

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

A regular meeting of the Buckhannon Water Board was held on Thursday, August 11, 2022 at 7:30 a.m. at City Hall in Council Chambers. The following were in attendance:

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
Dave McCauley	Board Member	Present
David Thomas	Board Member	Present
Don Nestor	Board Member	Present
Erasmio 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	Absent

Guests: Jennifer Bostian, UCDA; Beth Broschart, My Buckhannon – GTM; Alice Teets, Utility Clerk, Minute Recorder.

**To Participate in a Utility Board meeting virtually,
Please join the meeting from your computer, tablet or smartphone:
<https://global.gotomeeting.com/join/234619757>**

You can also dial in using your phone United States: +1 (872) 240-3212 Access Code: 234-619-757

***City of Buckhannon Water Board – 7:30AM at City Hall in Council Chambers
Meeting Agenda for Thursday, August 11, 2022***

- 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 July 2022
- D. Department Report**
 - D.1 Water Department Report-Kelly Arnold
 - D.2 Water Treatment Plant Meeting with Potesta & Associates, Inc.
 - D.3 Tennerton WST Painting Project Updates
 - D.4 ARPA Projects Update
- E. Correspondence and Information**
 - E.1 Adrian P.S.D. Meeting Minutes January to July 2022
 - E.2 Elkins Road P.S.D. Meeting Minutes-June & July 2022
 - E.3 Mt. Hope Water Association Meeting Minutes- June 2022
 - E.4 Notice Water Department Accepting Applications for FT Water Plant Operator in Training deadline 08/26/22
 - E.5 Invitation to the P.S.D.'s: COB Water Board Special Meeting Thursday, September 29, 2022 at 6pm at City Hall
- F. Consent Agenda**
 - F.1 Approval of Minutes 07/14/22
- G. Strategic Issues for discussion and vote**
 - G.1 Continued Discussion/Possible Vote Acceptance of UCDA Industrial Park Water Booster Station
- H. Board Members Comments and Announcements**
 - H.1 Next Water Board Meeting September 8, 2022
- I. Adjournment**

Posted 08/05/2022

A. Call to Order – The meeting was called to order by City Recorder Randy Sanders who asked that all join him in a moment of silence and then led the group in the pledge to the flag of the United States of America.

B. Recognized Guests

B.1 Jennifer Bostian, UCDA - The UCDA is anxious to move forward to with the Industrial Park Water Booster Station project. We need to find a way forward on this 12 year project.

Without objection, *G.1 Continued Discussion/Possible Vote Acceptance of UCDA Industrial Park Water Booster Station* was moved to the table for discussion and/or vote.

There are two key components that need addressed. There is a calibration issue. The water supply is fine. The booster is putting out too much water. We need to add second fire hydrant, and the property owner is willing to do that in March 2023. We would rather do it sooner. WV Split Rail will pay for the hydrant, and City of Buckhannon Water Plant will install. A tank can be installed, and then can either be left or removed after the calibration. If WVSR is paying for it, we would leave it afterwards. Ms. Bostian stated that we need a start date, as in a date that it will be installed, and the USDA will be a partner. The warranty will start on the date of installation. Clearing the right of ways is the next big issue.

