGION VII PLANNING – GIS SERVICES OCT 1<sup>ST</sup> – FEB 28<sup>TH</sup>

\$2,386.00 – IWORQ – SOFTWARE ADD ONS



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

FUND: WATER

| DEPARTMENT           | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT   |
|----------------------|------------------------------|------------|----------------------|----------------------------|----------|
| RESERVIOR MANGMT DAM | MON POWER                    | 601-211-00 | UTILITIES - ELEC,GAS | 110088822306 OHIO LIFT STA | 1,432.30 |
|                      |                              | 601-211-00 | UTILITIES - ELEC,GAS | 110136713804 EWMS 262 TALL | 35.23    |
|                      |                              | 601-342-00 | MAINTENANCE RIVER IN | TOOLS FOR DECK INTAKE      | 280.25   |
|                      | LOWES BUSINESS ACCOUNTS      |            |                      | TOTAL:                     | 1,747.78 |
| WATER PLANT          | MON POWER                    | 642-211-00 | UTILITIES - ELEC, GA | 110087859879 NEW WATER TRE | 8,625.54 |
|                      | UNIFIRST CORP.               | 642-345-00 | UNIFORMS PERSONAL SA | ALL DEPT FEB & MAR 22 UNIF | 667.28   |
|                      | ENCOVA INSURANCE             | 642-226-00 | UNEMPLOYMENT/COMPENS | WCB10005474 2/2/22-3/1/22  | 376.32   |
|                      | WV PUBLIC EMPLOYEES INSURANC | 642-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HEALTH IN | 1,583.30 |
|                      |                              | 642-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 RETIREE'S | 192.00   |
|                      | MOUNTAINEER GAS COMPANY      | 642-211-00 | UTILITIES - ELEC, GA | 356643-423105 WOOD ST      | 220.78   |
|                      |                              | 642-211-00 | UTILITIES - ELEC, GA | 265523-309439 WOOD ST NEW  | 642.55   |
|                      | LOWES BUSINESS ACCOUNTS      | 642-346-00 | MAINT TREATMENT PLAN | PARTS FOR CHLORINE LINE    | 23.03    |
|                      |                              | 642-346-00 | MAINT TREATMENT PLAN | PARTS FOR CHLORINE LINE    | 32.94    |
|                      | ACE HARDWARE & CONTRACTOR SU | 642-346-00 | MAINT TREATMENT PLAN | MATLS FOR CARBON FEED ROO  | 133.94   |
|                      |                              | 642-342-00 | MAINT TREATMENT PLAN | LIGHT SWITCHES             | 19.98    |
|                      | SAL CHEMICAL INC             | 642-348-00 | CHEMICAL COSTS       | 40 BAGS FLUORIDE           | 2,820.00 |
|                      | WV MUNICIPAL LEAGUE          | 642-226-00 | UNEMPLOYMENT/COMPENS | WATER 1ST QTR 2022 UNEMPLO | 829.20   |
|                      | WV PUBLIC EMPLOYEES RETIREME | 642-106-00 | RETIREMENT           | WV RETIREMENT CONTRIBUTION | 650.80   |
|                      |                              | 642-106-00 | RETIREMENT           | WV RETIREMENT CONTRIBUTION | 746.26   |
|                      |                              | 642-106-00 | RETIREMENT           | WV RETIRE TIER2 CONTRIBUTI | 190.00   |
|                      |                              | 642-106-00 | RETIREMENT           | WV RETIRE TIER2 CONTRIBUTI | 188.00   |
|                      |                              | 642-106-00 | RETIREMENT           | WV RETIRE TIER2 CONTRIBUTI | 153.38   |
|                      | WV STATE EMERGENCY RESPONSE  | 642-349-00 | COMPLIANCE MONITORIN | PCRD-TIER II REPORT 2020 A | 179.90   |
|                      | BENNY'S BOOT HILL            | 642-344-00 | GENERAL EQUIPMENT MA | PCRD-SAFETY TOE BOOTS TOM  | 78.70    |
|                      | INDEED.COM                   | 642-341-00 | OFFICE EXPENSE       | PCRD-WATER HELP WANTED AD  | 132.57   |
|                      |                              | 642-341-00 | OFFICE EXPENSE       | PCRD-WATER HELP WANTED AD  |          |

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

FUND: WATER

| DEPARTMENT  | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT    |
|-------------|------------------------------|------------|----------------------|----------------------------|-----------|
| WATER LINES | PHOENIX SOLUTIONS LLC        | 642-341-00 | OFFICE EXPENSE       | PCRD-WATER HELP WANTED AD  | 108.22    |
|             |                              | 642-348-00 | CHEMICAL COSTS       | PPAC & SODA ASH            | 4,659.00  |
|             |                              | 642-211-00 | UTILITIES - ELEC, GA | 613-0153 7363 642-5828 514 | 190.45    |
|             | US CELLULAR                  | 642-211-00 | UTILITIES - ELEC, GA | ALL DEPT FEB 2022 GEOTABS  | 82.59     |
|             | SPRINT                       | 642-211-00 | UTILITIES - ELEC, GA | ALL DEPT FEB 2022 GEOTABS  | 182.23    |
|             | WALMART STORES INC -BUCKHANN | 642-346-00 | MAINT TREATMENT PLAN | PLANT CLEANING SUPPLIES    | 522.63    |
|             | INTERNAL REVENUE SERVICE     | 642-104-00 | FICA TAX             | FICA WITHHELD AND MATCHED  | 580.69    |
|             |                              | 642-104-00 | FICA TAX             | FICA WITHHELD AND MATCHED  | 122.23    |
|             |                              | 642-104-00 | FICA TAX             | MEDICARE WITHHELD & MATCHE | 135.81    |
|             |                              | 642-104-00 | FICA TAX             | MEDICARE WITHHELD & MATCHE | 230.00    |
|             | CLARKSBURG WATER BOARD       | 642-349-00 | COMPLIANCE MONITORIN | BAC T SAMPLES              | 253.00    |
|             |                              | 642-349-00 | COMPLIANCE MONITORIN | BACT SAMPLES MAR 2022      | 705.00    |
|             | AMAZON.COM                   | 642-346-00 | MAINT TREATMENT PLAN | PCRD-DELL COMPUTER         | 290.60    |
|             | USI INSURANCE SERVICES LLC   | 642-105-00 | HEALTH INSURANCE     | GRP BENEFIT 4TH INSTALLMEN | 13.00     |
|             | PAYFLEX                      | 642-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HSA FEES  | 35.00     |
|             | LYNX WV INC                  | 642-211-00 | UTILITIES - ELEC, GA | MAR 2022 ANTENNA RENTAL    | 175.31    |
|             | ZORO.COM                     | 642-346-00 | MAINT TREATMENT PLAN | "PCRD-1 1/2"" BALL VALVES" | 62.57     |
|             | AT&T MOBILITY                | 642-211-00 | UTILITIES - ELEC, GA | 304-997-9091 JERRY MYERS   | 310.92    |
|             | DENNIS SALES & SERVICE, INC. | 642-346-00 | MAINT TREATMENT PLAN | CHLORINE LINE SUPPLIES     | 263.62    |
|             | WORLD FUEL SERVICES, INC.    | 642-343-00 | VEHICLE MAINTENANCE  | WATER FUEL BILL FEB 2022   | 395.00    |
|             | FAIRWAY LABORATORIES, INC.   | 642-349-00 | COMPLIANCE MONITORIN | FLUORIDE; THM; HAA5        | 35.46     |
|             | FRONTIER                     | 642-211-00 | UTILITIES - ELEC, GA | 472-8628-030719-4 WAT FAX  | 60.96     |
|             |                              | 642-211-00 | UTILITIES - ELEC, GA | 472-2530-101615-4 WATER    | 50.45     |
|             |                              | 642-211-00 | UTILITIES - ELEC, GA | 30401156600826024 WAT TELE | 32.50     |
|             | IDENTOGO                     | 642-341-00 | OFFICE EXPENSE       | BACKGRND CK E THOMASON     | 17,750.62 |
|             | **PAYROLL EXPENSES           |            |                      | 3/01/2022 - 3/31/2022      |           |
|             |                              |            |                      | TOTAL:                     | 45,734.33 |
| WATER LINES | MON POWER                    | 660-211-00 | UTILITIES - ELEC,GAS | 110085340724 BRUSHY FORKP  | 165.90    |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110088895773 TANK #3       | 6.74      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110117519980 2425 BRUSHY F | 5.11      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110152507908 300 CLARKSBUR | 7.95      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110085818216 DEERCKBOOSTER | 143.69    |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110085973250 RT 3          | 5.00      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110085813894 DEERCKTANK    | 6.99      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110088788390 HIGH SCHOOL   | 1,011.68  |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110100156634 ST JOE TOWER  | 7.70      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110114638833 VICTORIA HILL | 8.15      |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 110117519956 2412 RTE 20 S | 6.63      |
|             | UNIFIRST CORP.               | 660-345-00 | UNIFORMS-PERSONAL SA | ALL DEPT FEB & MAR 22 UNIF | 667.28    |
|             | REGION VII PLANNING PDC      | 660-353-00 | MAPPING & LINE LOCAT | GIS SVC 10/1/21-2/28/22    | 3,217.50  |
|             | RITE-WAY HEATING & PLUMBING  | 660-342-00 | MAINTENANCE GARAGE B | URINAL REPAIR KIT          | 40.38     |
|             |                              | 660-342-00 | MAINTENANCE GARAGE B | SLOAN FLUSH VALVE          | 144.99    |
|             | ENCOVA INSURANCE             | 660-226-00 | UNEMPLOYMENT/COMPENS | WCB10005474 2/2/22-3/1/22  | 752.64    |
|             | EXXON                        | 660-343-01 | LINE VEHICLE FUEL    | PCRD-GAS FOR LEASE TRK     | 56.03     |
|             | WV PUBLIC EMPLOYEES INSURANC | 660-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HEALTH IN | 3,684.60  |
|             |                              | 660-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 RETIREE'S | 336.00    |
|             |                              | 660-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 RETIREE'S | 144.00    |
|             | MOUNTAINEER GAS COMPANY      | 660-211-00 | UTILITIES - ELEC,GAS | 356643-423105 WOOD ST      | 220.78    |
|             |                              | 660-211-00 | UTILITIES - ELEC,GAS | 265523-309439 WOOD ST NEW  | 642.55    |
|             | AUTO ZONE                    | 660-343-00 | VEHICLE MAINTENANCE  | PCRD-STEP HITCH            | 38.00     |
|             | MISS UTILITY OF WEST VIRGINI | 660-353-00 | MAPPING & LINE LOCAT | FEB 2022 LOCATE MESSAGES   | 46.50     |
|             | LOWES BUSINESS ACCOUNTS      | 660-352-00 | NEW SERVICES, UPGRAD | WRAP FOR METER BARRELS     | 53.19     |
|             |                              | 660-344-00 | GENERAL EQUIPMENT MA | SUPPLIES DECK INTAKE& GEN  | 625.09    |
|             |                              | 660-344-00 | GENERAL EQUIPMENT MA | SUPPLIES DECK INTAKE& GEN  | 890.10    |

