

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

A regular meeting of the Buckhannon Water Board was held on Thursday, May 12, 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
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	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Present – by GTM

Guests: Vincente Moreno-Marketing Representative-District Council 53 International Union of Painters & Allied Trades

***City of Buckhannon Water Board – 7:30am  
Meeting Agenda for Thursday, Thursday, May 12, 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 Vincente Moreno-Marketing Representative-District Council 53 International Union of Painters & Allied Trades
- C. Financial Report-Amby Jenkins**
  - C.1 April 2022
- D. Department Report**
  - D.1 Water Department Report-Kelly Arnold
    - Lead and Copper Sample-4 Angler Street
  - D.2 ARPA Projects Update
- E. Correspondence and Information**
  - E.1 Mt Hope Water Association Meeting Minutes- March 2022
  - E.2 Elkins Road P.S.D. Meeting Minutes-March & April 2022
  - E.3 R.O.W. Agreement Waterline Extension-Upshur County Development Authority-Brushy Fork Road
  - E.4 Letter to WVEMD RE: Invoice No. 22 DHS/FEMA Region III Hazard Mitigation Project Emergency Power Generators and Manual Transfer Switches
  - E.5 Statement of Qualifications-Coating Inspection and Testing Firm
- F. Consent Agenda**
  - F.1 Approval of Minutes 03/10/22 and 04/14/22
- G. Strategic Issues for discussion and vote**
  - G.1 Approval Water Board Budget FY 2022/23
  - G.2 Approval FEMA Contract Change Order: Grant No.1 Contract No. 1 Change Order No. 1
  - G.3 Termination of Agreement between COB (Water Board) and Portable Water Systems, LLC for Hydropneumatic Tanker Rental Services
  - G.4 Approval to Accept Proposal from Tate Communications for New Telephone System at the Water Department
  - G.5 Send Letter of Invitation to the P.S.D.'s for meeting with COB (date/time/location)
- H. Board Members Comments and Announcements**
  - H.1 Next Water Board Meeting June 9, 2022

**I. Adjournment**

Posted 05/06/2022

**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 led the group in the pledge to the flag of the United States of America.

**B. Recognized Guests:**

**B.1 Vincente Moreno-Marketing Representative-District Council 53 International Union of Painters & Allied Trades**

Mayor Skinner recognized Vincente Moreno who is the Marketing Representative for District Council 53 International Union of Painters & Allied Trades. Mr. Moreno expressed his concerns with the Board’s selection of D & M Painting to perform the work on the Tennerton Water Tank project. He recommended that we reconsider SGI (Specialty Group, Inc.) for the project.

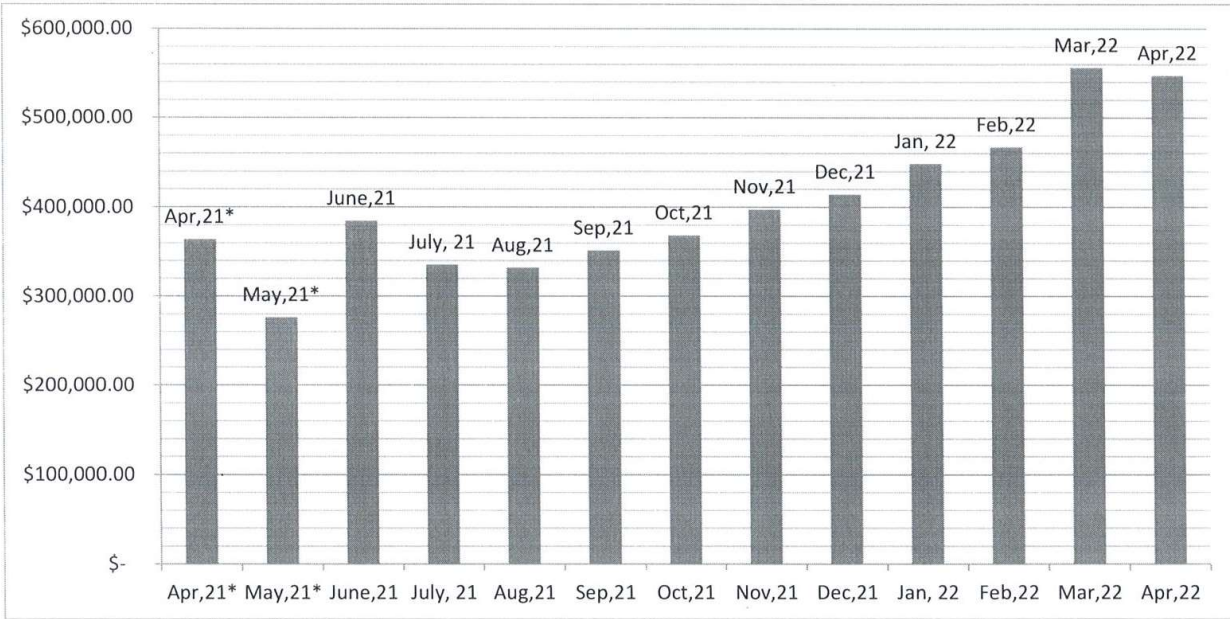
Mayor Skinner asked for comments from Board Members and/or city staff members. City Engineer Jay Hollen was recognized who reminded the Board that Potesta Engineering was our Engineering Firm of Record and that they had reviewed the bids and was comfortable with their research of D & M Painting. Furthermore, an inspector from CEC will be onsite throughout the project using the standards outlined in Item E.5 of the meeting packet. The Professional Engineering & Consulting Service Standards are on file at City Hall- Office of the City Engineer.

There were no other comments or questions. Mayor Skinner thank Mr. Moreno for his attendance at the meeting.

**C. Financial Report-Amby Jenkins**

**C.1 April 2022** - Amby reported on the balances on hand as of April 30, 2022 and provided a review of financial matters as follows:

WATER BOARD CITY OF BUCKHANNON BALANCE SHEET	
Balance APRIL 30, 2022	
Money market & checking	\$ 547,473.29
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.

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>UTILITY BILLINGS</u>						
400-350-000-00 RESIDENTIAL SALES	888,000	83,210.09	855,504.88	0.00	32,495.12	96.34
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	545,495	54,106.40	542,902.70	0.00	2,592.30	99.52
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,347.50	13,475.00	0.00	1,525.00	89.83
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,448,495	138,663.99	1,411,882.58	0.00	36,612.42	97.47
<u>OUTSIDE DISTRICTS</u>						
400-360-000-00 MT HOPE WATER (MASTER MET	138,000	16,758.50	152,365.39	0.00	14,365.39	110.41
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	21,966.25	204,998.22	0.00	15,001.78	93.18
400-360-000-02 ELKINS ROAD PSD (MASTER M	170,000	17,012.25	159,499.50	0.00	10,500.50	93.82
400-360-000-03 ADRIAN PSD (MASTER METER)	216,000	20,112.00	210,852.61	0.00	5,147.39	97.62
TOTAL OUTSIDE DISTRICTS	744,000	75,849.00	727,715.72	0.00	16,284.28	97.81
<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	15,700	3,922.90	19,632.67	0.00	3,932.67	125.05
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	25,000	0.00	0.00	0.00	25,000.00	0.00
400-368-100-03 CONTRIB IN AID CONST 5.5R	3,388	0.00	3,388.33	0.00	0.33	100.01
400-368-200-00 CAPITALIZE PROJ EQIP CSTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	44,088	3,922.90	23,021.00	0.00	21,067.00	52.22
<u>INTRAFUND CONTR/CHARGES</u>						
400-370-000-01 LATE CHARGES	19,000	2,214.77	21,236.57	0.00	2,236.57	111.77
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	250.00	3,100.00	0.00	1,100.00	155.00
400-370-000-04 C J MARTIN WATER LINE EXT	0	0.00	0.00	0.00	0.00	0.00
400-370-000-05 ATLANTIC CST PIPELINE REV	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTRAFUND CONTR/CHARGES	21,000	2,464.77	24,336.57	0.00	3,336.57	115.89
<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	0.00	78.85	0.00	921.15	7.89
400-399-000-00 MISC. NONOPERATING INCOME	33,000	11,930.75	37,016.12	0.00	4,016.12	112.17
TOTAL OTHER REVENUE	34,000	11,930.75	37,094.97	0.00	3,094.97	109.10
TOTAL REVENUE	2,291,583	232,831.41	2,224,050.84	0.00	67,532.16	97.05

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>BAD DEBT</u>						
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<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>						
=====						
<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>						
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<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	1,466.07	16,222.41	0.00	2,777.59	85.38
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	19,000	1,466.07	16,222.41	0.00	2,777.59	85.38
<u>COMMODITIES</u>						
400-601-342-00 MAINTENANCE RIVER INTAKE&	4,000	2,248.96	3,951.13	0.00	48.87	98.78
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	2,248.96	3,951.13	0.00	9,048.87	30.39
TOTAL RESERVIOR MANGMT DAM	32,000	3,715.03	20,173.54	0.00	11,826.46	63.04
<u>WATER PLANT</u>						
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<u>SALARIES &amp; BENEFITS</u>						
400-642-103-00 WATER PUMPERS SALARIES	298,000	28,437.12	196,075.37	0.00	101,924.63	65.80
400-642-104-00 FICA TAX	22,800	2,181.16	15,039.49	0.00	7,760.51	65.96