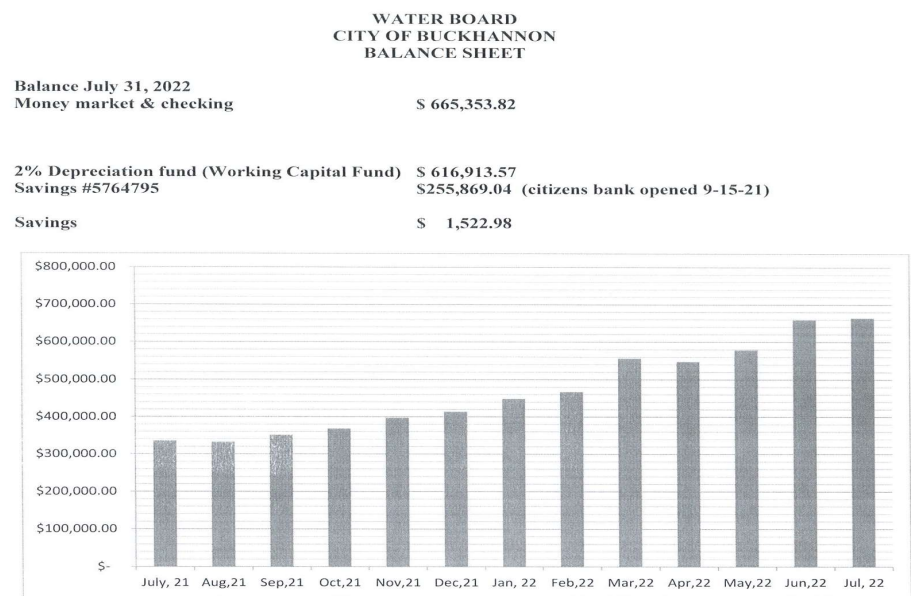
Kelly Arnold stated that if the system is not in use, then that time should not be counted in the warranty. Board Member Rizo questioned if we are hesitant about the systems or just concerned because it has not been used. City Engineer Jay Hollen said at the beginning of the project, there were adamant directives that the city water department could not be present during installation. A pressure test should show if there are problems. Kelly Arnold stated that we do not want a system that may already have issues. We need to verify that it is a good system. Mr. Hollen stated that there is no doubt that the Water Board will be taking the system over; it has just sat there, though, not being used. We should expect that there could be expenses. Clearing and grubbing the right of way will have costs. Board Member McCauley said that this will send a message to the community that we are working with the UCDA to complete this long process. Board Member Nestor questioned what originally caused this lack of access that the City of Buckhannon’s Water Board had. This was discussed that it was this way from the beginning. This project will continue to cost us until others come on-line, but it is a benefit to the community.

Ms. Bostian is asking for a firm date. We do not have that. Mayor Skinner said once we have one, we can get a Memorandum of Understanding so that we do not sit stagnant. The generator will turn on and work system for 15-20 minutes once weekly. Automatic flusher will need to be removed in cold weather.

The pump station is not on UCDA property; it is on Department of Highways property who is willing to give long-term lease. Mr. Hollen revisited the lease with John Fitzsimmons and they are hoping to meet today. Actual right of ways will need deeded from UCDA to COB so that we have access. Will need to be 7.5 feet from middle of line.

Motion to authorize installation of a hydrant for testing and calibration at the Industrial Park Water Booster Station made by Rizo/Nestor. Motion carried.

C. Financial Report July 2022: Amby Jenkins, finance director, gave finance report.



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

8-10-2022 09:36 AM

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

400-WATER

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
UTILITY BILLINGS						
400-350-000-00 RESIDENTIAL SALES	900,000	93,266.93	93,266.93	0.00	806,733.07	10.36
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	500,000	50,922.16	50,922.16	0.00	449,077.84	10.18
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,347.50	1,347.50	0.00	13,652.50	8.98
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,415,000	145,536.59	145,536.59	0.00	1,269,463.41	10.29
OUTSIDE DISTRICTS						
400-360-000-00 MT HOPE WATER (MASTER MET	150,000	17,457.25	17,457.25	0.00	132,542.75	11.64
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	21,621.50	21,621.50	0.00	198,378.50	9.83
400-360-000-02 ELKINS ROAD PSD (MASTER M	160,000	20,115.50	20,115.50	0.00	139,884.50	12.57
400-360-000-03 ADRIAN PSD (MASTER METER)	230,000	23,708.00	23,708.00	0.00	206,292.00	10.31
TOTAL OUTSIDE DISTRICTS	760,000	82,902.25	82,902.25	0.00	677,097.75	10.91
GRANTS						
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	3,750.00	3,750.00	0.00	6,250.00	37.50
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	0.00	0.00	0.00	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	3,750.00	3,750.00	0.00	6,250.00	37.50
INTRAFUND CONTR/CHARGES						
400-370-000-01 LATE CHARGES	19,385	2,368.11	2,368.11	0.00	17,016.89	12.22
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	225.00	225.00	0.00	1,775.00	11.25
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	21,385	2,593.11	2,593.11	0.00	18,791.89	12.13
OTHER REVENUE						
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	0.00	0.00	1,000.00	0.00
400-399-000-00 MISC. NONOPERATING INCOME	33,000	3,815.00	3,815.00	0.00	29,185.00	11.56
TOTAL OTHER REVENUE	34,000	3,815.00	3,815.00	0.00	30,185.00	11.22
TOTAL REVENUE	2,240,385	238,596.95	238,596.95	0.00	2,001,788.05	10.65