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

FUND: WATER

| DEPARTMENT   | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT    |
|--------------|------------------------------|------------|----------------------|----------------------------|-----------|
|              |                              | 660-348-00 | DISTRIBUTION TANK MA | SUMP PUMP FOR CLOW TANK    | 368.60    |
|              | BRUFFEY TRUCKING INC         | 660-352-00 | NEW SERVICES, UPGRAD | 3/4 CRUSH AND RUN STONE    | 490.80    |
|              | ACE HARDWARE & CONTRACTOR SU | 660-352-00 | NEW SERVICES, UPGRAD | PCRD-POSTAGE TO MAIL RAIDO | 39.70     |
|              | CRISS SALES & SERVICE        | 660-344-00 | GENERAL EQUIPMENT MA | PARTS FOR SAW              | 254.97    |
|              | WV MUNICIPAL LEAGUE          | 660-226-00 | UNEMPLOYMENT/COMPENS | WATER 1ST QTR 2022 UNEMPLO | 1,669.21  |
|              | WV PUBLIC EMPLOYEES RETIREME | 660-106-00 | RETIREMENT           | WV RETIREMENT CONTRIBUTION | 1,397.83  |
|              |                              | 660-106-00 | RETIREMENT           | WV RETIREMENT CONTRIBUTION | 1,418.92  |
|              |                              | 660-106-00 | RETIREMENT           | WV RETIRE TIER2 CONTRIBUTI | 240.00    |
|              |                              | 660-106-00 | RETIREMENT           | WV RETIRE TIER2 CONTRIBUTI | 240.00    |
|              | FERGUSON WATERWORKS          | 660-352-00 | NEW SERVICES, UPGRAD | MATERIALS FOR STOCK        | 1,005.00  |
|              | BUCKHANNON DISCOUNT TIRE INC | 660-344-00 | GENERAL EQUIPMENT MA | TIRES FOR AIR COMPRESSOR   | 226.00    |
|              | INDEED.COM                   | 660-341-00 | OFFICE EXPENSE       | PCRD-WATER HELP WANTED AD  | 45.00     |
|              |                              | 660-341-00 | OFFICE EXPENSE       | PCRD-WATER HELP WANTED AD  | 164.89    |
|              |                              | 660-341-00 | OFFICE EXPENSE       | PCRD-WATER HELP WANTED AD  | 166.13    |
|              | CORE & MAIN LP               | 660-344-00 | GENERAL EQUIPMENT MA | PUMPS                      | 215.00    |
|              |                              | 660-352-00 | NEW SERVICES, UPGRAD | MATERIALS FOR STOCK        | 255.84    |
|              |                              | 660-352-00 | NEW SERVICES, UPGRAD | MATERIALS FOR STOCK        | 237.02    |
|              |                              | 660-352-00 | NEW SERVICES, UPGRAD | PARTS FOR FIRE HYD MAINST  | 725.82    |
|              |                              | 660-352-00 | NEW SERVICES, UPGRAD | METER LOCKS & KEY WRENCH   | 220.00    |
|              | TRACTOR SUPPLY CREDIT PLAN   | 660-347-00 | BOOSTER PUMP BLDG EQ | PCRD-RUBBER MATS AIRPORT B | 211.96    |
|              | US CELLULAR                  | 660-211-00 | UTILITIES - ELEC,GAS | 613-0153 7363 642-5828 514 | 190.45    |
|              | SPRINT                       | 660-211-00 | UTILITIES - ELEC,GAS | ALL DEPT FEB 2022 GEOTABS  | 82.59     |
|              | CRITES ELECTRICAL SUPPLY INC | 660-348-00 | DISTRIBUTION TANK MA | REPAIR SCADA BOX CLOW TNK  | 69.12     |
|              | WALMART STORES INC -BUCKHANN | 660-341-00 | OFFICE EXPENSE       | PCRD-BROTHER WHITE LABEL T | 29.97     |
|              | INTERNAL REVENUE SERVICE     | 660-104-00 | FICA TAX             | FICA WITHHELD AND MATCHED  | 1,020.16  |
|              |                              | 660-104-00 | FICA TAX             | FICA WITHHELD AND MATCHED  | 1,039.02  |
|              |                              | 660-104-00 | FICA TAX             | MEDICARE WITHHELD & MATCHE | 238.59    |
|              |                              | 660-104-00 | FICA TAX             | MEDICARE WITHHELD & MATCHE | 243.01    |
|              | USI INSURANCE SERVICES LLC   | 660-105-00 | HEALTH INSURANCE     | GRP BENEFIT 4TH INSTALLMEN | 348.72    |
|              |                              | 660-105-00 | HEALTH INSURANCE     | GRP BENEFIT 4TH INSTALLMEN | 72.86     |
|              | PAYFLEX                      | 660-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HSA FEES  | 29.25     |
|              |                              | 660-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HSA FEES  | 3.25      |
|              | AT&T MOBILITY                | 660-211-00 | UTILITIES - ELEC,GAS | 304-642-5819 KELLY ARNOLD  | 63.13     |
|              | WORLD FUEL SERVICES, INC.    | 660-343-01 | LINE VEHICLE FUEL    | WATER FUEL BILL FEB 2022   | 617.41    |
|              | NORMAN CAMERA COMPANY LLC    | 660-353-00 | MAPPING & LINE LOCAT | PCRD-GPS EQUIPMENT-PADDED  | 16.58     |
|              | FRONTIER                     | 660-211-00 | UTILITIES - ELEC,GAS | 472-8628-030719-4 WAT FAX  | 35.47     |
|              |                              | 660-211-00 | UTILITIES - ELEC,GAS | 472-2530-101615-4 WATER    | 60.96     |
|              |                              | 660-211-00 | UTILITIES - ELEC,GAS | 30401156600826024 WAT TELE | 50.45     |
|              | **PAYROLL EXPENSES           |            |                      | 3/01/2022 - 3/31/2022      | 32,967.50 |
|              |                              |            |                      | TOTAL:                     | 59,706.35 |
| OFFICE/ADMIN | OMEGA RAIL MANAGEMENT, INC   | 920-348-00 | MAINTENANCE & RENT-O | PVT CRSSING WAT INTAKE OHI | 50.00     |
|              | RALSTON PRESS INC            | 920-341-00 | MATERIALS & SUPPLIES | WINDOW ENVELOPES           | 101.85    |
|              | ENCOVA INSURANCE             | 920-226-00 | UNEMPLOYMENT/COMPENS | WCB10005474 2/2/22-3/1/22  | 156.60    |
|              | WV PUBLIC EMPLOYEES INSURANC | 920-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HEALTH IN | 1,106.42  |
|              |                              | 920-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 RETIREE'S | 112.00    |
|              | MICROSOFT STORE              | 920-341-00 | MATERIALS & SUPPLIES | PCRD-MICROSOFT LICENSE SHA | 40.12     |
|              | WV MUNICIPAL LEAGUE          | 920-226-00 | UNEMPLOYMENT/COMPENS | WATER 1ST QTR 2022 UNEMPLO | 654.34    |
|              | WV PUBLIC EMPLOYEES RETIREME | 920-106-00 | RETIREMENT           | WV RETIREMENT CONTRIBUTION | 537.60    |
|              |                              | 920-106-00 | RETIREMENT           | WV RETIREMENT CONTRIBUTION | 530.80    |
|              |                              | 920-106-00 | RETIREMENT           | WV RETIRE TIER2 CONTRIBUTI | 27.69     |
|              | BUCKHANNON POSTMASTER        | 920-341-00 | MATERIALS & SUPPLIES | PERMIT #10 POSTAGE         | 750.00    |
|              | PAYROLL ACCOUNT (ALL DEPTS)  | 920-341-00 | MATERIALS & SUPPLIES | FEB 2022 AA FEES           | 164.28    |
|              | COLLECTION ACCOUNT           | 920-341-00 | MATERIALS & SUPPLIES | FEB 2022 CREDIT CARD FEES  | 1,070.09  |
|              |                              |            |                      |                            |           |
|              |                              |            |                      |                            |           |