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AS OF: APRIL 30TH, 2022

400-WATER

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	33,563	4,114.30	31,377.80	0.00	2,185.20	93.49
400-642-106-00 RETIREMENT	29,800	2,843.71	19,289.94	0.00	10,510.06	64.73
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	384,163	37,576.29	261,782.60	0.00	122,380.40	68.14
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	111,000	9,606.84	99,528.14	0.00	11,471.86	89.66
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	259.00	2,292.51	0.00	207.49	91.70
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	0.00	4,492.75	0.00	2,507.25	64.18
TOTAL CONTRACTUAL SERVICES	120,500	9,865.84	106,313.40	0.00	14,186.60	88.23
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,000	200.16	2,635.31	0.00	364.69	87.84
400-642-342-00 MAINT TREATMENT PLANT BLD	13,950	0.00	10,003.90	0.00	3,946.10	71.71
400-642-343-00 VEHICLE MAINTENANCE	2,492	0.00	1,665.63	0.00	826.37	66.84
400-642-343-01 PLANT VEHICLE FUEL	1,908	2,330.21	2,782.84	0.00	874.84	145.85
400-642-344-00 GENERAL EQUIPMENT MAINTEN	2,500	0.00	1,582.72	0.00	917.28	63.31
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,800	0.00	2,806.42	0.00	993.58	73.85
400-642-346-00 MAINT TREATMENT PLANT EQU	55,000	114.90	52,853.27	14.00	2,132.73	96.12
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	1,834.73	7,803.67	0.00	7,196.33	52.02
400-642-348-00 CHEMICAL COSTS	180,000	18,516.21	123,946.19	0.00	56,053.81	68.86
400-642-349-00 COMPLIANCE MONITORING	23,000	360.00	11,802.38	0.00	11,197.62	51.31
400-642-350-00 TELEMETRY COSTS	26,900	8,022.40	26,882.96	0.00	17.04	99.94
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	901.99	0.00	2,098.01	30.07
TOTAL COMMODITIES	330,550	31,378.61	245,667.28	14.00	84,868.72	74.32
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	4,100	0.00	4,100.00	0.00	0.00	100.00
TOTAL CAPITAL OUTLAY	4,100	0.00	4,100.00	0.00	0.00	100.00
TOTAL WATER PLANT	839,313	78,820.74	617,863.28	14.00	221,435.72	73.62

WATER LINES  
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SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	406,500	50,323.56	338,950.79	0.00	67,549.21	83.38
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	31,145	3,867.07	26,099.05	0.00	5,045.95	83.80
400-660-105-00 HEALTH INSURANCE	81,000	4,553.50	64,370.51	0.00	16,629.49	79.47
400-660-106-00 RETIREMENT	46,550	5,032.36	33,895.17	0.00	12,654.83	72.81
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	565,195	63,776.49	463,315.52	0.00	101,879.48	81.97
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	2,498.68	23,018.06	0.00	4,981.94	82.21
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	0.00	9,426.05	0.00	3,573.95	72.51
TOTAL CONTRACTUAL SERVICES	42,700	2,498.68	33,053.43	0.00	9,646.57	77.41

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
400-660-341-00 OFFICE EXPENSE	4,500	370.51	4,770.80	0.00	270.80	106.02
400-660-342-00 MAINTENANCE GARAGE BLDG	3,000	6.96	1,355.24	0.00	1,644.76	45.17
400-660-343-00 VEHICLE MAINTENANCE	4,000	285.00	964.00	0.00	3,036.00	24.10
400-660-343-01 LINE VEHICLE FUEL	11,000	1,323.67	9,688.30	0.00	1,311.70	88.08
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	1,923.24	10,714.80	0.00	6,285.20	63.03
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	0.00	2,853.45	0.00	1,646.55	63.41
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	15,000	0.00	3,910.00	0.00	11,090.00	26.07
400-660-348-00 DISTRIBUTION TANK MAINTEN	25,000	510.00	6,045.12	0.00	18,954.88	24.18
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	128,000	28,092.68	96,689.80	1,485.90	29,824.30	76.70
400-660-353-00 MAPPING & LINE LOCATING E	9,000	51.15	8,246.73	0.00	753.27	91.63
400-660-354-00 FIRE SERVICE MATERIALS	875	0.00	875.00	0.00	0.00	100.00
TOTAL COMMODITIES	221,875	32,563.21	146,113.24	1,485.90	74,275.86	66.52
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	830,970	98,838.38	643,165.01	1,485.90	186,319.09	77.58

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

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400-WATER

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD 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						
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SALARIES & BENEFITS						
400-920-101-00 AD & GE SALARIES BOARD	22,462	1,400.00	17,411.47	0.00	5,050.53	77.52
400-920-103-00 AD & GE OFFICE SALARIES	141,900	18,372.18	121,695.10	0.00	20,204.90	85.76
400-920-104-00 FICA TAX	12,600	1,513.17	10,412.15	0.00	2,187.85	82.64
400-920-105-00 HEALTH INSURANCE	25,000	1,224.92	15,986.27	0.00	9,013.73	63.95
400-920-106-00 RETIREMENT	14,100	1,620.20	11,576.56	0.00	2,523.44	82.10
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	216,062	24,130.47	177,081.55	0.00	38,980.45	81.96
CONTRACTUAL SERVICES						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	1,890	151.31	1,622.50	0.00	267.50	85.85
400-920-221-00 TRAINING & CONTINUED EDUC	500	0.00	0.00	0.00	500.00	0.00
400-920-226-00 UNEMPLOYMENT/COMPENSATION	3,600	0.00	2,462.51	0.00	1,137.49	68.40
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,990	151.31	4,085.01	0.00	1,904.99	68.20
COMMODITIES						
400-920-341-00 MATERIALS & SUPPLIES EXPE	25,000	2,671.19	24,731.20	0.00	268.80	98.92
400-920-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-920-347-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-920-348-00 MAINTENANCE & RENT-OFFICE	10,950	0.00	11,000.00	0.00 (	50.00)	100.46
400-920-349-00 AUDITING EXPENSE	8,000	0.00	1,241.50	1,000.00	5,758.50	28.02
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	4,890.36	34,994.38	0.00	3,005.62	92.09
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	0.40	175.19	0.00	524.81	25.03
TOTAL COMMODITIES	111,150	7,561.95	99,387.20	1,000.00	10,762.80	90.32
CAPITAL OUTLAY						
400-920-459-00 CAPITAL OUTLAY COMPUTER	7,500	385.84	7,105.18	0.00	394.82	94.74
TOTAL CAPITAL OUTLAY	7,500	385.84	7,105.18	0.00	394.82	94.74
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	3,119.54	35,174.12	0.00	8,825.88	79.94
TOTAL NON-OPERATING EXPENSES	44,000	3,119.54	35,174.12	0.00	8,825.88	79.94
TOTAL OFFICE/ADMIN	384,702	35,349.11	322,833.06	1,000.00	60,868.94	84.18

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD 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	270,400	22,481.88	247,836.73	0.00	22,563.27	91.66
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,400	22,481.88	247,836.73	0.00	22,563.27	91.66
TOTAL BOND PAYMENTS	270,400	22,481.88	247,836.73	0.00	22,563.27	91.66
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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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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	14,500	0.00	14,500.00	0.00	0.00	100.00
400-999-668-00 REBUILD ALTITUDE AND PRV	5,000	0.00	0.00	0.00	5,000.00	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	15,000	0.00	0.00	0.00	15,000.00	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	143,932.52	0.00	11,939.48	92.34
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	1,736.28	22,557.96	0.00	7,142.04	75.95
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	3,168.18	3,168.18	0.00 (	3,168.18)	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: APRIL 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD 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	256,072	17,893.78	184,158.66	0.00	71,913.34	71.92
TOTAL CAPITAL/PROJECTS	300,072	17,893.78	184,916.82	0.00	115,155.18	61.62
TOTAL EXPENDITURES	2,657,457	257,098.92	2,036,788.44	2,499.90	618,168.66	76.74
REVENUE OVER/(UNDER) EXPENDITURES	( 365,874)	( 24,267.51)	187,262.40 (	2,499.90) (	550,636.50)	50.50-

APRIL 2022 WATER PAYMENT OF BILLS

\$18,516.21 – PHOENIX SOLUTIONS – APRIL CHEMICAL COST

\$1,926.72 – WORLD FUEL SERVICES – DIESEL FUEL WOOD ST GENERATOR

\$14,906.50 – FERGUSON WATERWORKS – MATERIALS TENNERTON TANK PAINTING

\$4,287.94 – CORE & MAIN – PIPE, FITTINGS METER VLT

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DISBURSEMENT 4-01-22 TO 4-30-22

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
RESERVIOIR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110088822306 OHIO LIFT STA	1,437.11
		601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	89.96
	MILLER SUPPLY	601-342-00	MAINTENANCE RIVER IN	PCRD-PIPE COUPLING FOR INT	2,197.00
		601-342-00	MAINTENANCE RIVER IN	PCRD-12VOLT 5AMP BATTERIES	51.96
	AMAZON.COM			TOTAL:	3,715.03
WATER PLANT	BUCKHANNON UTIL BOARDS	642-346-00	MAINT TREATMENT PLAN	DISPOSE OF OLD PALLETS	55.44
		642-221-00	TRAINING & CONTINUED	PCRD-ROOM JHOLLEN EXPO	89.00
	SLEEP INN	642-221-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	8,451.61
	MON POWER	642-211-00	HEALTH INSURANCE	WATER APR 2022 HEALTH INS	1,909.30
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WATER APR 2022 RETIREE'S S	192.00
		642-105-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST NEW	517.41
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	12.64
	ACE HARDWARE & CONTRACTOR SU	642-346-00	MAINT TREATMENT PLAN	PCRD-UPS SHIPMENT TO MISSI	707.50
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	746.71
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	640.00
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	245.50
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	308.00
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	196.00
	JOHN P PLACE, INC	642-350-00	TELEMETRY COSTS	MISSION (SCADA) UPGRADES	8,022.40

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DISBURSEMENT 4-01-22 TO 4-30-22