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

400-WATER

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT =====						
NON-OPERATING EXPENSES						
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
DEPRECIATION =====						
CONTRIBUTIONS						
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
RESERVIOR MANGMT DAM =====						
SALARIES & BENEFITS						
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
CONTRACTUAL SERVICES						
400-601-211-00 UTILITIES - ELEC,GAS,PHON	20,000	39.93	39.93	0.00	19,960.07	0.20
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	20,000	39.93	39.93	0.00	19,960.07	0.20
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	3,500	0.00	0.00	0.00	3,500.00	0.00
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	12,500	0.00	0.00	0.00	12,500.00	0.00
TOTAL RESERVIOR MANGMT DAM	32,500	39.93	39.93	0.00	32,460.07	0.12
WATER PLANT =====						
SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	278,000	25,026.02	25,026.02	0.00	252,973.98	9.00
400-642-104-00 FICA TAX	21,300	1,918.04	1,918.04	0.00	19,381.96	9.00

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400-642-105-00 HEALTH INSURANCE	38,500	8,485.02	8,485.02	0.00	30,014.98	22.04
400-642-106-00 RETIREMENT	25,000	1,675.77	1,675.77	0.00	23,324.23	6.70
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	362,800	37,104.85	37,104.85	0.00	325,695.15	10.23
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	115,000	9,322.35	9,322.35	0.00	105,677.65	8.11
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	360.00	360.00	0.00	2,140.00	14.40
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	658.13	658.13	0.00	6,341.87	9.40
TOTAL CONTRACTUAL SERVICES	124,500	10,340.48	10,340.48	0.00	114,159.52	8.31
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,000	170.00	170.00	686.10	2,143.90	28.54
400-642-342-00 MAINT TREATMENT PLANT BLD	6,000	0.00	0.00	0.00	6,000.00	0.00
400-642-343-00 VEHICLE MAINTENANCE	700	0.00	0.00	0.00	700.00	0.00
400-642-343-01 PLANT VEHICLE FUEL	4,400	466.38	466.38	0.00	3,933.62	10.60
400-642-344-00 GENERAL EQUIPMENT MAINTEN	2,500	0.00	0.00	7.97	2,492.03	0.32
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,500	0.00	0.00	0.00	3,500.00	0.00
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	1,784.46	1,784.46	9,599.00	69,616.54	14.05
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	2,399.27	2,399.27	0.00	12,600.73	16.00
400-642-348-00 CHEMICAL COSTS	216,000	4,944.48	4,944.48	5,810.00	205,245.52	4.98
400-642-349-00 COMPLIANCE MONITORING	23,000	15.00	15.00	350.00	22,635.00	1.59
400-642-350-00 TELEMETRY COSTS	21,600	0.00	0.00	0.00	21,600.00	0.00
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	0.00	12.00	2,988.00	0.40
TOTAL COMMODITIES	379,700	9,779.59	9,779.59	16,465.07	353,455.34	6.91
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PLANT	867,000	57,224.92	57,224.92	16,465.07	793,310.01	8.50

WATER LINES
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SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	432,000	32,358.38	32,358.38	0.00	399,641.62	7.49
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	33,048	2,486.77	2,486.77	0.00	30,561.23	7.52
400-660-105-00 HEALTH INSURANCE	76,500	24,238.44	24,238.44	0.00	52,261.56	31.68
400-660-106-00 RETIREMENT	38,880	2,912.28	2,912.28	0.00	35,967.72	7.49
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	580,428	61,995.87	61,995.87	0.00	518,432.13	10.68
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	1,961.25	1,961.25	0.00	26,038.75	7.00
400-660-221-00 TRAINING & CONTINUED EDUC	1,700	380.00	380.00	0.00	1,320.00	22.35
400-660-226-00 UNEMPLOYMENT/COMPENSATION	13,000	1,316.26	1,316.26	0.00	11,683.74	10.13
TOTAL CONTRACTUAL SERVICES	42,700	3,657.51	3,657.51	0.00	39,042.49	8.57

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

400-WATER

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
400-660-341-00 OFFICE EXPENSE	8,325	0.00	0.00	0.00	8,325.00	0.00
400-660-342-00 MAINTENANCE GARAGE BLDG	3,000	173.92	173.92	0.00	2,826.08	5.80
400-660-343-00 VEHICLE MAINTENANCE	4,000	0.00	0.00	61.42	3,938.58	1.54
400-660-343-01 LINE VEHICLE FUEL	11,000	1,613.24	1,613.24	0.00	9,386.76	14.67
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	134.62	134.62	0.00	16,865.38	0.79
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	0.00	0.00	0.00	4,500.00	0.00
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	15,000	0.00	0.00	0.00	15,000.00	0.00
400-660-348-00 DISTRIBUTION TANK MAINTEN	25,000	0.00	0.00	66.27	24,933.73	0.27
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	141,600	704.19	704.19	10.00	140,885.81	0.50
400-660-353-00 MAPPING & LINE LOCATING E	11,000	228.93	228.93	1,082.79	9,688.28	11.92
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	240,425	2,854.90	2,854.90	1,220.48	236,349.62	1.70
NON-OPERATING EXPENSES						
400-660-999-00 TRAN DISTRIB MISCELLANEOU	1,200	0.00	0.00	0.00	1,200.00	0.00
TOTAL NON-OPERATING EXPENSES	1,200	0.00	0.00	0.00	1,200.00	0.00
TOTAL WATER LINES	864,753	68,508.28	68,508.28	1,220.48	795,024.24	8.06