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

FUND: WATER

| DEPARTMENT       | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT    |
|------------------|------------------------------|------------|----------------------|----------------------------|-----------|
|                  | TOSHIBA FINANCIAL SERVICES   | 920-999-00 | ADM BOARD-BILLING MI | CITY HALL COPIER LEASE MAR | 144.01    |
|                  | US POSTAL SERVICE            | 920-999-00 | ADM BOARD-BILLING MI | PCRD-POSTAGE TO MAIL AUDIT | 9.24      |
|                  | WASTE COLLECTION BOARD       | 920-999-00 | ADM BOARD-BILLING MI | CORR POST ERR EXTRA TAGS   | 3.72      |
|                  | RAVEN ROCK NETWORKS INC      | 920-999-00 | ADM BOARD-BILLING MI | IT SERVICE CONTRACT MAR 20 | 212.50    |
|                  | CITIZENS BANK OF WV          | 920-459-00 | CAPITAL OUTLAY COMPU | APR 2022 COMPUTER SERV PYM | 385.84    |
|                  | US CELLULAR                  | 920-211-00 | UTILITIES - ELEC,GAS | 642-1651 613-0113 0002     | 61.86     |
|                  | INTERNAL REVENUE SERVICE     | 920-104-00 | FICA TAX             | FICA WITHHELD AND MATCHED  | 452.35    |
|                  |                              | 920-104-00 | FICA TAX             | FICA WITHHELD AND MATCHED  | 329.03    |
|                  |                              | 920-104-00 | FICA TAX             | MEDICARE WITHHELD & MATCHE | 105.78    |
|                  |                              | 920-104-00 | FICA TAX             | MEDICARE WITHHELD & MATCHE | 76.94     |
|                  | AMAZON.COM                   | 920-999-00 | ADM BOARD-BILLING MI | PCRD-MONITOR               | 47.50     |
|                  |                              | 920-341-00 | MATERIALS & SUPPLIES | PCRD-2 WIRELESS MOUSE      | 7.00      |
|                  |                              | 920-999-00 | ADM BOARD-BILLING MI | PCRD-EMPLOYEE FOLDERS INK  | 37.41     |
|                  |                              | 920-341-00 | MATERIALS & SUPPLIES | PCRD-PAPER TOWELS          | 7.50      |
|                  | IWORQ                        | 920-341-00 | MATERIALS & SUPPLIES | SOFTWARE ADD ONS           | 2,386.00  |
|                  | USI INSURANCE SERVICES LLC   | 920-105-00 | HEALTH INSURANCE     | GRP BENEFIT 4TH INSTALLMEN | 130.98    |
|                  | PAYFLEX                      | 920-105-00 | HEALTH INSURANCE     | WATER MARCH 2022 HSA FEES  | 6.50      |
|                  | UPSHUR COUNTY CLERK          | 920-999-00 | ADM BOARD-BILLING MI | FILE CLAIM RUBLE ESTATE    | 5.00      |
|                  |                              | 920-999-00 | ADM BOARD-BILLING MI | FILE CLAIM SHAFFER ESTATE  | 5.00      |
|                  | FP MAILING SOLUTIONS         | 920-999-00 | ADM BOARD-BILLING MI | PCRD-POSTAGE FOR POSTAGE M | 129.38    |
|                  | PDF FILLER                   | 920-341-00 | MATERIALS & SUPPLIES | PCRD-PDF FILER MNTHLY SUBS | 5.00      |
|                  | U.S. POSTAL SERVICE (CMRS-FP | 920-999-00 | ADM BOARD-BILLING MI | MARCH 2022 PSTG 2ND PYMT   | 250.00    |
|                  |                              | 920-999-00 | ADM BOARD-BILLING MI | MARCH 2022 POSTAGE         | 250.00    |
|                  | FP FINANCE PROGRAM           | 920-999-00 | ADM BOARD-BILLING MI | MAILER & INSERTER PYMT MAR | 144.06    |
|                  | ROSSMAN & CO/PCB CORP        | 920-999-00 | ADM BOARD-BILLING MI | DEBT COLLECTION FEB 2022   | 19.52     |
|                  | FRONTIER                     | 920-211-00 | UTILITIES - ELEC,GAS | 472-1651-101515-4 CITY HAL | 65.32     |
|                  |                              | 920-211-00 | UTILITIES - ELEC,GAS | 304-003-2273-060600-4      | 24.18     |
|                  | SUDDENLINK                   | 920-999-00 | ADM BOARD-BILLING MI | CITY HALL INTERNET MARCH 2 | 27.12     |
|                  | **PAYROLL EXPENSES           |            |                      | 3/01/2022 - 3/31/2022      | 12,604.96 |
|                  |                              |            |                      | TOTAL:                     | 23,235.49 |
| BOND             | MUNICIPAL BOND COMM OF WV    | 970-221-00 | WATER BOND A 2016    | WATER BOND A PYMT MARCH 20 | 22,481.88 |
|                  |                              |            |                      | TOTAL:                     | 22,481.88 |
| CAPITAL/PROJECTS | J.P. MORGAN EQUIPMENT FINAN  | 999-681-00 | SCADA TANK/PUMP STAT | WAT APR 22 SCADA/ METER PY | 12,989.32 |
|                  | ENTERPRISE FM TRUST          | 999-682-04 | SUPERVISOR TRUCK     | 25H3G4 21 RAM 1500 LEASE P | 862.59    |
|                  |                              | 999-682-04 | SUPERVISOR TRUCK     | 23W5D4 2021 NISSAN LEASE P | 322.35    |
|                  |                              | 999-682-04 | SUPERVISOR TRUCK     | 23W5D8 2021 NISSAN LEASE P | 364.29    |
|                  |                              | 999-682-04 | SUPERVISOR TRUCK     | 23W5DC 2021 NISSAN LEASE P | 322.18    |
|                  |                              | 999-682-04 | SUPERVISOR TRUCK     | 23W5DG 2021 NISSAN LEASE P | 322.18    |
|                  |                              |            |                      | TOTAL:                     | 15,182.91 |

Mrs. Jenkins also provided an overview of the proposed budget that was part of the meeting packet. She asked that the Board members spend time reviewing this prior to the next meeting. No action on this was necessary at this time.

**Motion to approve the March 2022 financial report was made by Thomas/Nestor. Motion carried.**

**D. Department Report**

**D.1 Water Department Report-** Kelly Arnold provided an overview on the department activities, equipment maintenance, equipment concerns and necessary equipment repairs along with the following highlights:



- Water leaks-0
- Weekly safety meetings.
- Locates.
- Renewed service -0
- New Services-3
- Residential meters changed-0
- Residential meters tested-0
- Public Service District meters tested-0
- Added filter media to filter #1
- All meters were read in system
- Mission board replaced in service room
- Exposed 12” line and fittings at Tennerton tank for repairs
- Mission issues at Tennerton tank site
- Working on deck for generator controls at intake building
- Chlorine line and regulators replaced
- Flow test Battle Green site Brushy Fork
- Green house water line installed Mudlick Road
- Backflow installed at Street Department Mudlick Road
- All filter media is complete
- Fire service for Battle Green complete
- Clearing brush and grass from right of ways and tank sites
- Clearing meter barrel lids.
- Continuing to paint hydrants.
- Cleaning out valve boxes
- Repair meter barrels
- Maintenance booster stations.
- GPS valves, services, leaks for the past year.
- 60.7 million gallons of water was treated for the month of March 1.96 million a day.
- Cost per million gallon treated for March \$168
- 72,875 gallons of water hauled from the plant.
- Off & On Reports/ Customer complaints answered – 257
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment

Month: Mar-22

|                                |       |      | Monthly<br>Total     | Y-T-D           |               |
|--------------------------------|-------|------|----------------------|-----------------|---------------|
| Million Gallons Treated:       |       |      | 60.7                 | 553.26          |               |
| Total Chemical Treatment Cost: |       |      | 10197.86             | 104775.2        |               |
| Cost per Million Gallons:      |       |      | 168.0042             | 189.3778        |               |
|                                |       |      |                      |                 |               |
| Chemical                       | Cost  | Unit | Amount<br>Used (lbs) | Monthly<br>Cost | Y-T-D<br>Cost |
| Carbon                         | 1.25  | lb   | 0                    | 0               | 4675          |
| Chlorine                       | 0.91  | lb   | 1260                 | 1146.6          | 7072.47       |
| Fluoride                       | 1.39  | lb   | 400                  | 556             | 4118.5        |
| KMnO4                          | 3.05  | lb   | 191.5                | 584.075         | 11881.38      |
| NaMnO4                         | 1.4   | lb   |                      | 0               | 0             |
| Lime                           | 0.2   | lb   | 1800                 | 360             | 2847          |
| Premier Pac                    | 0.44  | lb   | 9672                 | 4255.68         | 40738.31      |
| Soda Ash                       | 0.390 | lb   | 5900                 | 2301            | 26197         |
| Sodium Hex                     | 2.21  | lb   | 450                  | 994.5           | 7245.5        |
| Smart-Phos                     | 14.16 | GAL  | 0                    | 0               | 0             |
|                                |       |      |                      | 10197.86        | 104775.2      |



Unaccounted For Water through June 30, 2022

|         | Produced (a.) | Plant Loss (b.) | istribution Loss (c.) | Sold to City (d.) | Sold to PSDs (e.) | Percent Loss |
|---------|---------------|-----------------|-----------------------|-------------------|-------------------|--------------|
| Jul-21  | 63,092,345    | 1,273,249       | 1,453,257             | 20,758,700        | 31,918,700        | 12.19%       |
| Aug-21  | 64,191,383    | 1,186,409       | 1,101,428             | 22,210,200        | 34,854,300        | 7.54%        |
| Sep-21  | 58,915,838    | 1,056,855       | 502,000               | 21,821,300        | 30,599,300        | 8.38%        |
| Oct-21  | 59,852,141    | 1,057,882       | 1,595,000             | 21,708,900        | 28,161,700        | 12.24%       |
| Nov-21  | 59,805,219    | 994,432         | 409,000               | 21,785,800        | 29,547,500        | 11.82%       |
| Dec-21  | 60,552,732    | 1,034,583       | 605,000               | 19,963,500        | 30,302,100        | 14.28%       |
| Jan-22  | 66,604,849    | 1,143,583       | 595,600               | 19,104,900        | 29,409,800        | 24.55%       |
| Feb-22  | 60,528,035    | 969,599         | 9,665,275             | 22,862,900        | 33,930,400        | -11.40%      |
| Mar-22  | 60,709,014    | 952,969         | 45,500                | 22,095,800        | 31,790,700        | 9.59%        |
| Apr-22  |               |                 |                       |                   |                   | #DIV/0!      |
| May-22  |               |                 |                       |                   |                   | #DIV/0!      |
| Jun-22  |               |                 |                       |                   |                   | #DIV/0!      |
| Totals: | 554,251,556   | 9,669,561       | 15,972,060            | 192,312,000       | 280,514,500       | 10.06%       |

Board members Nestor, Reger, Thomas and Recorder Sanders had questions regarding the long-term problems and concerns about deferred maintenance, which Kelly Arnold addressed.

**D.2 ARPA Project Update:** Mayor Skinner asked for a report on the *D.2 ARPA Projects Update*. City Engineer Jay Hollen provided the update noting that following the bids opening for the Tennerton Water Tank Painting Project, the cost will be coming in much less than the original estimates of \$716,125. If all goes well, it could come in even lower, but there are no guarantees. We are working with the other ARPA Projects that have had work orders approved.