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	DISBURSEMENTS ACCOUNT-ALL DE	642-105-00	HEALTH INSURANCE	HSA PAYFLEX FEE E THOMASON	2,000.00
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	PREM PAC; LIME; SODA ASH	7,363.50
		642-348-00	CHEMICAL COSTS	PREMIER PAC; CHLORINE	4,694.00
		642-348-00	CHEMICAL COSTS	LIME, SODA ASH, PREMPAC	6,458.71
	USA BLUE BOOK/ HD SUPPLY FAC	642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	1,422.66
		642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	262.75
	US CELLULAR	642-211-00	UTILITIES - ELEC, GA	613-0153 7363 642-5828 514	190.32
	SPRINT	642-211-00	UTILITIES - ELEC, GA	ALL DEPT MAR 2022 GEOTABS	82.59
	OFFICE OF WATER PROGRAMS CA	642-221-00	TRAINING & CONTINUED	PCRD-WATER SYS OPERATION V	170.00
	WALMART STORES INC -BUCKHANN	642-346-00	MAINT TREATMENT PLAN	PCRD-SD CARD READER FOR SC	16.88
		642-346-00	MAINT TREATMENT PLAN	PCRD- SD CARDS FOR SCADA	29.94
		642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	64.65
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	592.19
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	655.89
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	519.65
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	138.50
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	153.40
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	121.53
	CLARKSBURG WATER BOARD	642-349-00	COMPLIANCE MONITORIN	BACT SAMPLES (APRIL 22)	230.00
	AMAZON.COM	642-341-00	OFFICE EXPENSE	PCRD-INK CARTRIDGES	97.58
		642-347-00	PLANT LAB MAINT & SU	DISPOSABLE GLOVES	45.52
		642-341-00	OFFICE EXPENSE	PCRD-PRINTER TONER	102.58
		642-347-00	PLANT LAB MAINT & SU	PCRD-HANGING FOLDERS DISPO	39.15
	PAYFLEX	642-105-00	HEALTH INSURANCE	WATER APR 2022 HSA FEES	13.00
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	APR 2022 ANTENNA RENT WATE	35.00
	AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	304-997-9091 JERRY MYERS	62.55
	WORLD FUEL SERVICES, INC.	642-343-01	PLANT VEHICLE FUEL	WATER FUEL BILL MARCH 2022	403.49
		642-343-01	PLANT VEHICLE FUEL	DIESEL FUEL- WOOD ST GENE	1,926.72
	FAIRWAY LABORATORIES, INC.	642-349-00	COMPLIANCE MONITORIN	LAB TESTS 3/4 & 3/8	50.00
		642-349-00	COMPLIANCE MONITORIN	LAB TESTS 3/4 & 3/8	80.00
	FRONTIER	642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	37.14
		642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	60.96
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	50.45
	**PAYROLL EXPENSES			4/01/2022 - 4/30/2022	28,437.12
				TOTAL:	78,820.74
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	160.83
		660-211-00	UTILITIES - ELEC,GAS	11008895773 TANK #3	6.28
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	5.00
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	6.72
		660-211-00	UTILITIES - ELEC,GAS	110085818216 DERECKBOOSTER	130.99
		660-211-00	UTILITIES - ELEC,GAS	110085973250 RT 3	5.21
		660-211-00	UTILITIES - ELEC,GAS	110085813894 DERECTANK	7.13
		660-211-00	UTILITIES - ELEC,GAS	110088788390 HIGH SCHOOL	1,040.37
		660-211-00	UTILITIES - ELEC,GAS	110100156634 ST JOE TOWER	7.85
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	7.32
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	6.76
	SOUTHERN STATES COOP INC	660-352-00	NEW SERVICES, UPGRAD	GRASS SEED	119.99
		660-352-00	NEW SERVICES, UPGRAD	STRAW	95.88
	AIRGAS USA, LLC	660-352-00	NEW SERVICES, UPGRAD	SUPPLIES FOR WELDING CASI	133.56
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WATER APR 2022 HEALTH INS	4,041.00
		660-105-00	HEALTH INSURANCE	WATER APR 2022 RETIREE'S S	336.00
		660-105-00	HEALTH INSURANCE	WATER APR 2022 RETIREE'S S	144.00
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	118.81

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DISBURSEMENT 4-01-22 TO 4-30-22

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AUTO ZONE	660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	517.41
	ADVANCE AUTO PARTS	660-342-00	MAINTENANCE GARAGE B	OIL ABSORBER	6.96
	PRECISION MACHINE & HYDRAULI	660-344-00	GENERAL EQUIPMENT MA	DIESEL EXHAUST FLUID	16.09
		660-344-00	GENERAL EQUIPMENT MA	REPAIR HYD CYL ON BACKHOE	549.11
		660-344-00	GENERAL EQUIPMENT MA	REPAIR HYD CYL ON BACKHOE	550.19
	MISS UTILITY OF WEST VIRGINI	660-344-00	GENERAL EQUIPMENT MA	REPAIR HYD CYL ON BACKHOE	575.15
	LOWES BUSINESS ACCOUNTS	660-353-00	MAPPING & LINE LOCAT	MARCH 2022 LOCATE MESSAGE	51.15
		660-352-00	NEW SERVICES, UPGRAD	PCRD-MARKING PAINT BUCKET	88.74
		660-344-00	GENERAL EQUIPMENT MA	SUPPLIES FOR CREW TRUCKS	85.36
		660-344-00	GENERAL EQUIPMENT MA	TOOLS; BOLTS; NUTS	111.38
	STATE EQUIPMENT INC.	660-344-00	GENERAL EQUIPMENT MA	FILES & 2 CYCLE OIL	35.96
	WV PUBLIC EMPLOYEES RETIREME	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,424.31
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,478.77
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,359.03
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	246.75
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	283.50
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	240.00
	FERGUSON WATERWORKS	660-352-00	NEW SERVICES, UPGRAD	GATES VALVES; GRIP RINGS	3,984.00
		660-352-00	NEW SERVICES, UPGRAD	8" HYMAX; METER BOX	1,164.00
		660-352-00	NEW SERVICES, UPGRAD	MATERIALS TENN TANK PAINT	14,906.50
	UNIQUE PAVING MATERIALS CORP	660-352-00	NEW SERVICES, UPGRAD	DUC LUGS	106.25
	MISSION COMMUNICATIONS, LLC	660-352-00	NEW SERVICES, UPGRAD	COLD PATCH	974.61
	INDEED.COM	660-348-00	DISTRIBUTION TANK MA	CIRCUIT BD FOR TENN TANK	510.00
		660-341-00	OFFICE EXPENSE	PCRD- HELP AD POL WAT SAN	200.70
		660-341-00	OFFICE EXPENSE	PCRD-HELP AD POL WAT SAN	13.33
	CORE & MAIN LP	660-352-00	NEW SERVICES, UPGRAD	PIPE; FITTINGS; METER VLT	4,287.94
		660-352-00	NEW SERVICES, UPGRAD	2" METER PIT	298.05
		660-352-00	NEW SERVICES, UPGRAD	PIPE; FITTINGS; METER VAU	381.60
		660-352-00	NEW SERVICES, UPGRAD	FITTINGS	1,251.96
	US CELLULAR	660-211-00	UTILITIES - ELEC,GAS	613-0153 7363 642-5828 514	190.32
	SPRINT	660-211-00	UTILITIES - ELEC,GAS	ALL DEPT MAR 2022 GEOTABS	82.59
	INTERNAL REVENUE SERVICE	660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,040.77
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,097.20
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	996.11
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	243.42
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	256.60
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	232.97
	PAYFLEX	660-105-00	HEALTH INSURANCE	WATER APR 2022 HSA FEES	32.50
	A&A SAFETY	660-343-00	VEHICLE MAINTENANCE	LED LIGHT FOR TOP OF TRK	285.00
	AT&T MOBILITY	660-211-00	UTILITIES - ELEC,GAS	304-642-5819 KELLY ARNOLD	56.55
	WORLD FUEL SERVICES, INC.	660-343-01	LINE VEHICLE FUEL	WATER FUEL BILL MARCH 2022	1,323.67
	YOUR GOSOFTWARE	660-341-00	OFFICE EXPENSE	PCRD-MICROSOFT OFFICE	156.48
	ABLE FAMILY EYE CARE	660-352-00	NEW SERVICES, UPGRAD	REIMB FOR BACKFLOW REPAIR	299.60
	FRONTIER	660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	37.13
		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			4/01/2022 - 4/30/2022	50,323.56
				TOTAL:	98,838.38
OFFICE/ADMIN	CITY OF BUCKHANNON GENERAL F	920-341-00	MATERIALS & SUPPLIES	APR 2022 LETTER OF CREDIT	78.13
		920-341-00	MATERIALS & SUPPLIES	MAR 2022 LETTER OF CREDIT	78.13
	WV PUBLIC EMPLOYEES INSURANC	920-105-00	HEALTH INSURANCE	WATER APR 2022 HEALTH INS	1,106.42
		920-105-00	HEALTH INSURANCE	WATER APR 2022 RETIREE'S S	112.00
	WESTFIELD INSURANCE	920-352-00	PROPERTY INSURNACE	4-1-22 TO 4-1-23 QTRLY PYM	4,890.36



FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	LOWES BUSINESS ACCOUNTS	920-341-00	MATERIALS & SUPPLIES	SQUEEGEE	1.18
	WV PUBLIC EMPLOYEES RETIREME	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	533.43
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	529.29
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	529.79
		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	MARCH 2022 AA FEES	224.56
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	MARCH 2022 CREDIT CARD FEE	1,286.66
	TOSHIBA FINANCIAL SERVICES	920-999-00	ADM BOARD-BILLING MI	CITY HALL COPIER LEASE 4/9	144.01
	RAVEN ROCK NETWORKS INC	920-999-00	ADM BOARD-BILLING MI	IT SERVICE CONTRACT APR 20	212.50
	CITIZENS BANK OF WV	920-459-00	CAPITAL OUTLAY COMPU	MAY 2022 COMPUTER SERV PYM	385.84
	US CELLULAR	920-211-00	UTILITIES - ELEC,GAS	642-1651 613-0113 0002	61.82
	WVNET	920-341-00	MATERIALS & SUPPLIES	WEB HOSTING 3RD QUARTER FY	18.75
	WALMART STORES INC -BUCKHANN	920-341-00	MATERIALS & SUPPLIES	CLEANING SUPP CITY HALL	27.57
		920-341-00	MATERIALS & SUPPLIES	SUPPLIES FOR CITY HALL	35.31
		920-341-00	MATERIALS & SUPPLIES	CLEANING SUPP CITY HALL	27.00
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	486.58
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	375.32
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	364.48
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	113.78
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	87.77
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	85.24
	AMAZON.COM	920-341-00	MATERIALS & SUPPLIES	PCRD-BATTERIES PAPER CHARG	62.53
	PAYFLEX	920-105-00	HEALTH INSURANCE	WATER APR 2022 HSA FEES	6.50
	UPSHUR COUNTY CLERK	920-999-00	ADM BOARD-BILLING MI	RELEASE LIEN SHARON AYERS	12.00
	FP MAILING SOLUTIONS	920-999-00	ADM BOARD-BILLING MI	PCRD-POSTAGE	129.38
	U.S. POSTAL SERVICE (CMRS-FP	920-999-00	ADM BOARD-BILLING MI	APR 2022 PSTG 2ND PYMT	250.00
		920-999-00	ADM BOARD-BILLING MI	APRIL 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	920-999-00	ADM BOARD-BILLING MI	MAILER & INSERTER PYMT APR	94.31
	TYLER TECHNOLOGIES INC	920-999-00	ADM BOARD-BILLING MI	UTIL BILLING IVR, SITE, NO	1,968.11
	ROSSMAN & CO/PCB CORP	920-341-00	MATERIALS & SUPPLIES	UTL DEBT COLLECTION MAR 20	81.37
	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	24.17
	SUDDENLINK	920-999-00	ADM BOARD-BILLING MI	CITY HALL INTERNET APRIL 2	59.23
	**PAYROLL EXPENSES			4/01/2022 - 4/30/2022	19,772.18
				TOTAL:	35,348.71
BOND	MUNICIPAL BOND COMM OF WV	970-221-00	WATER BOND A 2016	WATER BOND A PYMT MAY 2022	22,481.88
				TOTAL:	22,481.88
CAPITAL/PROJECTS	J.P. MORGAN EQUIPMENT FINAN	999-681-00	SCADA TANK/PUMP STAT	WAT MAY 2022 SCADA/METER P	12,989.32
	C.I. THORNBURG CO., INC.	999-686-00	REBUILD ALTITUDE AND	VALVE REPAIR KITS	1,774.34
	ENTERPRISE FM TRUST	999-682-04	SUPERVISOR TRUCK	25H3G4 21 RAM 1500 LEASE P	405.28
		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
	VAG USA, LLC	999-686-00	REBUILD ALTITUDE AND	SOLENOID & LIMIT SWICH AS	1,393.84
				TOTAL:	17,893.78

Motion to approve the April 2022 financial report was made by Nestor/Reger. Motion carried.

Without objection, Mayor Skinner moved **G.1 Approval Water Board Budget FY 2022/23** to the table for discussion and possible vote. Amby Jenkins provided an overview of the Water Board Budget FY 2022/23, which had been provided to the Board members at the last meeting. Discussion among the Board members, Kelly Arnold, Amby Jenkins and Jay Hollen took place.

WATER	budget	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22 approved by Water Bd 5-13-21	2021-22 actual thru dec	2022-23 proposed budget		Kelly's		
		ACTUAL	actual	actual	actual	actual					Ranking		
	ESTIMATED BALANCE ON HAND	0		0	0	361,931	365,874		447,796				
-400	350-000-00 RESIDENTIAL SALES	847,419	873,970	883,657	870,512	874,657	888,000	509,076	900,000	Rate increase took affect Aug 2021			
-400	350-000-01 COMMERCIAL/INDUSTRIAL SALES	567,817	583,632	592,211	530,005	498,035	478,000	316,555	500,000	Rate increase took affect Aug 2021			
-400	350-000-03 PRIVATE FIRE PROTECTION	19,515	15,600	15,490	15,878	4,890	15,000	8,085	15,000				
-400	350-000-04 MT HOPE WATER (MASTER METER)	153,265	135,173	140,969	126,350	121,754	118,000	84,402	150,000				
-400	360-000-01 HODGESVILLE PSD (MASTER METER)	184,028	222,499	229,221	217,562	215,879	220,000	115,711	220,000	caught up on past due			
-400	360-000-02 ELKINS ROAD PSD (MASTER METER)	114,182	130,023	140,539	137,606	155,324	150,000	89,910	160,000				
-400	360-000-03 ADRIAN PSD (MASTER METER)	192,127	214,053	251,580	200,062	202,076	196,000	124,016	230,000				
-400	366-000-01 STATE GRANTS	0			53,077	44,810	64,067	0	0				
-400	366-000-02 FEMA GRANT -GENERATORS												
-400	368-000-00 TAP FEES	4,500	20,234	22,710	6,750	0	10,000	14,960	10,000				
-400	368-100 Contributions Not Rule 5.5	3,070	10,000	8,633	0	0	0	3,388	0				
-400	370-000-01 LATE CHARGES	44,591	44,190	-8,610	23,360	21,456	19,000	12,809	19,385				
-400	370-000-03 CUSTOMER BILL (nsf BANK FEES)	4,625	3,400	3,700	2,325	3,212	2,000	1,875	2,000				
-400	370-000-05 ATLANTIC CST PIPELINE REV		96,097	2,179,635	115,200	0			0				
-400	379-000-00 GAIN ON SALE					2,787							
-400	380-000-00 INTEREST INCOME	983	1,879	2,832	7,111	8,209	1,000	26	1,000				
-400	399-000-00 MISC, NONOPERATING INCOME	28,582	41,633	69,436	38,674	35,853	33,000	16,616	33,000				
	TOTAL REVENUES	2,164,703	2,392,384	4,585,080	2,336,205	2,219,190	2,130,000	1,297,431	2,240,385				
	TOTAL WITH EST. BAL ON HAND	2,164,703	2,392,384	4,585,080	2,336,205	2,581,121	2,495,874	1,297,431	2,688,181				
	ACP water sys improve												
	CONTRACTUAL SERVICES												
-400	601-211-00 UTILITIES - ELEC,GAS,PHONE	14,964	17,056	16,903	17,270	17,100	19,000	10,184	20,000				
-400	601-226-00 PAYROLL OVERHEAD (FICA,RET,ETC			0									
-400	601-342-00 MAINTENANCE RIVER INTAKE&PUMP		208	69,932	2,771	954	4,000	1,422	3,500				
-400	601-346-00 WATERSHED MANAGEMENT			0	2,390	0							
-400	601-347-00 MAINTENANCE DAM		25	50	1,805	109	4,000	0	4,000	may need to do repairs			
-400	601-399-00 WATERSHED, DAM MISC			0	0	0	5,000	0	5,000				
-400	642-103-00 WATER PUMPERS SALARIES	292,322	221,275	240,617	271,457	263,036	298,000	110,922	278,000	2700 longevity pay into only			
-400	642-104-00 FICA TAX	22,412	16,976	18,482	20,845	20,177	22,800	8,509	21,380				
-400	642-105-00 HEALTH INSURANCE	62,518	55,133	40,369	17,341	33,759	30,000	20,956	38,500	5% increase			
-400	642-106-00 RETIREMENT	34,044	23,003	23,671	26,734	24,320	29,800	10,828	25,000				
-400	642-211-00 UTILITIES - ELEC, GAS, PHONE	119,115	127,075	124,583	124,111	103,671	111,000	59,266	115,000				
-400	642-221-00 TRAINING & CONTINUED EDUCATION	3,420	2,803	4,452	1,537	1,161	2,500	1,865	2,500				