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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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>NON-OPERATING EXPENSES</u>						
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
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TOTAL WATER METERS	0	0.00	0.00	0.00	0.00	0.00
<u>OFFICE/ADMIN</u>						
=====						
<u>SALARIES & BENEFITS</u>						
400-920-101-00 AD & GE SALARIES BOARD	22,462	1,400.00	1,400.00	0.00	21,062.00	6.23
400-920-103-00 AD & GE OFFICE SALARIES	160,000	12,504.24	12,504.24	0.00	147,495.76	7.82
400-920-104-00 FICA TAX	14,000	1,063.49	1,063.49	0.00	12,936.51	7.60
400-920-105-00 HEALTH INSURANCE	22,000	4,859.41	4,859.41	0.00	17,140.59	22.09
400-920-106-00 RETIREMENT	14,500	1,035.96	1,035.96	0.00	13,464.04	7.14
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	232,962	20,863.10	20,863.10	0.00	212,098.90	8.96
<u>CONTRACTUAL SERVICES</u>						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	151.98	151.98	0.00	1,848.02	7.60
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	434.51	434.51	0.00	2,165.49	16.71
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	586.49	586.49	0.00	4,513.51	11.50
<u>COMMODITIES</u>						
400-920-341-00 MATERIALS & SUPPLIES EXPE	25,000	4,767.83	4,767.83	0.00	20,232.17	19.07
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	0.00	0.00	10,950.00	0.00
400-920-349-00 AUDITING EXPENSE	3,000	0.00	0.00	0.00	3,000.00	0.00
400-920-350-00 PROFESSIONAL & LEGAL EXPE	8,500	0.00	0.00	0.00	8,500.00	0.00
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	9,514.42	9,514.42	0.00	28,485.58	25.04
400-920-353-00 PSC ASSESSMENTS	6,000	5,115.85	5,115.85	0.00	884.15	85.26
400-920-369-00 CUSTOMER DEP INTEREST PAI	700	1.04	1.04	0.00	698.96	0.15
TOTAL COMMODITIES	92,150	19,399.14	19,399.14	0.00	72,750.86	21.05
<u>CAPITAL OUTLAY</u>						
400-920-459-00 CAPITAL OUTLAY COMPUTER	20,000	0.00	0.00	0.00	20,000.00	0.00
TOTAL CAPITAL OUTLAY	20,000	0.00	0.00	0.00	20,000.00	0.00
<u>NON-OPERATING EXPENSES</u>						
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	10,392.94	10,392.94	0.00	33,607.06	23.62
TOTAL NON-OPERATING EXPENSES	44,000	10,392.94	10,392.94	0.00	33,607.06	23.62
<hr/>						
TOTAL OFFICE/ADMIN	394,212	51,241.67	51,241.67	0.00	342,970.33	13.00

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

400-WATER

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>BAD DEBTS</u>						
=====						
<u>SALARIES & BENEFITS</u>						
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
<hr/>						
TOTAL BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
<u>BOND PAYMENTS</u>						
=====						
<u>CONTRACTUAL SERVICES</u>						
400-970-221-00 WATER BOND A 2016	270,000	23,018.03	23,018.03	0.00	246,981.97	8.53
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,000	23,018.03	23,018.03	0.00	246,981.97	8.53
<hr/>						
TOTAL BOND PAYMENTS	270,000	23,018.03	23,018.03	0.00	246,981.97	8.53
<u>CAPITAL/PROJECTS</u>						
=====						
<u>SALARIES & BENEFITS</u>						
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	0	0.00	0.00	0.00	0.00	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	0.00	0.00	4,000.00	0.00
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	4,000	0.00	0.00	0.00	4,000.00	0.00
<u>NON-OPERATING EXPENSES</u>						
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: JULY 31ST, 2022