ARPA Update

POTESTA

POTESTA & ASSOCIATES, INC. - Engineers and Environmental Consultants

7012 MacCorkle Avenue, S.E., Charleston, West Virginia 25304 - (304) 342-1400; FEIN 31-1509066

RECEIVED APR 07 2022

D2

CITY OF BUCKHANNON

70 E MAIN STREET

BUCKHANNON, WV 26201

Invoice Number:

164490

Project Name:

BUCKHANNON- On-Call Services

Project #:

0102-21-0235

Date:

3/31/2022

Scope of Work:

Phase 050 - Tennerton Booster Station

Task Order Total:

\$ 60,000.00

Percent Complete:

50% x \$ 60,000.00

Amount Previously Invoiced:

\$ 0.00

Total Invoices to Date:

\$ 30,000.00

Total This Invoice:

\$ 30,000.00

Invoice for services rendered through March 26, 2022.

Invoice Total

30,000.00

ARPA Update

POTESTA

POTESTA & ASSOCIATES, INC. - Engineers and Environmental Consultants

7012 MacCorkle Avenue, S.E., Charleston, West Virginia 25304 - (304) 342-1400; FEIN 31-1509066

RECEIVED APR 07 2022

D2

CITY OF BUCKHANNON

70 E MAIN STREET

BUCKHANNON, WV 26201

Invoice Number:

164489

Project Name:

BUCKHANNON- On-Call Services

Project #:

0102-21-0235

Date:

3/31/2022

Scope of Work:

Phase 040 - Tennerton Tank Painting

Task Order Total:

\$ 30,000.00

Percent Complete:

75% x \$ 30,000.00

Amount Previously Invoiced:

\$ 0.00

Total Invoices to Date:

\$ 22,500.00

Total This Invoice:

\$ 22,500.00

Invoice for services rendered through March 26, 2022.

Invoice Total

22,500.00

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

### **E.1 Mt Hope Water Association Meeting Minutes- February 2022**

Mt Hope Water Association Minutes

Board of Directors Meeting Monday February 21, 2022

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday February 21 at 6:00 pm, at the Mt Hope Water Office. The meeting was called to order by President Donnie Tenney, board members in attendance were, Brian Elmore, Tom Davis, Deborah Cvechko, Navonda Tenney, Marcella Kelley and Nicholas Cutright. Also in attendance were Secretary/Treasurer Laurie Adams, Chief Operator Jeff May, Operator's Assistant Doug Woods and Delmuth Kelley.

Minutes from the previous Regular Meeting were approved, a motion was made by Marcella, motion carried. The Treasurer's Report was presented along with the past month's bank statements, they were accepted for audit. The Water Loss Report was presented and approved. The Truck Report was presented and approved. The Mt Hope Monthly Report was presented and approved. The Operator's Report was presented by Jeff. An update of the Tallmansville Rd PRV was again included in the report. The leak adjustment that was presented was approved, a motion was made by Nicholas, motion carried.

Atlas has repaired a setter damaged by a customer. Any balance due to the customer will go toward their unpaid final bill. A customer had requested information about water testing, the Fairmont OEHS office conducted that test for free and sent us the results.

Melvin "Doug" Woods was introduced to the board as our part-time Operator's Assistant. Laurie and Jeff discussed the new Lead and Copper Rule Revisions. It is our year to test, we will get through that and continue to work on the information the new rules require and include a questionnaire in our yearly mailing. The Independent Audit and Annual Report were on hand for review. Discussion about the American Rescue Plan funding from the Upshur County Commission was once again discussed. Laurie will inquire with vendors about updated quotes and request more information from Horner Brothers concerning two of the projects. The hearing for Mr Thrain was to be on February 15, 2022 regarding stealing water and damaging equipment, there has been no further word from the court system. The board also received an article from the local newspaper which included Mr Zickefoose's arrest, which included stealing water from Mt Hope Water. The restitution we are to receive monthly is behind and future court action may have to take place.

There being no further business, the meeting was adjourned at 7:47, motion made by Marcella, motion carried.

Submitted by: Laurie Adams

### **E.2 Elkins Road P.S.D. Meeting Minutes-February 2022**

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
February 8, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, February 8, 2022.

Chair, Carey Wagner, called the meeting to order at 5:00 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-Larry Heater and Board Member-David Burr

Staff Present were: Office Manager-Carolyn Douglas; Billing Specialist-Linzy Wilson; System Operator-David Wamsley (Phone in)

Phone in participants: Greg Belcher, CTG and Cary Smith, Region VII

Unless otherwise stated all motions passed by vote 3-0.

Recognize that three (3) customers were present.

#### **APPROVAL OF MINUTES**

Minutes of January 4, 2021 Regular Monthly Meeting and October 26, 2021 Special Meeting were presented for approval. **Larry Heater made a motion to approve the minutes. David Burr seconded. Motion carried**

#### **APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE**

Carey Wagner presented the Financial Report. **Larry Heater made a motion to approve the financial report and pay the bills to date. Seconded by David Burr. Motion carried**

#### **QUICK DAMAGE CLAIM/LAWSUITS**

No updates

**ELECTION OF 2022 OFFICERS**

The election of officers went as follows; **a motion was made for Carey Wagner to remain Chair/Treasurer and David Burr to become the new secretary by Larry Heater. Seconded by David Burr. Motion carried**

**RESIGNATION OF LARRY HEATER**

Larry Heater presented a resignation letter to the Board effective at the end of this meeting. **Carey Wagner made a motion to accept the resignation. David Burr seconded. Motion carried**

**2022 HOLIDAY SCHEDULE**

After some discussion and a few changes to the 2022 holiday schedule, **a motion was made by Larry Heater to approve the 2022 Holiday Schedule. David Burr seconded. Motion carrier**

**PHASE III EXTENSION PROJECT**

Cary Smith with Region VII presented SCBG Request # 20 in the amount of \$163.86 for SCBG and \$6,750.00 for IJDC for a total of \$6,913.86. **David Burr made a motion to approve and make payments. Carey Wagner seconded. Motion carried**

Greg Belcher gave some information on remaining items to be completed in this extension. He said he is also waiting on quotes for some of these items and will let us know as soon as he has them.

**POTENTIAL VIOLATION – QUARTERLIES – TTHM’S & HAA5’S – PACE LABS**

Carolyn Douglas informed the Board that she had received a potential violation notification for the quarterlies which were taken to PACE on 11/16/21 but which we didn’t receive any results for until 1/21/22. Though this is in no way the fault of the PSD we are still receiving a violation; the results we did receive were good. We have switched labs and hope it doesn’t happen again.

**MAINTENANCE**

Dave Wamsley gave the January Maintenance Report. We repaired two leaks last month, one main line and one service line. Since water loss is creeping up again will have to see if we can locate other leaks in the system and get them repaired to bring it back down.

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Carey Wagner. Meeting adjourned at 6:31 p.m.**

The next meeting will be held on Tuesday, March 8, 2022 at 5:00 p.m.

Respectfully submitted: ERPSD Board of Directors Secretary, Larry J Heater//CD

Approved By:

|                       |            |              |
|-----------------------|------------|--------------|
| Board Chair/Treasurer | Secretary  | Board Member |
| Carey Wagner          | David Burr |              |

**E.3 Refund of Monies-Waterline Extension Project-Leeson Drive Development-Patrick Martin**



City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

March 8, 2022

Mr. Patrick Martin  
BM Properties, LLC  
P O Box 721  
Buckhannon, WV 26201

**Re: Refund of Monies – Waterline Extension Project  
Leeson Drive Development  
Per the Main Line Extension Agreement dated July 14, 2015**

Dear Mr. Martin,

Bases upon the active water accounts at the Leeson Drive Development that were active for the past six (6) months and per the requirements of the executed Main Line Extension Agreement dated July 14, 2015, I recommend that a total reimbursement payment be made to BM Properties, LLC in the amount of \$884.52, which includes \$505.44 for the four (4) active water accounts within the Leeson Drive Development that have been active for the past six (6) months and \$379.08 for the active water account associated with the City of Buckhannon Water Department's water meter -0206 (also identified as Lot 3 Meter 2) from June 14, 2018 through June 10, 2019 and from August 21, 2021 through February 24, 2022 that was not previously reimbursed.

Also, the water accounts for 119 and 121 Leeson Drive will be removed from all future reimbursements due to the fact that those accounts have reached their five-year reimbursement period and are considered paid-in-full per the executed Main Line Extension Agreement dated July 14, 2015.

Please note that the next biannual reimbursement payment will be made on, or around, September 8, 2022. The amount of the reimbursement payment will depend upon the number of active water accounts within the development but it is anticipated that the reimbursement will include the active water accounts for the three (3) water meter services along Leeson Drive and will total approximately \$379.08 (\$126.36 per each water usage account times (3) accounts).

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

Sincerely,

  
James S. Hollen, III, PE  
City Engineer

c: Mayor Robert N. Skinner, III  
Water Board Members  
Jerry Arnold – Director of Public Works  
Kelly Arnold – Water Department Supervisor

## E.4 Letter from WVDEP RE: Water Use Program –Reporting Water Withdrawals for 2021



west virginia department of environmental protection

Water Use Program  
601 57<sup>th</sup> Street SE  
Charleston, WV 25304

Harold Ward, Cabinet Secretary  
[dep.wv.gov](http://dep.wv.gov)

March 9, 2022

Dear Prospective Large Quantity Water User,

The Water Use Program of the West Virginia Department of Environmental Protection (DEP) wants to remind any large quantity water users about reporting water withdrawals for 2021.

Per the Water Resources Protection and Management Act (W. Va. Code §22-26), any entity that withdraws over 300,000 gallons of water in any thirty-day period from the state's water resources (surface or groundwater) and anyone who bottles water for resale, regardless of the quantity withdrawn, is considered a Large Quantity User (LQU). Farm use, including watering livestock or poultry, is excluded, although farms or other users below the threshold may voluntarily report water withdrawals to assist with the accuracy of the water use survey.

It is the legal responsibility of any LQU to report their total monthly water withdrawals to the DEP each year as part of a water resources protection survey. The 2021 LQU surveys for water withdrawals between January 1 and December 31, 2021 must be submitted between January 1 and March 31, 2022 through the DEP's online Electronic Submission System (ESS). If you have already submitted your LQU survey this year with last year's water withdrawal information in ESS, thank you! If we have any follow-up questions on the provided information upon review, you will hear from us soon.