-400 642-228-00	UNEMPLOYMENT/COMPENSATION	7,240	6,577	6,745	6,760	5,170	7,000	2,535	7,000								
-400 642-341-00	OFFICE EXPENSE	2,636	2,277	344	1,453	1,777	3,000	1,480	3,000								
-400 642-342-00	MAINT TREATMENT PLANT BLDG	3,894	2,731	1,034	3,438	11,591	5,250	9,893	6,000								
-400 642-343-00	VEHICLE MAINTENANCE	999	2,542	310	250	61	500	941	700								
-400 642-343-01	FUEL	3,491	3,508	4,170	3,766	3,883	4,400	453	4,400								
-400 642-344-00	GENERAL EQUIPMENT MAINTENANCE	1,832	1,442	1,226	2,234	2,360	2,000	1,403	2,500								
-400 642-345-00	UNIFORMS PERSONAL SAFETY EQUIP	3,422	3,516	3,466	3,479	4,336	3,500	1,545	3,500								
-400 642-346-00	MAINT TREATMENT PLANT EQUIP	12,435	12,912	26,144	28,803	29,426	70,000	40,767	81,000								
-400 642-347-00	PLANT LAB MAINT & SUPPLIES	14,055	15,974	37,001	8,576	8,507	15,000	4,128	15,000								
-400 642-348-00	CHEMICAL COSTS	134,232	144,930	149,917	171,528	137,847	180,000	75,102	216,000								
-400 642-349-00	COMPLIANCE MONITORING	6,216	9,277	13,434	9,324	6,031	23,000	9,559	23,000								
-400 642-350-00	TELEMETRY COSTS(Mission)			7,181	7,241	8,097	12,000	17,204	21,600								
-400 642-399-00	PLANT MISCELLANEOUS	2,065	2,371	3,102	239	2,524	3,000	902	3,000								
-400 642-459-00	WATER PLANT CAPITAL							4,100	0							30,000 plant doors/windows ; 24,000 chemical pumps	
-400 660-103-00	T & D LINE CREW SALARIES	229,768	296,869	301,034	309,943	309,512	350,500	189,313	432,000								
-400 660-104-00	FICA TAX	17,689	22,871	23,180	23,858	24,774	26,900	14,593	33,048								
-400 660-105-00	HEALTH INSURANCE	76,765	106,308	119,602	103,480	56,097	81,000	45,723	76,500								
-400 660-106-00	RETIREMENT	24,771	31,625	29,677	30,670	32,143	35,050	18,931	38,880								
-400 660-211-00	UTILITIES - ELEC,GAS,PHONE	27,127	27,846	27,178	25,242	23,523	28,000	12,158	28,000								
-400 660-221-00	TRAINING & CONTINUED EDUCATION	1,576	1,274	1,656	171	208	1,700	609	1,700								
-400 660-226-00	UNEMPLOYMENT/COMPENSATION	7,157	12,168	8,917	9,145	9,189	13,000	5,499	13,000								
COMMODITIES																	
-400 660-341-00	OFFICE EXPENSE	3,940	1,744	4,056	3,972	6,830	4,000	3,060	8,325								
-400 660-342-00	MAINTENANCE GARAGE BLDG	1,790	2,401	1,394	2,501	3,079	3,000	951	3,000								
-400 660-343-00	VEHICLE MAINTENANCE	2756.64	3,124	5,991	1,251	7,289	4,000	603	4,000								
-400 660-343-01	FUEL	9655.17	11,388	11,158	8,560	9,867	11,000	6,114	11,000								
-400 660-344-00	GENERAL EQUIPMENT MAINTENANCE	19230.19	26,939	16,758	16,087	13,076	17,000	4,739	17,000								
-400 660-345-00	UNIFORMS-PERSONAL SAFETY EQUIP	2,657	3,108	3,406	4,149	4,336	4,500	1,592	4,500								
-400 660-347-00	BOOSTER PUMP BLDG EQUIP MAINT	640	2,348	7,858	7,503	1,722	15,000	3,371	15,000								
-400 660-348-00	DISTRIBUTION TANK MAINTENANCE	126	9,750	10,038	49,296	2,071	25,000	5,097	25,000								
-400 660-349-00	LINE MAINTENANCE MATERIALS	120		0	10	150		0	0								
-400 660-350-00	LINE MAINT PERMITS (DOH)	439	326	34	300	0	0	0	0								
-400 660-351-00	COMPLIANCE MONITORING	1,500	5,000	230	0	0	0	0	0								
-400 660-352-00	NEW SERVICES, UPGRADE MATERIAL	70,757	55,090	99,927	72,245	92,578	100,000	56,059	141,600								

-400 660-353-00	MAPPING & LINE LOCATING EXP	557	6,196	746	9,161	1,452	8,000	4,048	11,000								
-400 660-354-00	FIRE SERVICE MATERIALS	262		0				875	0								
-400 660-999-00	TRAN DISTRIB MISCELLANEOUS	445	849	1,180	849	2,042	1,200	951	1,200								
-400 902-103-00	METER ON/OFF & MAINT LABOR	72,365		0				430									
-400 902-104-00	FICA TAX	5,543		0													
-400 902-105-00	HEALTH INSURANCE	31,505		0													
-400 902-106-00	RETIREMENT	8,684		0													
-400 902-221-00	TRAINING EDUCATION	0		0													
-400 902-226-00	PAYROLL OVERHEAD-FICA,RET,INS	6,175		0													
-400 902-342-00	MAINT METER SHOP			0													
-400 902-343-00	VEH MAINT	227		0													
-400 902-343-01	METER VEH FUEL	1,403		0													
-400 902-344-00	GENERAL EQUIP MAINT			0													
-400 902-345-00	UNIFORM-SAFETY	2,109		0													
-400 902-346-00	REPLACE METERS																
-400 902-999-00	CUST SERVICE-METER READ - MISC			0													
-400 920-101-00	AD & GE SALARIES BOARD	23,021	26,147	25,678	23,993	24,833	23,500	11,811	22,462								
-400 920-103-00	AD & GE OFFICE SALARIES	116,523	127,282	134,340	146,842	137,582	141,900	69,988	160,000								
-400 920-104-00	FICA TAX	10,695	11,743	12,246	13,074	12,527	12,600	6,028	14,000								
-400 920-105-00	HEALTH INSURANCE	62,572	68,178	71,296	69,826	13,720	25,000	10,973	22,000								
-400 920-106-00	RETIREMENT	14,440	14,060	13,105	14,983	14,312	14,100	6,696	14,500								
-400 920-211-00	UTILITIES - ELEC,GAS,PHONE	1,689	1,675	1,627	1,559	1,703	1,890	1,016	2,000								
-400 920-221-00	TRAINING & CONTINUED EDUCATION	724	548	31		0	500	0	500								
-400 920-226-00	WORKER COMP(UNEMPL)	33,407	31,782	16,865	1,184	2,336	2,600	1,269	2,600								
-400 920-232-00	BOND ANNUAL FEE					1,583											
COMMODITIES																	
-400 920-341-00	MATERIALS & SUPPLIES EXPENSE	16,950	19,513	22,972	28,588	24,021	25,000	12,103	25,000								
-400 920-348-00	MAINTENANCE & RENT-OFFICES	10,950	10,950	10,950	10,950	10,439	10,950	950	10,950								
-400 920-349-00	AUDITING EXPENSE	3,049		3,203	1,124	2,783	3,000	1,242	3,000								
-400 920-350-00	LEGAL EXPENSE	30,032	18,655	27,401	7,460	8,235	8,500	10,000	8,500								
-400 920-351-00	ENGINEERING EXPENSE	22,033	4,804	0													
-400 920-352-00	PROPERTY INSUR VEH GENLIAB	8,978	6,024	16,971	36,640	33,523	38,000	30,104	38,000								
-400 920-353-00	PSC ASSESSMENTS	5,852	6,155	5,945	5,763	9,696	6,000	9,696	6,000								
-400 920-369-00	DEP INT	197	347	740	1,315	921	700	118	700								
-400 920-459-00	CAPITAL OUTLAY		2,842	3,711	6,005	0	7,500	5,117	20,000								

-400 920-999-00	ADM BOARD-BILLING MISC	33,807	37,201	35,796	37,360	36,431	44,000	25,263	44,000								
-400 970-221-000	BOND A	90,201	269,741	270,592	270,319	248,884	270,000	157,909	270,000	bond payments							
-400 970-221-000	BOND A interest	1,079		0		0											
-400 999-130-00	BOAT & AC GRANT				14,292												
-400 999-140-00	ISLAND AVE 6						0						5	150,000	Not in budget		
-400 999-163-00	PLANT LAB UPGRADE			0													
-400 999-170-00	ATLANTIC CS PIPE SYSTEM UPGRADE		95,566	1,901,698	339,849												
-400 999-172-00	KENNEDY HYDRANT REPLACEMENT			0													
-400 999-176-00	LIGHTBURN ST												7	75,000	Not in budget		
-400 999-178-00	HYD UPGRADE TO STEAME		10,000														
-400 999-188-00	BRUSHY FORK LANE WIDENING			0	0		40,000										
-400 999-189-00	RENEW METER SERVICES			0													
-400 999-190-00	VARIOUS OTHER PROJECTS	14,341	3,462	5,158	3,734	8,494	4,000	758	4,000								
-400 999-191-00	HOUSING AUTHORITY-METERING			0													
-400 999-612	WAT PL PROJ PHASE 1			0													
-400 999-613-00	KNOLLWOOD 4	3,000		0									6	35,000	not in budget		
-400 999-619-00	VALVES TO REPLACE	2,322	18,198	0													
-400 999-620-00	EMERGENCY GENERATORS			0	1,500												
-400 999-623-00	CORRIDOR H SOUTH WATER LINE				60,000												
-400 999-627-00	GPS & LAPTOP			4,180													
-400 999-666-00	VICTORIA HILL TANK	333	-333	0													
-400 999-667-00	FILTER MEDIA REPLACEMENT			0			12,000		0								
-400 999-668-00	REBUILD ALTITUDE AND PRV			0					0								
-400 999-669-00	EWMS Grant Expense(early warning monitor system)		44,850	47,999	83	0	11,000		11,000								
-400 999-670-00	ARMORY LINE			0													
-400 999-671-00	REPLACE FLAT METER LIDS			0													
-400 999-672-00	LEAK DETECTION EQUIP		22,305														
-400 999-673-00	CLOW TANK BIO FILM REMOVAL			0									9	50,000	not in budget		
-400 999-675-00	BOOM TRUCK RENTAL/sludge	650		0	1,200												
-400 999-676-00	PLANT AIR COMPRESSOR			0		0	25,000		36,000								
-400 999-677-00	SLUDGE PUMPS	547		0													
-400 999-678-00	PLANT FLOW METER			0													
-400 999-679-00	LIME/SODA ASH FEEDER			0												55T if financed 5yrs \$1000 8 permth	
-400 999-681-00	SCADA /RADIO RD METERS LOAN-CHA	162,380	157,432	155,872	156,922	142,883	155,872	90,825	64,947	radio read loan will pay off in nov 22							
-400 999-681-01	ADRIAN HODGESVILLE SCADA																
-400 999-110-00	paint tanks			0		7,620											
-400 999-685-00	SECURITY			0													
-400 999-682-00	RAW WATER TURB METER		24,679		5,000				50,000				2-Need to	50,000	in budget		
-400 999-682-01	PROPERTY PURCHASE 161WOOD			0													
-400 999-682-02	DRAINS IN MASTER METER PITS	3,584		0													
-400 999-682-03	XREA PUMPS FOR PUMPSTATION		3,065														