Please contact the Water Use Program with any LQU survey, ESS or related questions by emailing [DEP.Water.Use@wv.gov](mailto:DEP.Water.Use@wv.gov) with "LQU Survey" in the subject line. Additional information is also available online at <https://dep.wv.gov/WWE/wateruse/AnnualCertification-LargeQuantityUsers/Pages/default.aspx> We are ready to assist you in completing this requirement.

Thank you for your cooperation in support of the LQU report, Water Use Program and West Virginia Water Resources Protection and Management Act.

Sincerely,



Emiko Hori,  
Water Use Program  
Division of Water and Waste Management  
West Virginia Department of Environmental Protection

## E.5 Buckhannon Water Board Consumer Confidence Report (CCR) Annual Drinking Water Quality Report 2022

Buckhannon Water Board WV3304902  
Consumer Confidence Report 2022  
Covering Calendar Year 2021

<https://buckhannonwv.org/buckhannon-water-department/>

Published Record Delta Run dates May 10, May 17, 2022

BUCKHANNON WATER BOARD

WV3304902

Consumer Confidence Report – 2022

Covering Calendar Year – 2021

This brochure is a snapshot of the quality of the water that we provided last year. Included are the details about where your water comes from, what it contains, and how it compares to Environmental Protection Agency (EPA) and state standards. We are committed to providing you with information because informed customers are our best allies. If you would like to observe the decision-making process that affect drinking water quality, please call KELLY ARNOLD at 304-472-1651 Ext: 1000.

Your water comes from :

| Source Name             | Source Water Type |
|-------------------------|-------------------|
| INTAKE-BUCKHANNON RIVER | Surface Water     |

| Buyer Name                                    | Seller Name |
|---|-------------|
| There are no additional purchases to display. |             |

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as those with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) included rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in sources water before we treat it include:

There are no additional required health effects violation notices.

| Water System  | Type | Category | Analyte | Compliance Period |
|---|------|----------|---------|-------------------|
| No Violations Occurred in the Calendar Year of 2021 |      |          |         |                   |

There are no additional required health effects violation notices.

There are no additional required health effects notices.

Your CCR is available at [WWW://www.buckhannonwv.org](http://www.buckhannonwv.org) . To receive a paper copy in the mail, please contact us at the phone number above.

|                         |     |      |     |      |
|-------------------------|-----|------|-----|------|
| 02/01/2021 - 02/28/2021 | 1.6 | MG/L | 1.3 | MG/L |
|-------------------------|-----|------|-----|------|

| Total Organic Carbon<br>Lowest Month for Removal | Collection Date | Highest Value | Range    | Unit | TT | Typical Source                       |
|--|-----------------|---------------|----------|------|----|--------------------------------------|
| CARBON, TOTAL                                    | 3/3/2021        | 1.81          | 0 - 1.81 | MG/L | 0  | Naturally present in the environment |

| Analyte   | Facility        | Highest Value | Unit of Measure | Month Occurred |
|-----------|-----------------|---------------|-----------------|----------------|
| TURBIDITY | TREATMENT PLANT | 0.080         | NTU             | MAR 2021       |

| Radiological Contaminants    | Collection Date | Highest Value | Range (low/high ) | Unit  | MCL | MCLG | Typical Source              |
|------------------------------|-----------------|---------------|-------------------|-------|-----|------|-----------------------------|
| GROSS ALPHA, EXCL. RADON & U | 4/9/2019        | 2.13          | 2.13              | pCi/L | 15  | 0    | Erosion of natural deposits |

| Secondary Contaminants-Non Health Based Contaminants-No Federal Maximum Contaminant Level (MCL) Established. | Collection Date | Highest Value | Range (low/high) | Unit | SMCL  |
|--|-----------------|---------------|------------------|------|-------|
| ACETONE  | 6/30/2021       | 10.6          | 10.6             | UG/L |       |
| CARBON, TOTAL  | 3/3/2021        | 1.81          | 0 - 1.81         | ppm  | 10000 |
| NICKEL   | 6/30/2021       | 0.00081       | 0.00081          | MG/L | 0.1   |
| SODIUM   | 6/30/2021       | 13.1          | 13.1             | MG/L | 1000  |

During the 2021 calendar year, there were no violation(s) of drinking water regulations.

| Compliance Period | Analyte | Comments |
|-------------------|---------|----------|
|-------------------|---------|----------|

*Microbial contaminants*, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, livestock operations and wildlife.

*Inorganic contaminants*, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.

*Pesticides and herbicides*, which may come from a variety of sources such as storm water run-off, agriculture, and residential users.

*Radioactive contaminants*, which can be naturally occurring or the result of mining activity.

*Organic contaminants*, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and also come from gas stations, urban storm water run-off, and septic systems.

In order to ensure that tap water is safe to drink, EPA prescribes regulation which limits the amount of certain contaminants in water provided by public water systems. We treat our water according to EPA's regulations. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

Our water system has an estimated population of 8098 and is required to test a minimum of 9 samples per month in accordance with the Total Coliform Rule for microbiological contaminants. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. When coliform bacteria are found, special follow-up tests are done to determine if harmful bacteria are present in the water supply. If this limit is exceeded, the water supplier must notify the public.

Water Quality Data

The following tables list all of the drinking water contaminants which were detected during the 2021 calendar year. The presence of these contaminants does not necessarily indicate the water poses a health risk. Unless noted, the data presented in this table is from the testing done January 1- December 31, 2021. The state requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of the data, though representative of the water quality, is more than one year old.

| Regulated Contaminants | Collection Date | Highest Value | Range (low/high ) | Unit | MCL | MCLG | Typical Source  |
|------------------------|-----------------|---------------|-------------------|------|-----|------|---|
| BARIUM                 | 6/30/2021       | 0.0359        | 0.0359            | ppm  | 2   | 2    | Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits                                |
| CHROMIUM               | 6/30/2021       | 0.22          | 0.22              | ppb  | 100 | 100  | Discharge from steel and pulp mills; Erosion of natural deposits  |
| FLUORIDE               | 8/17/2021       | 0.73          | 0.62 - 0.73       | ppm  | 4   | 4    | Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories |
| NITRATE                | 6/30/2021       | 0.12          | 0.12              | ppm  | 10  | 10   | Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits                               |
| NITRATE-NITRITE        | 6/30/2021       | 0.12          | 0.12              | ppm  | 10  | 10   | Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits                               |

| Disinfection Byproducts       | Sample Point    | Monitoring Period | Highest LRAA | Range (low/high) | Unit | MCL | MCLG | Typical Source                            |
|-------------------------------|-----------------|-------------------|--------------|------------------|------|-----|------|---|
| TOTAL HALOACETIC ACIDS (HAA5) | AIRPORT BPS     | 2021              | 22           | 6.9 - 35.1       | ppb  | 60  | 0    | By-product of drinking water disinfection |
| TOTAL HALOACETIC ACIDS (HAA5) | E-17 DEER CREEK | 2021              | 16           | 5.8 - 20.8       | ppb  | 60  | 0    | By-product of drinking water disinfection |
| TTHM                          | AIRPORT BPS     | 2021              | 44           | 12.0 - 68.2      | ppb  | 80  | 0    | By-product of drinking water chlorination |
| TTHM                          | E-17 DEER CREEK | 2021              | 39           | 14.4 - 58.7      | ppb  | 80  | 0    | By-product of drinking water chlorination |

| Lead and Copper | Monitoring Period | 90 <sup>th</sup> Percentile | Range (low/high) | Unit | AL    | Sites Over AL | Typical Source   |
|-----------------|-------------------|-----------------------------|------------------|------|-------|---------------|--|
| Lead            | 2017-2019         | <0.0005"                    | <0.0005" – 0.049 | ppm  | 0.015 | 1             | Corrosion of household plumbing; erosion of natural deposits   |
| COPPER, FREE    | 2017 - 2019       | 0.088                       | 0.0094 - 0.237   | ppm  | 1.3   | 0             | Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives |

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Your water system is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>. "-" indicates that the result was below the detection limit of the appropriate laboratory equipment.

|                            |     |           |     |           |
|----------------------------|-----|-----------|-----|-----------|
| Chlorine/Chloramines       | MPA | MPA Units | RAA | RAA Units |
| Maximum Disinfection Level |     |           |     |           |

**Terms & Abbreviations**

**Maximum Contaminant Level Goal (MCLG):** the "Goal" is the level of a contaminant in drinking water below which there is no known or expected risk to human health. MCLGs allow for a margin of safety.

**Maximum Contaminant Level (MCL):** the "Maximum Allowed" MCL is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

**Secondary Maximum Contaminant Level (SMCL):** recommended level for a contaminant that is not regulated and has no MCL.

**Action Level (AL):** the concentration of a contaminant that, if exceeded, triggers treatment or other requirements.

**Treatment Technique (TT):** a required process intended to reduce levels of a contaminant in drinking water.

**Maximum Residual Disinfectant Level (MRDL):** the highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Non-Detects (ND):** lab analysis indicates that the contaminant is not present.

**Parts per Million (ppm)** or milligrams per liter (mg/l)

**Parts per Billion (ppb)** or micrograms per liter (µg/l)

**Picocuries per Liter (pCi/L):** a measure of the radioactivity in water.

**Millirems per Year (mrem/yr):** measure of radiation absorbed by the body.

**Monitoring Period Average (MPA):** An average of sample results obtained during a defined time frame, common examples of monitoring periods are monthly, quarterly and yearly.

**Nephelometric Turbidity Unit (NTU):** a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person. Turbidity is not regulated for groundwater systems.

**Running Annual Average (RAA):** an average of sample results obtained over the most current 12 months and used to determine compliance with MCLs.

**Locational Running Annual Average (LRAA):** Average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters.

Testing Results for: BUCKHANNON WATER BOARD

| Microbiological   | Result | MCL | MCLG | Typical Source |
|---|--------|-----|------|----------------|
| No Detected Results were Found in the Calendar Year of 2021 |        |     |      |                |



E.6 Letters from Cummins Sales & Service-Updated Shipment Delay Dates RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators



Distribution

RECEIVED FEB 01 2022

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.