400	999-682-04	SERVICE TRUCKS		28,161	30,089	32,337	29,754	29,700	14,802	20,769	nissans & dodge ram1500 ent \$8T annually for lowboy.Pmnt shared by 4 depts.			80T mini excavator if financed 6yrs 3 1,233.47mnth	
400	999-682-05	BACKHOE	17675.16	17,675	17,675	17,675	11,801	0		8,000					
400	999-682-06	CAPSTONE REPAIR WTP BLDGS	17,740											10 ???	
400	999-682-07	ROOFING SEAM REPAIR		4,890										10 ???	
400	999-686-00	REBUILD ALT			0										
400	999-682-08	CAD Software License			0										
400	999-682-09	TANK MIXERS TENNERTON TANK			0										
400	999-682-10	Tennnerton TANK CAGE			0										
400	999-682-11	LAWN TRACTOR	15,000	4,260	3,250										
400	999-682-12	DEER CREEK LINE			0					50,000			1-Need to	50,000	in budget
400	999-683-00	SECURITY FENCING PER TANKS		11,929	0										
400	999-684-00	TANK INSPECTION								15,000			1-Need to	15,000	in budget
		FILTER REHAB			0										
		BOOSTER tennnerton Upgrade						0							
		Install Master Meters at WVWC													
		TOTAL EXPENDITURES	2,092,821	2,402,622	4,306,545	2,775,319	2,069,917	2,496,912	1,234,517	2,688,181			4	100,000	
		REVENUE OVER/(UNDER) EXPENDITURES	71,882	(10,238)	278,535	(439,114)	511,204	(1,038)	62,914	0					

Motion to approve the Water Board Budget FY 2022/23 as presented was made by Rizo/Reger. Motion carried.

D. Department Report

D.1 Water Department Report– Kelly Arnold addressed the rankings of necessary projects along with the following highlights:

- Water leaks-8
- Weekly safety meetings.
- Locates.
- Renewed service -0
- New Services-1 – Battle Green
- Residential meters changed-5
- Residential meters tested-0
- Public Service District meters tested-0
- All meters were read in system
- Will be putting hydrant and fittings in at Tennnerton May 10
- Concreted Street, driveways and sidewalk’s back
- Mission issues at Tennnerton tank site
- ISO came and got information for their report
- Lowered 6” line on Shawnee St. for sewer dept.
- 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.
- 57.4 million gallons of water was treated for the month of April 1.9 million a day.
- Cost per million gallon treated for March \$177.14
- 20,380 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

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	57,426,090	903,370	2,067,992	19,746,400	30,339,600	7.61%
May-22						#DIV/0!
Jun-22						#DIV/0!
Totals:	611,677,646	10,572,931	18,040,052	212,058,400	310,854,100	9.83%



Month: Apr-22

			Monthly Total	Y-T-D	
Million Gallons Treated:			57.4	610.66	
Total Chemical Treatment Cost:			10167.94	114943.1	
Cost per Million Gallons:			177.1417	188.2276	
Chemical	Cost	Unit	Amount Used (lbs)	Monthly Cost	Y-T-D Cost
Carbon	1.25 lb		0	0	4675
Chlorine	1.09 lb		1170	1275.3	8347.77
Fluoride	1.39 lb		450	625.5	4744
KMnO4	3.65 lb		211.5	771.975	12653.35
	1.4				
Lime	0.2 lb		800	160	3007
Premier Pac	0.44 lb		8839	3889.16	44627.47
Soda Ash	0.420 lb		6100	2562	28759
Sodium Hex	2.21 lb		400	884	8129.5
Smart-Phos	14.16 GAL		0	0	0
				10167.94	114943.1

Further discussion took place regarding the ISO rating, which is now a 4. Our goal is to get down to a 2.

Water loss is averaging 9.83%. Kelly noted there was a ¼“ hole found in the Deer Creek service line that has been repaired.

Other issues including the ramifications of high water affecting operations and the manner that they treat the water during flooding conditions.

Mr. Arnold reported that the lead samples submitted from the Tenney Trailer Park came back with a good rating of .172.

Mr. Arnold reported on the condition of the roof at the Water Plant noting that it was in need of either repair or replacement. Cost to replace would be approximately \$454,000 and the cost to patch it would be \$36,000. Discussion took place. Mr. Arnold will continue to monitor the roof condition and report back to the Board.

Mr. Nestor asked about the water supply and if there was ample water on hand during low water level times and Mr. Arnold reported that there was.

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

E.1 Mt Hope Water Association Meeting Minutes- March 2022

Mt Hope Water Association Minutes  
Board of Directors Meeting Monday March 21, 2022

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday March 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 and Nicholas Cutright. Also in attendance were Secretary/Treasurer Laurie Adams and Chief Operator Jeff May. Minutes from the previous Regular Meeting were approved, a motion was made by Nicholas, 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. The 4” meter at Sunny Buck’s Apartments was tested and we are looking into the cost of a bypass which should have been put in with the original construction. The leak adjustments that were presented were approved, a motion was made by Nicholas, motion carried. Laurie and Jeff briefly discussed our part-time employee in the field. All seems to be going along well. There was a meeting concerning the new Lead and Copper Rule Revisions in Nutter Fort on March 9<sup>th</sup>, both Laurie and Jeff attended. The paperwork handed out will be helpful and we will likely test in September. The Board discussed the American Rescue Plan funding requests from the Upshur County Commission again. Laurie gave the board what updated quotes she had and added a new quote for radio read meters. Laurie will also check with the USDA about possible funding for the radio read meters. Donnie had spoke to Horner Brothers concerning the two waterline replacement projects. The criteria as to

whether or not engineering would be necessary would depend on the county’s requirements. Mr. Zickefoose has now paid partial restitution to Mt Hope Water. There being no further business, the meeting was adjourned at 7:00, motion made by Debbie, motion carried.

Submitted by: Laurie Adams

**E.2 Elkins Road P.S.D. Meeting Minutes-March & April 2022**

Elkins Road Public Service District  
Board of Directors’ Regular Meeting  
March 15, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, March 15, 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-David Burr and Board Member-Vacant

Staff Present were: Office Manager-Carolyn Douglas; Billing Clerk-Linzy Wilson; System Operator-David Wamsley

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

Unless otherwise stated all motions passed by vote 2-0.

Recognize that two (2) customers were present.

**APPROVAL OF MINUTES**

Minutes of February 8, 2021 Regular Monthly Meeting were presented for approval. **Carey Wagner 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. **Carey Wagner made a motion to approve the financial report and pay the bills to date. Seconded by David Burr. Motion carried**

**PHASE III EXTENSION PROJECT**

Cary Smith with Region VII presented Request # 21 in the amount of \$198,596.26 for IJDC for a total of \$198,596.26. **David Burr made a motion to approve and make payments. Carey Wagner seconded. Motion carried**

Greg Belcher with Chapman Technical gave some updates on the remaining items to be completed before the extension can be closed. He said the balance of meters for the system have been ordered by A. J. Burk and we are still awaiting pricing for the paving of the parking lot (Carey ask about lines being painted on when the paving is done). Greg is still waiting on pricing to install the backflow at the City of Buckhannon master meter.

**MAINTENANCE**

Dave Wamsley gave the February Maintenance Report. There was only one main line leak repaired this month. Unaccounted for water loss was discussed and though the water usage has begun to come back down we will continue to try and locate leaks within our system, as always.

Dave presented pictures of the Ponderosa booster station to the Board for review of the extensive work that needs to be done on that station. The booster station serves two residences and has been there since the beginning of the 80’s. After reviewing the pictures it was determined that the whole station needs to be replaced in the next couple of years. For now we are going to have some electrical work performed and just installed a new pump.

**QUICK DAMAGE/CLAIM/LAWSUITS**

No Updates

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Carey Wagner.** Meeting adjourned at 5:45 p.m.

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

Respectfully submitted: ERPSD Board of Directors Secretary, David Burr//CD

Approved By:

Board Chair/Treasurer	Secretary	Board Member
Carey Wagner	David Burr	Vacant



Elkins Road Public Service District  
Board of Directors' Regular Meeting  
April 5, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, April 5, 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-David Burr (via zoom) and Board Member-Vacant

Staff Present were: Office Manager-Carolyn Douglas; Billing Clerk-Linzy Wilson; System Operator-David Wamsley

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

Unless otherwise stated all motions passed by vote 2-0.

Recognize that two (3) customers were present.

**APPROVAL OF MINUTES**

Minutes of March 15, 2021 Regular Monthly Meeting were presented for approval. **Carey Wagner 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. **Carey Wagner made a motion to approve the financial report and pay the bills to date. Seconded by David Burr. Motion carried**

**PHASE III EXTENSION PROJECT**

Cary Smith with Region VII presented Request # 22 in the amount of \$169,861.83 for IJDC and \$7,788.10 for SCBG totaling \$177,649.93. **David Burr made a motion to approve and make payments. Carey Wagner seconded. Motion carried**

Greg Belcher with Chapman Technical said there wasn't much to update on with the remaining items to be completed before the extension can be closed. He said that he had received a quote from Pro Contracting for the master meter back flow preventer and that the change order would be coming the next day.

**David Burr made a motion to approve Change Order # 8 for Pro Contracting in the amount of \$47,000.00. Seconded by Carey Wagner. Motion carried.**

**MAINTENANCE**

Dave Wamsley gave the March Maintenance Report. He stated that we had repaired several leaks and had some electrical upgrades made to the Ponderosa-Stanley Station. A mowing schedule was presented to contract maintenance (Randy Osburn) for the upcoming mowing season. Unaccounted for water loss was discussed and though the water usage has begun to come back down we will continue to try and locate leaks within our system, as always.

The Board ask Dave to check all stations, tanks, prvs on the system and let them know of any problems that are starting and need to be addressed soon or in the near future

**QUICK DAMAGE/CLAIM/LAWSUITS**

No Updates

There being no further business, **the meeting adjourned on motion made by Carey Wagner and seconded by David Burr. Meeting adjourned at 5:45 p.m.**

The next meeting will be held on Monday, May 2, 2022 at 5:00 p.m.

Respectfully submitted: ERPSD Board of Directors Secretary, David Burr//CD

Approved By:

Board Chair/Treasurer	Secretary	Board Member
Carey Wagner	David Burr	Vacant

E.3 R.O.W. Agreement Waterline Extension-Upshur County Development Authority-Brushy Fork Road -Index Water Agreement A223

CITY OF BUCKHANNON  
70 EAST MAIN STREET  
BUCKHANNON WV 26201-2274

WATER A 223  
BOOK 588 PAGE 633

CITY OF BUCKHANNON  
RIGHT OF WAY AGREEMENT  
WATERLINE EXTENSION

This RIGHT-OF-WAY AGREEMENT, made this 22nd day of March, 2022 by and between THE UPSHUR COUNTY DEVELOPMENT AUTHORITY, Grantors and party of the first part, and THE CITY OF BUCKHANNON, a municipal corporation, Grantee and party of the second part.

WITNESSETH: That for and in consideration of the sum of One Dollar (\$1.00), and other good and valuable considerations, the receipt of which is hereby acknowledged, the said Grantors do hereby grant and convey unto the said City of Buckhannon, a municipal corporation, its successors and assigns, a permanent Right-of-Way or easement 15 feet in width and a temporary construction right of way or easement 20 feet in width on, over, across, under, and through lands owned by the parties of the first part, running approximately 1516.50 feet in length, for the purpose of construction, installation, operation, maintenance, repair, replacement, improvement, and removal, if necessary, of a waterline or lines including necessary appurtenances such as valves, fittings, and service connections, upon and underlying those certain lots, tracts or parcels of land, situate on the southerly side of the Brushy Fork Road (WV County Route 7), the northerly side of Brushy Fork (a tributary of Fink's Run) and the westerly side of Ridgeway Road (WV County Route 7/1), west of the City of Buckhannon in the Buckhannon District of Upshur County in Upshur County, West Virginia. The property which is subject to this easement was conveyed to the parties of the first part by deed dated May 14, 2008, which is of record in the office of the Clerk of the County Commission of Upshur County, West Virginia, in Deed Book 474 at Page 655.

It is agreed that the centerline of said right of way or easement shall correspond to the centerline of the waterline and will be generally located as shown, set forth and delineated upon that certain map attached hereto.

The Grantee covenants and agrees to backfill, replace and reseed, as necessary, any surface within the Right-of-Way or easement area as may be disturbed at anytime by the construction, installation, operation, maintenance, repair, replacement, improvement and removal, of said waterline or lines, and to repair, as necessary, such part of the sidewalks, driveways, and drain lines or property of the Grantors as may be disturbed or damaged at any time by the construction, maintenance, operation, repair and /or replacement of said waterline or lines.

The Grantee further covenants and warrants to defend, save and hold the Grantors harmless from any liabilities or obligations of any kind or character whatsoever in connection with, or in any way arising out of the construction, operation, maintenance, repair and replacement of said waterline or lines.

It is agreed that the Grantors shall have the right to use the surface overlying the Right-of-Way and easement area herein conveyed, except during periods of actual construction and maintenance, for such purposes as the Grantors may desire, providing that such use shall not at any time interfere with any of the rights herein granted to the Grantee. Specifically restricted is the construction of permanent structures over, and upon, said Right-of-Way.

This document was prepared by: City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201  
(304) 472-1651

BOOK 588 PAGE 634

DECLARATION OF CONSIDERATION

The undersigned Grantors do hereby declare that this right of way grant is not subject to the West Virginia excise tax upon the privilege of transferring title to real estate, as this is a right of way grant to a municipal corporation.

WITNESS the following signatures for the UPSHUR COUNTY DEVELOPMENT AUTHORITY:

Jennifer Bostian, Executive Director Skip Gjolberg, President

STATE OF West Virginia  
COUNTY OF Upshur, to-wit

I, Melodie Stemple, a Notary Public in and for said County and State, do hereby certify that Jennifer Bostian & Skip Gjolberg whose names are signed to the foregoing right of way agreement, bearing date the 7th day of April, 2022, have this day acknowledged the same before me in the said County and State.

Given under my hand this 7th day of April, 2022  
My commission expires: Nov. 2, 2025



Melodie Stemple  
Notary Public

THE CITY OF BUCKHANNON,  
a municipal corporation

By: Robert N. Skinner, III  
It's Mayor

ATTEST  
It's Recorder  
Assistant Recorder

STATE OF WEST VIRGINIA,  
COUNTY OF UPSHUR, to wit:

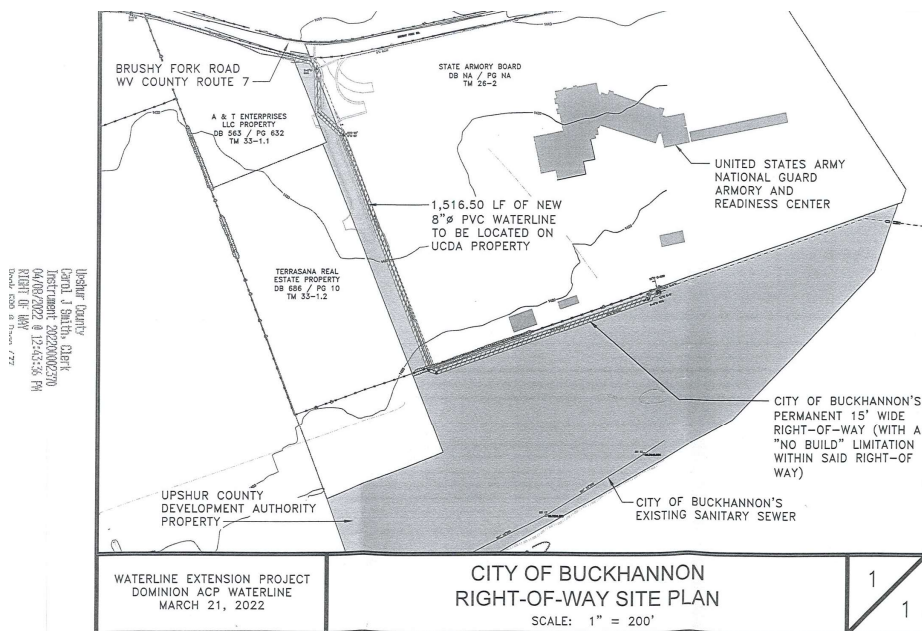
I, James S. Hollen, III, a Notary Public in and for said County and State, do hereby certify that Robert N. Skinner, III, who signed the foregoing right of way agreement, bearing date the 7th day of March, 2022, as Mayor for The City of Buckhannon, a municipal corporation, has this day, in my said County and State, before me, acknowledged the said writing to be the act and deed of said municipal corporation.

Given under my hand this 7th day of April, 2022  
My commission expires: September 13, 2022



Notary Public  
J S Hollen





**E.4 Letter to WVEMD RE: Invoice No. 22 DHS/FEMA Region III Hazard Mitigation Project Emergency Power Generators and Manual Transfer Switches**

**City of Buckhannon**  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

May 5, 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  
and Manual Transfer Switches  
Hazard Mitigation Program FEMA-DR-4273-WV-0035  
Invoice No. 22**

Dear Mr. Hatfield,

As per of the requirements of the DHS / FEMA Region III Hazard Mitigation Project grant, the City of Buckhannon (City) is submitting Invoice No. 22 in the amount of \$31,078.40 associated with the above-referenced project for project management and site inspection services by the City and various Contract-related services by Mountain State Electrical Contractors, LLC (MSEC) for work performed between April 1, 2022 and April 30, 2022.

Project Management services included the reviewing, processing & submission of Invoice No. 21, the site inspection service relating to the installation of the two (2) sanitary sewer lift station generators and the processing of MSEC’s Application for Payment No. 7. The total cost associated with Project Management services for this invoicing period is \$687.99.

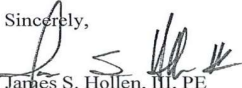
MSEC installed (2) sanitary sewer lift station generators (Brooke Street Lift Station and Vicksburg Lift Station) and various electrical conduit and wiring associated with the generators’ installation. The total cost associated with MSEC services, including the withholding of 10% retainage, for this invoicing period is \$30,390.41.

For more detailed information on the Project Management and Contractor services that were provided, please refer to the detailed invoice information attached to this letter.

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

- 75% Federal Funding Match to be reimbursed by FEMA = \$23,308.80
- 25% Non-Federal Funding Match to be reimbursed by the WVIJDC = \$7,769.60

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

**E.5 Statement of Qualifications-Coating Inspection and Testing Firm**

City of Buckhannon WST Coating Inspections

1 message

Rizo, Erasmo <erizo@cecinc.com>  
To: "Mark A. Sankoff" <masankoff@potesta.com>  
Cc: Jay Hollen <jay.hollen@buckhannonwv.org>; "Cain, Steve" <scain@cecinc.com>  
Wed, May 11, 2022 at 11:06 AM

Good morning all,

Please see the extent of construction services for the coating on the Tennerton Water Storage Tank. I have also attached CEC standard SOQs.