City of Buckhannon

February 2, 2021

Dear Mr. Hollen,


Please find updated ship dates below for each site:

- Brook Street** – Generator to Ship March 16, 2022 and Automatic Transfer Switch delivered.
- WTP** – 450kw Shipped 1/28 and is in route to site.
- East Main Street** – Generator to Ship March 15, 2022and Automatic Transfer Switch delivered
- Elias Lift Station** – Generator to Ship March 16, 2022 and Automatic Transfer Switch delivered
- Vicksburg Lift Station** – Generator to Ship March 16, 2022 and Automatic Transfer Switch delivered
- Wood Ritchie Street Lift Station** - Generator to Ship March 16, 2022 and Automatic Transfer Switch delivered
- Raw Water Intake** – Order was submitted to factory 1/31/2021. Awaiting on confirmation from factory and ship dates. Estimated delivery of Dec 6, 2022 for generator and May 31, 2022 on the Automatic Transfer Switch.
- Public Safety** – Received PO yesterday and sent for submittals. Order has not yet been placed. Leadtime is 37 weeks from release to factory on generator and 12 weeks for ATS.
- Waste Water Treatment Plant** – Received PO yesterday and sent for submittals. Order has not yet been placed. Leadtime is 48 weeks from release to factory on generator, and 12 weeks for ATS.

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

E.7 Letter to WVEMD RE: Line Item Money Transfer Request for Contract #1 DHS/FEMA Region III HMGP Emergency Power Generators

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

April 6, 2022

Mr. Dale Hatfield – Mitigation Project Officer  
West Virginia Emergency Management Division  
2403 Fairlawn Avenue  
Dunbar, West Virginia 25064

Re: City of Buckhannon  
DHS / FEMA Region III Hazard Mitigation Project  
Installation and Securing of Emergency Power Generation  
Hazard Mitigation Grant Program FEMA-DR-4273-WV-0036  
Line Item Money Transfer Request for Contract No. 1

Dear Mr. Hatfield,

Per the requirements of the above-referenced DHS / FEMA Region III Hazard Mitigation Project, I am submitting this Line Item Money Transfer Request Letter for Contract No. 1 on behalf of the City of Buckhannon (City) and the City of Buckhannon Water Department for your review and consideration.

Line Item Money Transfer Request

Due to a manufacturing procedure change from one of Contract No. 1 – Raw Water Intake Building Generator Set (Project) manufacturers, Tri County Electric (TCE), who is the contractor for Contract No. 1, is requesting additional money to increase the size of the steel casing pipe and the water-tight end caps required for the CSX railroad crossing.

Below is a summary of the TCE’s additional money request and the City’s Line Item Money Transfer Request for FEMA’s and/or WVEMD’s review and approval.

Contract No. 1 - Raw Water Intake (RWI) Building Generator Set

Tri County Electric (TCE) is requesting an additional \$6,855.00 in Project funds due to the requirement to increase the size of the steel casing pipe and water-tight end caps (end caps) from 16”Ø to 20”Ø due to a change in the manufacturing procedures in the water-tight end caps required for the steel casing pipe.

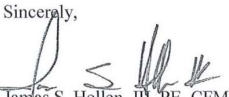
1. While ordering the end caps for the 16”Ø steel casing pipe to be installed under the railroad tracks, TCE was informed by the manufacturer that the manufacturer no longer makes the end caps for 16”Ø steel casing pipe with the electrical conduit configuration that was designed for the Project and that the next larger size that would accommodate the electrical conduit configuration required for the Project would be 20”Ø end caps, which would also require an increase in the steel casing pipe from 16”Ø to 20”Ø.

- 2. I have already talked to CSX about the increase in the steel casing pipe and end caps, and the circumstances for the size increase, and they are OK with increasing the steel casing pipe and the end caps to 20"Ø to allow for the installation of the CSX-required water-tight end caps that will accommodate the electrical conduit configuration required for the Project.
- 3. TCE prepared a estimate (\$6,855.00, which includes 10% Overhead & Profit) of what it would cost to increase from the 16"Ø steel casing pipe to the 20"Ø, purchase the two (2) CSX-required 20"Ø water-tight end caps and associated pipe spacers, the increase in labor costs for the boring contractor and the increase in labor costs for TCE. The attached PDF shows a breakdown of the cost increases from TCE.

Due to small percentage of the cost increase being proposed by TCE, which is approximately 0.57% of the current \$1,203,994.86 Project Budget, I would like to request a Line Item Transfer of \$6,855.00 from Line Item No. 26 – Project Management Fee to Line Item No. 17 – RWI Generator Railroad Bore & Jack; 16"Ø Conduit for the following reasons:

- 1. The Line Item Transfer of \$6,855.00 from Line Item No. 26 to Line Item No. 17 would result in no increase to the current \$1,203,994.86 Project Budget.
- 2. Based upon last month's reimbursement invoice, only \$3,905.78 of the budgeted \$17,952.45 Project Management Fees have been used at this time.
- 3. Based upon the projected tasks remaining to be completed in Contract No. 1, I anticipate that the remaining \$7,191.67 (\$14,046.67 - \$6,855.00) in Line Item No. 26 will be more than sufficient to cover all upcoming Project Management-related expenses associated with Contract No. 1.

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

Sincerely,  
  
James S. Hollen, III, PE, CFM  
City Engineer

Attachments: Tri County Electric 20" casing upgrade estimate, dated 3-15-2022 (1 Page)

TRI-COUNTY ELECTRIC

3/15/2022

20" casing upgrade  
RE:ESTIMATE

| DESCRIPTION             | QUANTITY | MATERIAL<br>UNIT | TOTAL       | LABOR<br>UNIT | LABOR<br>TOTAL |
|-------------------------|----------|------------------|-------------|---------------|----------------|
| 20" casing              |          |                  |             |               |                |
| bore contactor upcharge | 1        | \$ 3,000.00      | \$ 3,000.00 | 0.000         | 0.00           |
| material upgrade Casing | 1        | \$ 950.00        | \$ 950.00   | 0.000         | 0.00           |
| endseal upgrade         | 1        | \$ 1,550.00      | \$ 1,550.00 | 0.000         | 0.00           |
| labor                   | 1        | \$ 730.00        | \$ 730.00   | 10.000        | 10.00          |
|                         |          |                  | \$ 6,230.00 |               |                |
| 10% Overhead & Profit   |          |                  | \$ 623.00   |               |                |
|                         | Total    |                  | \$ 6,853.00 |               |                |
|                         |          |                  | \$6,855.00  |               |                |

E.8 Task Orders for City Projects Engineering and Design to be conducted by Potesta

- Tennerton Water Storage Tank Painting to be paid by ARPA Funds
- Tennerton Booster Station Site Improvements to be paid by ARPA Funds
- Miscellaneous Tasks as Directed by the City of Buckhannon to be paid by fund in charge of the project ( On file at City Hall- Office of the City Engineer)

F. Consent Agenda

F.1 Approval of Minutes 01/13/22, 02/10/22, 03/10/22

Motion to approve the consent agenda to include only the Minutes of 01/13/22 and 02/10/22 was made by Nestor/Rizo. Motion carried.

G. Strategic Issues for discussion and vote

G.1 Approval of Bid Opening- Tennerton Tank Painting – Mayor Skinner recognized City Engineer Jay Hollen who noted that the bid openings for this project tool place last Thursday, April 7, 2022, at 1:30 PM. The four companies who submitted bids were D & M Painting, Specialty Group, Worldwide Industries, and George Kountoupes Painting Company. Bids were as follows:

D & M Painting – \$138,940  
Specialty Group - \$179,538  
Worldwide Industries \$228,786  
George Kountoupes Painting Company \$229,700.

The apparent low bidder is D & M Painting at \$138,940. Potesta has reviewed all the bids, paperwork, and insurance, and has called all the references concerning the bid(s). All appears to be in order. They recommend that we accept the low bid from D & M Painting at \$138,940.

Discussion took place which included Mr. Reger asking that we include liquidated damages in the contract should they not meet our deadline to finish the project.



Per Jay Hollen: The Liquidated Damages are \$1,000.00 per day through the 90% Substantial Completion phase of the project, at which time it reduces to \$300.00 per day through completion.

Excerpt from Contract Documents

AGREEMENT BETWEEN OWNER AND CONTRACTOR  
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

This Agreement is by and between City of Buckhannon ("Owner") and [name of contracting entity] ("Contractor").

Terms used in this Agreement have the meanings stated in the General Conditions and the Supplementary Conditions.

Owner and Contractor hereby agree as follows:

ARTICLE 1—WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: Tennerton Tank Painting

ARTICLE 2—THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Tennerton Tank Painting

ARTICLE 3—ENGINEER

3.01 The Owner has retained Potesta & Associates, Inc. ("Engineer") to act as Owner's representative, assume all duties and responsibilities of Engineer, and have the rights and authority assigned to Engineer in the Contract.

ARTICLE 4—CONTRACT TIMES

4.01 Time is of the Essence

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 Contract Times: Days

A. The Work will be substantially complete within 75 days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 105 days after the date when the Contract Times commence to run.

4.03 Liquidated Damages

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the Contract Times, as duly modified. The parties also recognize the delays, expense, and difficulties involved in proving, in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner \$1000 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified above for Substantial Completion, until the Work is substantially complete.

2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$300 for each day that expires after such time until the Work is completed and ready for final payment.

3. Liquidated damages for failing to timely attain Milestones, Substantial Completion, and final completion are not additive, and will not be imposed concurrently.

ARTICLE 5—CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents, the amounts that follow, subject to adjustment under the Contract:

A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item).

| Unit Price Work   |             |      |                    |            |                |
|---|-------------|------|--------------------|------------|----------------|
| Item No.  | Description | Unit | Estimated Quantity | Unit Price | Extended Price |
|   |             |      |                    | \$         | \$             |
|   |             |      |                    | \$         | \$             |
|   |             |      |                    | \$         | \$             |
|   |             |      |                    | \$         | \$             |
|   |             |      |                    | \$         | \$             |
| Total of all Extended Prices for Unit Price Work (subject to final adjustment based on actual quantities) |             |      |                    |            | \$             |

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

B. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

ARTICLE 6—PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

A. Owner shall make progress payments on the basis of Contractor's Applications for Payment on or about the times noted in the Supplemental Conditions during performance of the Work

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Project No. 0102-21-0235-040

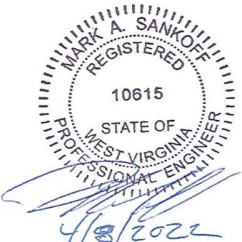
April 8, 2022

BID TABULATION

City of Buckhannon  
Tennerton Tank Painting  
Bid Opening: April 7, 2022, 1:30 PM, LPT

| Item No.   | Quantity | Unit | Description   | D & M Painting Corporation |               | Specialty Groups, Inc. |               | Worldwide Industries Corporation |               | George Kountoupes Painting Co. |               |
|------------|----------|------|---|----------------------------|---------------|------------------------|---------------|----------------------------------|---------------|--------------------------------|---------------|
|            |          |      |   | Unit Price                 | Total Price   | Unit Price             | Total Price   | Unit Price                       | Total Price   | Unit Price                     | Total Price   |
| 1          | 1        | LS   | Mobilization and Demobilization                     | \$ 3,000.00                | \$ 3,000.00   | \$ 8,950.00            | \$ 8,950.00   | \$ 10,000.00                     | \$ 10,000.00  | \$ 5,000.00                    | \$ 5,000.00   |
| 2          | 1        | LS   | Audio-Video Taping                                  | \$ 600.00                  | \$ 600.00     | \$ 3,000.00            | \$ 3,000.00   | \$ 4,200.00                      | \$ 4,200.00   | \$ 1,000.00                    | \$ 1,000.00   |
| 3          | 1        | LS   | Tank Painting - Interior                            | \$ 103,400.00              | \$ 103,400.00 | \$ 108,969.00          | \$ 108,969.00 | \$ 137,401.00                    | \$ 137,401.00 | \$ 182,000.00                  | \$ 182,000.00 |
| 4          | 1        | LS   | Tank Painting - Exterior                            | \$ 3,200.00                | \$ 3,200.00   | \$ 17,219.00           | \$ 17,219.00  | \$ 10,685.00                     | \$ 10,685.00  | \$ 4,000.00                    | \$ 4,000.00   |
| 5          | 1        | LS   | Replacement of Existing Vent Screen                 | \$ 4,200.00                | \$ 4,200.00   | \$ 20,000.00           | \$ 20,000.00  | \$ 7,500.00                      | \$ 7,500.00   | \$ 6,500.00                    | \$ 6,500.00   |
| 6          | 1        | LS   | Installation of Steel Platform and Aluminum Railing | \$ 17,140.00               | \$ 17,140.00  | \$ 15,000.00           | \$ 15,000.00  | \$ 32,000.00                     | \$ 32,000.00  | \$ 10,000.00                   | \$ 10,000.00  |
| 7          | 24       | MH   | Rehabilitation Welding (if required)                | \$ 100.00                  | \$ 2,400.00   | \$ 100.00              | \$ 2,400.00   | \$ 125.00                        | \$ 3,000.00   | \$ 300.00                      | \$ 7,200.00   |
| 8          | 20       | GAL  | Pit Filling and Surfacing (if required)             | \$ 200.00                  | \$ 4,000.00   | \$ 100.00              | \$ 2,000.00   | \$ 800.00                        | \$ 16,000.00  | \$ 300.00                      | \$ 6,000.00   |
| 9          | 20       | SF   | Steel Patches 1/4" Welded (if required)             | \$ 50.00                   | \$ 1,000.00   | \$ 100.00              | \$ 2,000.00   | \$ 400.00                        | \$ 8,000.00   | \$ 400.00                      | \$ 8,000.00   |
| TOTAL BID: |          |      |   |                            | \$ 138,940.00 |                        | \$ 179,538.00 |                                  | \$ 228,786.00 |                                | \$ 229,700.00 |

Bids Certified Correct and Complete:  
Potesta & Associates, Inc.  
7012 MacCorkle Avenue, SE  
Charleston, West Virginia 25304  
Phone: (304) 342-1400





**ADVERTISEMENT FOR BIDS  
CITY OF BUCKHANNON  
BUCKHANNON, WEST VIRGINIA  
TENNERTON TANK PAINTING**

Sealed Bids for the Tennerton Tank Painting will be received by the City of Buckhannon located at 70 East Main Street, Buckhannon, West Virginia 26201, until **Tuesday, April 5, 2022 at 1:30 PM** local time at which time all proposals which have been submitted in accordance with the conditions of this project will be publicly opened and read aloud.

The Project consists of furnishing labor and materials and performing all work set forth in the Advertisement for Bids, Information for Bidders, Bid and Bid Schedule (Bid Form including Unit Price Basis of Bid), General Conditions, Supplementary Conditions, Specification Special Conditions, Technical Specifications and Plans (Drawings) prepared by Potesta & Associates, Inc., and all addenda issued prior to receipt of Bids.

The Work to be bid upon is generally described as follows: Repainting the interior of the 66.5-foot tall, 42.5-foot diameter tank, constructed in 1977, including cleaning, sandblasting and repainting; and installation of new tank vent and platform. Work is to begin on June 1, 2022 and be completed and the tank be put back into operation by August 14, 2022.

The Issuing Office for the Bidding Documents is Potesta & Associates, Inc. located at 125 Lakeview Drive, Morgantown, West Virginia 26508. Please contact Tressie Koloski, Secretary at 304-225-2245 or [tkoloski@potesta.com](mailto:tkoloski@potesta.com) to purchase Bidding Documents. Bidding Documents will be released upon payment of \$30 for an electronic set and \$100 for each hard-copy set of documents. All checks shall be made payable to Potesta & Associates, Inc. Prospective Bidders may obtain previously ordered Bidding Documents by appointment at the Issuing Office Monday through Friday between the hours of 10:00 a.m. and 4:00 p.m. Cost does not include shipping charges.

Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office.

Bidding Documents also may be examined at The Contractor's Association of WV, 2114 Kanawha Boulevard, East, Charleston, West Virginia 25311 or at the City of Buckhannon office, located at 70 East Main Street, Buckhannon, West Virginia 26201.

A mandatory pre-bid conference will be held at **11:00 AM** local time on **March 22, 2022** at the **Buckhannon City Hall at 70 East Main Street, Buckhannon, West Virginia 26201**. Attendance at the pre-bid conference is mandatory, or by participating on the virtual meeting by registering with Potesta & Associates, Inc. at [tkoloski@potesta.com](mailto:tkoloski@potesta.com) by 4:00 PM on March 21, 2022.

Bids will be opened using a two-envelope bidding system as outlined in the contract documents. Bid security shall be furnished in accordance with the Instructions to Bidders. Evidence of a current and valid West Virginia Contractor's License, a Certification of Equal Employment Opportunity, a Certification of Non-segregated Facilities, a Drug Free Workplace Conformance Affidavit, and a West Virginia Jobs Act Compliance Certification is required. Bids received after the scheduled closing time for the reception of bids will be returned unopened to the bidders.

The City reserves the right to reject any and all bids, to award the Project to a Bidder other than the low Bidder and to waive any informality in bidding. The City reserves the right to reject any and all bids that are not in the best interest of the City. In addition, the City also reserves the right to terminate the Work at any time due to noncompliance with the City of Buckhannon and/or the Water Department's expectations and requirements.

Honorable Robert N. Skinner, III, Mayor and Water Board Chair  
City of Buckhannon

+ + END OF ADVERTISEMENT FOR BIDS + +

RD Run dates 03/8/22, 03/15/22

ADDENDUM NO. 1

Tennerton Tank Painting  
Buckhannon, West Virginia

NOTES/CHANGES/ADDITIONS/CLARIFICATIONS

- 1. The bid opening date and time is changed to Thursday, April 7, 2022 at 1:30 LPT.
- 2. Acknowledge Addendum No. 1 on the Addendum Acknowledgement form.
- 3. The plan holders list and sign-in sheet for the pre-bid meeting are attached.
- 4. Emphasis is placed on the two-envelope bidding system per the Contract Documents. Contractor(s) shall provide two separate envelopes, one marked Envelope No. 1 and one marked Envelope No. 2 per the Contract Documents. Envelope No. 2 is not to be included in Envelope No. 1.
- 5. Buckhannon personnel will drain the tank. All valves will only be operated with Buckhannon approval and while they are on the site.
- 6. No Business and Occupation (B&O) Taxes are required.
- 7. An Upshur County permit fee of less than \$50 is required.
- 8. For any area repaired on the inside of tank that heats up the outside paint system will have the outside paint system repaired by sand blasting, primed and coated by three part painting system. Tank color is Forest Green.

NOTES FROM THE PRE-BID MEETING

- 1. Bid opening is changed to Thursday, April 7, 2022 at 1:30 LPT.
- 2. Addendum will have the forms needed to be included in the Bid.
  - a. Envelope No. 1 items and Envelope No. 2 items are included in this addendum.
- 3. Bid opening at the Buckhannon City Hall.
- 4. Any addenda will be issued at least 5 days prior to bid opening.
- 5. Questions received less than 7 working days prior to bid opening may not be answered.
- 6. Bid Bond is 5 percent of Bidder’s Maximum Bid Price.
- 7. Bid hold time is up to 60 days, expect a response well before then. The plan is to award the project either April 21, 2022 or May 5, 2022.

Uniform Guidance

Jay,

This is not a large project and there is plenty of time to do the bid as it is.  
Just to be safe we can extend the bid to get to 30 days.  
We will mention it in the pre bid meeting and an addendum.

We can move it from Tuesday April 5 to Thursday April 7 and give us the 30 days.

Does that work for you?

Thanks

Mark

From: Jay Hollen <jay.hollen@buckhannonwv.org>  
Sent: Tuesday, March 15, 2022 8:32 AM  
To: Mark A. Sankoff <masankoff@potesta.com>  
Subject: Fwd: Uniform Guidance Rules for Project

Mark,

It just happened that there was another webinar last Thursday discussing the final ruling of the ARPA requirements.  
  
One of the topics was the bidding and advertising phase.  
  
Please see the screenshot below that indicates "at least 30 calendar days" are required:

ECFR CONTENT

14.202-1 Bidding time.

(a)

Policy. A reasonable time for prospective bidders to prepare and submit bids shall be allowed in all invitations, consistent with the needs of the Government. (For construction contracts, see 36.213-3(a).) A bidding time (i.e., the time between issuance of the solicitation and opening of bids) of at least 30 calendar days shall be provided when synopsis is required by subpart 5.2.