Please let me know if you need additional information for tomorrow's meeting.

CONSTRUCTION QUALITY ASSURANCE SCOPE OF SERVICES

CEC proposes to provide the following CQA services:

- Document review;
- Observation shall be performed by a NACE I Certified Coating Inspector
  - Material compliance with the project's governing documents;
  - Review of RFIs, submittals;
  - Review of pay requests.

Items to be inspected during WST repairs will include (may not apply to all structures):

1. Roof structure & condition,
2. Vents,
3. Drains,
4. Foundation,
5. Welds,
6. Seams,
7. Anchors,
8. Screens,
9. Integrity of structure,
10. Man ways,
11. External overflow,
12. Coating conditions,

13. Plumbing,
14. Condition of the steel on the interior & exterior surfaces,
15. Corrosion of any exposed reinforcing materials,
16. Sanitary conditions of tank hatches, vents, and other penetrations,
17. Measurement of bottom sediment depths removed per tank,
18. Collect a sample of bottom sediment for analysis by the City.(as necessary)

Document Review

CEC's project manager, construction services specialist(s), and a Professional Engineer will review the project plans, specifications, and drawings to familiarize themselves with the project requirements.

Reporting, Administration and Management

CEC's Construction services specialist (NACE-1) and Project Manager will maintain and distribute daily records of the work performed including daily logs. Electronic copies of daily field reports, site photographs, and laboratory test results will be e-mailed to the Client, and other interested parties (as requested by the Client).

CEC's Project Manager and Professional Engineer will visit the site as necessary to assess the work during construction and will attend the progress meeting if requested and address construction materials issues during repairs. The Project Manager or a Certified NACE professional will provide oversight of the field personnel, review the results of field and laboratory testing, and communicate the findings with the City representative.

We appreciate being able to assist in your very important projects!

Thank you!

Erasmo Rizo | Senior Project Manager

Civil & Environmental Consultants, Inc.

(Please Note New Address)

120 Genesis Blvd. Bridgeport, WV 26330

direct 304.848.7126 office 304.933.3119 mobile 304.931.0814

www.cecinc.com

F. Consent Agenda  
F.1 Approval of Minutes from 03/10/22 and 04/14/22

Motion to approve the consent agenda to include only the Minutes from 3/10/22 was made by Nestor/Thomas. Motion carried.

G. Strategic Issues for discussion and vote

G.1 Approval Water Board Budget FY 2022/23 – Action taken earlier in the meeting.

G.2 Approval FEMA Contract Change Order: Grant No.1 Contract No. 1 Change Order No. 1 – Mr. Hollen explained that this was simply a line item transfer and does not create any additional expenses.

Motion to approve the FEMA Contract Change Order: Grant No.1 Contract No. 1 Change Order No. 1 was made by Nestor/Reger. Motion carried.

CHANGE ORDER NO. 1



Owner: City of Buckhannon                      Owner's Project No.:  
Engineer: City of Buckhannon                  Engineer's Project No.:  
Contractor: Tri-County Electric Co., Inc.      Contractor's Project No.:  
Project: FEMA-DR-4273-WV-0036  
Contract Name: Contract 1 – RWI Gen. Set  
Date Issued: May 3, 2022                      Effective Date of Change Order: May 12, 2022

The Contract is modified as follows upon execution of this Change Order:

Description: The increase of Tri County Electric Company Inc.'s Contract Bid Price by \$6,855.00 for the cost increase associated with the upsize of the steel casing to be installed under CSX Transportation's railroad tracks via the Bore & Jack method.

Attachments: Not Applicable.

Change in Contract Price		Change in Contract Times (State Contract Times as either a specific date or a number of days)	
Original Contract Price:		Original Contract Times:	
\$ 366,985.01		Substantial Completion:	December 31, 2022
		Ready for final payment:	March 1, 2023
[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0:		[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0:	
\$ 0.00		Substantial Completion:	0
		Ready for final payment:	0
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 366,985.01		Substantial Completion:	December 31, 2022
		Ready for final payment:	March 1, 2023
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ 6,855.00		Substantial Completion:	0
		Ready for final payment:	0
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 373,840.01		Substantial Completion:	December 31, 2022
		Ready for final payment:	March 1, 2023

Recommended by Engineer (if required)	Accepted by Contractor
By:  James S. Hollen, III	 Jim Goff
Title: City Engineer – City of Buckhannon	Project Manager – Tri County Electric Co., Inc.
Date: _____	_____
Authorized by Owner	Approved by Funding Agency (if applicable)
By: _____ Robert N. Skinner, III	_____
Title: Mayor & Water Board Chair - Buckhannon	_____
Date: _____	_____

**G.3 Termination of Agreement between COB (Water Board) and Portable Water Systems, LLC for Hydropneumatic Tanker Rental Services** – Mr. Hollen explained the advantages in acting on this matter that will save the Water Department \$68,000.

**Motion to approve the termination of agreement between COB (Water Board) and Portable Water Systems, LLC for Hydropneumatic Tanker Rental Services was made by Rizo/Nestor. Motion carried.**

**G.4 Approval to Accept Proposal from Tate Communications for New Telephone System at the Water Department** – Mayor Skinner recognized both Amby Jenkins and Kelly Arnold who provided the reasoning for the new system. There are deficiencies with the current system and it is not part of the City Hall system. Cost of the new system would be \$6,280.11.

**Motion to accept the proposal from Tate Communications for a new telephone system at the Water Department for a cost of \$6,280.11 was made by Nestor/Thomas. Motion carried.**



May 5, 2022

Ms. Kelly Arnold  
City of Buckhannon Water Department  
Buckhannon, WV 26201

Dear Ms. Arnold:

On behalf of Tate Communications, I am pleased to present this telecommunications proposal for your review and consideration.

Based on the information we were provided regarding your telecommunications requirements; I am recommending the **UNIVERGE SV9100 Communications Server**. The SV9100 Communications Server offers a scalable, reliable, full-featured communications solution to meet a growing business's needs.

- Converged communications – data, multimedia and voice over one network
- Enhanced management
- Investment protection
- Pure IP with the flexibility to support TDM - providing a clear migration path
- Easily accessed, customizable advanced productivity applications and collaboration tools
- Easy-to-learn and use interfaces and applications
- Streamlined business processes
- Ability for staff/customers to reach the right resources with one call
- Security with a high-level of Quality of Service



**Communications System Pricing**

<b>Total Proposed Price:</b>	<b>\$6,280.11 (TAX EXEMPT)</b>
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**General Notes:**

- **Total price includes a 5-Year NEC Equipment Warranty, 5-Year NEC Software Assurance and 1-Year Tate Telecom Service Plan**

**Equipment Warranty**

Tate Communications, LLC shall repair or replace all hardware components found to be defective to ensure that such components are performing in good working order. Parts which are replaced shall become Tate Communications, LLC property. Replacement components may be new or reconditioned in accordance with all procedures or requirements of NEC. All replacement components shall be warranted for the remaining selected term.

**NEC Software Assurance at a Glance:**

- Protects your investment
- Ensures your software is always current
- Provides priority access to support services and technical resources
- Supports software lifecycle

**Telecom Service Plan Features:**

- 8-5, M-F Service – excluding Holidays
- Priority queue for service requests
- Guaranteed Emergency Response – 4 business hrs
- Guaranteed non-emergency response – 24 business hours
- Remote System Changes – Must be provided access to system via LAN
- Annual System Review (preventive maintenance) once per year
- Annual Network Audit (covers all transmission issues) upon request
- Annual System Audit (covers all system enhancements and application developments)
- Training for office personnel on system functionality
- 10% discount on moves, adds, and changes.
- All labor costs associated with diagnosing and replacing parts are covered.
- Diagnosing software related problems is fully covered.
- Diagnosing wiring and cabling problems are covered.
- No charge for “no trouble found” calls.
- No charge for carrier (Telephone Company) problems. (up to point of diagnosis)
- Electronic user guides at no charge.
- New designation strips for NEC Digital Phones (phone labels) at no charge.
- Free Replacement of defective base and handset cords.

Thank you for the opportunity to be of service to you in this project. I look forward to working with you to ensure your telecommunications needs meet all of your expectations. Should you have questions or need additional information please contact me.

**G.5 Send Letter of Invitation to the P.S.D.'s for meeting with COB (date/time/location) –**  
Discussion took place and it was determined to hold the meeting on Tuesday, June 14, 2022 at 6:00 PM in Council Chambers.

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

- **Board Member Nestor** – Mr. Nestor noted that we need the minutes from Adrian and Hodgesville and we should invite the County Commissioners to the meeting with the PSD's. He also spoke about the need for leak detection within the PSD systems.
- **Board Member Reger** – Mr. Reger suggested that we have an agenda for the meeting with the PSD's; Mayor Skinner recommended that that each present a report.
- **Board Member Rizo** – Mr. Rizo spoke about the opportunity for the PSD's to share information and work together.
- **City Recorder Sanders** – Nothing further.
- **Amby Jenkins** – Nothing further.
- **Kelly Arnold** – Kelly Arnold spoke about the opportunity to share information from the City with the PSD's during the meeting.
- **Jerry Arnold** – Jerry Arnold spoke about the challenges of each PSD and these meetings could be helpful.
- **Jay Hollen** – Mr. Hollen provided an additional overview of the upcoming Tennerton Water Tank project.

**I. Adjournment**

**Motion to adjourn at 8:39 AM was made by Thomas/Rizo. Motion carried**

**Mayor Robert N. Skinner III**

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**City Recorder Randall H. Sanders**

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