**Motion to accept the recommendation from Potesta & Associates to accept the low bid from D & M Painting of \$138,940 was made by Thomas/Rizo. Motion carried.**

**G.2 Discussion/Possible Vote to Conduct a Formal Appraisal of the Water Plant for Insurance Purposes** – Mayor Skinner recognized Amby Jenkins who reported that our insurance company has requested a formal appraisal of the Water Plant. She is seeking approval to have the appraisal done so that they can provide proper coverage.

**Motion to approve having a formal appraisal of the Water Plant for insurance purposes was made by Thomas/Reger. Motion carried.**

**G.3 Approval Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road-Waive Labor & Equipment Costs** – Action was taken earlier in the meeting.

**G.4 Discussion/Possible Vote to Send Letter of Invitation to the P.S.D.’s for meeting with COB (date/time/location)** – Mayor Skinner discussed the procedure necessary for scheduling a meeting of the PSD’s. The Mayor is asking for the authority to draft a letter of invitation for the PSD’s to attend a meeting.

**Motion to authorize the Mayor to draft a letter to send to the PSD’s inviting them to attend an informational meeting with the Water Board was made by Rizo/Thomas. Motion carried.**

Mr. Reger recommended that we send the invitation by certified mail. The Mayor agreed to do so.

**G.5 Approval to Advertise to Hire Operator in Training** – The Mayor recognized Kelly Arnold who discussed the need to hire an additional Operator in Training with the upcoming retirement of Mike McCauley.

**Motion to authorize advertising to hire an Operator in Training was made by Nestor/Thomas. Motion carried.**

**G.6 Approval Water Board Budget Revision** – Mayor Skinner recognized Amby Jenkins who reviewed the Budget Revision that she is recommending the Board approve.

| Water Board Budget Revision |                               |                 |         |            |          |                                      |
|-----------------------------|-------------------------------|-----------------|---------|------------|----------|--------------------------------------|
| Apr-22                      |                               |                 |         |            |          |                                      |
| Acct #                      | Description                   | original budget |         | adjustment |          | proposed budget                      |
| EXPENSES                    |                               |                 |         |            |          |                                      |
| 400-642-105-00              | Health Insurance              | 30000           |         | 3563       |          | 33563                                |
|                             |                               |                 |         |            |          | fuel costs came out of this          |
| 400-642-343-00              | Vehicle Maintenance           | \$              | 500     | \$         | 1,992    | \$ 2,492 acct                        |
| 400-642-343-01              | Vehicle Plant Fuel            | \$              | 4,400   | \$         | (2,492)  | \$ 1,908                             |
| 400-642-344-00              | General Equipment Maint       | \$              | 2,000   | \$         | 500      | \$ 2,500                             |
| 400-642-345-00              | Uniforma Personal Safety      | \$              | 3,500   | \$         | 300      | \$ 3,800                             |
|                             |                               |                 |         |            |          | Hach bill in 642-350s/b pd           |
| 400-642-346-00              | Maint Treatment Plant Equip   | \$              | 70,000  | \$         | (15,000) | \$ 55,000 from here                  |
| 400-642-350-00              | telemetry Costs               | \$              | 18,000  | \$         | 8,900    | \$ 26,900                            |
|                             |                               |                 |         |            |          | Property tax sale Wood St,           |
| 400-642-459-00              | Water Plant Capital           | \$              | -       | \$         | 4,100    | \$ 4,100 next to plant               |
|                             |                               |                 |         |            |          | budget for 8, have 9, plus           |
| 400-660-103-00              | Line Crew Salaries            | \$              | 350,500 | \$         | 56,000   | \$ 406,500 pay increases.            |
| 400-660-104-00              | FICA                          | \$              | 26,900  | \$         | 4,245    | \$ 31,145                            |
| 400-660-106-00              | Retirement                    | \$              | 35,050  | \$         | 11,500   | \$ 46,550                            |
| 400-660-341-00              | Plant office expense          | \$              | 4,000   | \$         | 500      | \$ 4,500                             |
|                             |                               |                 |         |            |          | Water line to training               |
|                             |                               |                 |         |            |          | facility mudlick. See                |
| 400-660-352-00              | New Service, Upgrades         | \$              | 118,000 | \$         | 10,000   | \$ 128,000 contribution from GF\     |
| 400-660-353-00              | Mapping&Line Locate           | \$              | 8,000   | \$         | 1,000    | \$ 9,000 Region VII bills for gis    |
|                             |                               |                 |         |            |          | sotware add ons taken                |
| 400-660-354-00              | Fire Service Materials        | \$              | -       | \$         | 875      | \$ 875 from here w/b                 |
|                             |                               |                 |         |            |          |                                      |
| 400-920-226-00              | unemployment/compensation     | \$              | 2,600   | \$         | 1,000    | \$ 3,600                             |
| 400-920-349-00              | Auditing Expense              | \$              | 3,000   | \$         | 5,000    | \$ 8,000 single audit, CPA           |
| 400-970-221-00              | Water Bond A pymnt            | \$              | 270,000 | \$         | 400      | \$ 270,400 bond fees                 |
|                             |                               |                 |         |            |          |                                      |
| 400-999-667-00              | Filter Media Replacement      | \$              | 12,000  | \$         | 2,500    | \$ 14,500 cost more than anticipated |
| 400-999-668-00              | Rebuild Altitude & Prv        | \$              | -       | \$         | 5,000    | \$ 5,000 Per K Arnold                |
|                             |                               |                 |         |            |          | contribution from Gen                |
|                             | Battle Green-Raella In Br Frk |                 |         |            |          | Fund for water line                  |
| 400-999-670-00              | line relocate                 | \$              | -       | \$         | 15,000   | \$ 15,000 relocate                   |
|                             | total                         |                 |         | \$         | 114,883  | \$ 114,883                           |



REVENUES

|                |                             |    |         |    |         |    |         |                         |
|----------------|-----------------------------|----|---------|----|---------|----|---------|-------------------------|
| 400-350-000-01 | Commercial/Industrial sales | \$ | 524,700 | \$ | 20,795  | \$ | 545,495 | rate increase           |
| 400-360-000-00 | Mt Hope Water Master mtr    | \$ | 118,000 | \$ | 20,000  | \$ | 138,000 |                         |
| 400-360-000-02 | Elkins Rd PSD               | \$ | 150,000 | \$ | 20,000  | \$ | 170,000 |                         |
| 400-360-000-03 | Adrian PDS Master Mtr       | \$ | 196,000 | \$ | 20,000  | \$ | 216,000 |                         |
| 400-368-000-00 | Tap Fees                    | \$ | 10,000  | \$ | 5,700   | \$ | 15,700  |                         |
|                |                             |    |         |    |         |    |         | General Fund Contribute |
|                |                             |    |         |    |         |    |         | to Br Frk Raella Ln &   |
| 400-368-100-00 | Projects not 5.5 rule       | \$ | -       | \$ | 25,000  | \$ | 25,000  | Mudlick train cener     |
| 400-368-100-03 | Contrib In Aid Const 5.5    | \$ | -       | \$ | 3,388   | \$ | 3,388   |                         |
| total          |                             |    |         | \$ | 114,883 |    |         |                         |
|                |                             |    |         | \$ | -       |    |         |                         |

Motion to approve the Water Department Budget revision as presented was made by Reger/Nestor. Motion carried.

G.7 Approval to Send Customers the Lead and Copper Survey - Mayor Skinner recognized Amby Jenkins who reviewed the Lead and Copper survey letter.

Motion to approve the sending of the Lead and Copper Survey was made by Rizo/Thomas. Motion carried.

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

April 21, 2022

BuckhannonWV 26201

EPA's new Lead and Copper Rule requires water systems to remove lead service lines from the water system. To meet the new requirements, the water system must identify and have a record of all water lines in the system including the customer's private lines. The state of West Virginia has given the water system until October 16, 2024, to complete the inventory of all water lines. With your help, we hope to complete this requirement well before the deadline.

The questionnaire below will help us identify and record this data. Please submit this information to us in one of three ways:

- Call our office with this information: 304-472-1430
- Complete the form online at [www.buckhannonwv.org](http://www.buckhannonwv.org)
- Complete and mail this form to- Buckhannon Utility Board, 70 E Main St, Buckhannon, WV 26201

1. Physical Address? \_\_\_\_\_ – Buckhannon WV
2. What year was your home built? \_\_\_\_\_
3. Were the water lines ever replaced? \_\_\_\_\_ If Yes, what year? \_\_\_\_\_
4. What type of water line is in the home?  
Pex/Plastic ☐ -Copper ☐ -Grey Metal ☐ -Unknown ☐

Note: If the pipe in your home is a grey metal we must determine if it is Galvanized Steel or Lead.  
If you scratch it with a screwdriver and it's hard, check here ☐  
If you scratch it with a screwdriver and it's soft and shiny when scratched, check here ☐

5. Was the Private Service Line (water line between the home and water meter) ever replaced? \_\_\_\_\_  
If Yes, what year? \_\_\_\_\_ and what type of pipe was used? Plastic ☐ - Copper ☐

Printed Name \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

===== OFFICE USE ONLY =====

Public Service Line Type:  
Plastic ☐ Galvanized ☐ Copper ☐ Lead ☐ Unknown ☐

Pigtail/Gooseneck Line Type:  
Plastic ☐ Galvanized ☐ Copper ☐ Lead ☐ Unknown ☐

Year installed or replaced \_\_\_\_\_

H. Board Members Comments and Announcements:

- **Board Member Thomas** – Mr. Thomas thanked the employees for all they do and wished everyone a happy Easter and to be safe.
- **Board Member Nestor** – Mr. Nestor thanked everyone for all the good work that they do.
- **Board Member Rizo** – Mr. Rizo was happy with the progress of the ARPA projects.
- **Board Member Reger** – Mr. Reger agreed with what the others had said and felt that we are moving forward in a positive way.
- **City Recorder Sanders** – Nothing further.
- **Amby Jenkins** – Nothing further.

- **Kelly Arnold** – Nothing further.
- **Jerry Arnold** – Absent.
- **Jay Hollen** – Nothing further.

**Motion to move into Executive Session per WV Code § 6-9A-4 to discuss personnel matters at 8:45 AM was made by Thomas/Nestor.**

**Motion to move out of Executive Session at 9:00 AM was made by Thomas/Nestor.**

Mayor Skinner noted that no decisions had been made while in the Executive Session.

**I. Adjournment**

**Motion to adjourn at 9:01 AM was made by Thomas/Rizo. Motion carried**

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

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