400-WATER

% OF YEAR COMPLETED: 08.33

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	0	0.00	0.00	0.00	0.00	0.00
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	13,163.00 (2,163.00)	119.66
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	36,000	0.00	0.00	0.00	36,000.00	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	64,947	25,978.64	25,978.64	0.00	38,968.36	40.00
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	50,000	0.00	0.00	0.00	50,000.00	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	20,769	1,736.28	1,736.28	0.00	19,032.72	8.36
400-999-682-05 BACKHOE	8,000	4,500.00	4,500.00	0.00	3,500.00	56.25
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	50,000	0.00	0.00	0.00	50,000.00	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	15,000	0.00	0.00	0.00	15,000.00	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: JULY 31ST, 2022

400-WATER

% OF YEAR COMPLETED: 08.33

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	255,716	32,214.92	32,214.92	13,163.00	210,338.08	17.75
TOTAL CAPITAL/PROJECTS	259,716	32,214.92	32,214.92	13,163.00	214,338.08	17.47
TOTAL EXPENDITURES	2,688,181	232,247.75	232,247.75	30,848.55	2,425,084.70	9.79
REVENUE OVER/(UNDER) EXPENDITURES	(447,796)	6,349.20	6,349.20 (30,848.55) (423,296.65)	5.47

JULY 2022 WATER PAYMENT OF BILLS

\$1,751.64 – WV RURAL WATER ASSOCIATION – ANNUAL DUES RENEWAL

\$23,833.00 – DISBURSEMENTS ACCOUNT – PAYFLEX HSA FEES

\$4,944.48 – PHOENIX SOLUTIONS LLC – CHEMICAL COSTS

\$5,115.85 – PUBLIC SERVICE COMMISSION – REVENUE ASSESSMENTS

\$7,525.28 – TYLER TECHNOLOGIES – YEARLY MAINTENANCE UTL BILLING IVR, MAINT

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DISBURSEMENTS 07-01-22 TO 07-31-2022

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	39.93
				TOTAL:.	39.93
WATER PLANT	MON POWER	642-211-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	8,616.88
	SOUTHERN STATES COOP INC	642-346-00	MAINT TREATMENT PLAN	20X22X1 FILTERS PLAN	38.97
	ENCOVA INSURANCE	642-226-00	UNEMPLOYMENT/COMPENS	WORKERS COMP 7/2022-7/2023	658.13
	HARPER LUMBER & BUILDING SUP	642-346-00	MAINT TREATMENT PLAN	SUPP FOR DECK FOR GENER	1,087.97
		642-346-00	MAINT TREATMENT PLAN	SUPP FOR DECK FOR GENER	34.93
		642-346-00	MAINT TREATMENT PLAN	LUMBER - DECK FOR GENERAT	214.95
		642-346-00	MAINT TREATMENT PLAN	LUMBER - PLANT GENERATOR	73.24
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WATER JULY HEALTH INS	2,831.42
		642-105-00	HEALTH INSURANCE	WAT JULY RETIREE'S SUBSIDY	350.00
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	16.85
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	151.26
	WV DEPT OF HEALTH	642-349-00	COMPLIANCE MONITORIN	FLOURIDE SAMPLE JUNE 2022	15.00
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	660.48
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	422.25
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	278.21
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	314.83
	WV RURAL WATER ASSOCIATION	642-221-00	TRAINING & CONTINUED	REG MYERS, ARNOLD, WAMSLEY	190.00
		642-347-00	PLANT LAB MAINT & SU	ANNUAL DUES RENEWAL	1,751.64
	DISBURSEMENTS ACCOUNT-ALL DE	642-105-00	HEALTH INSURANCE	WAT 2022 PAYFLEX HSA FEE	5,000.00
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	CHLORINE, POTASSIUM PERMA	4,944.48
	RAVEN ROCK NETWORKS INC	642-341-00	OFFICE EXPENSE	WORK ON JERRY MYERS COMPU	170.00
	USA BLUE BOOK/ HD SUPPLY FAC	642-347-00	PLANT LAB MAINT & SU	HACH PHOSPHATE COLORIMETER	599.12
	US CELLULAR	642-211-00	UTILITIES - ELEC, GA	613-0153 7363 642-5828 514	191.44
	SPRINT	642-211-00	UTILITIES - ELEC, GA	ALL DEPT JUNE 2022 GEOTABS	94.00

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DISBURSEMENTS 07-01-22 TO 07-31-2022

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WALMART STORES INC -BUCKHANN	642-347-00	PLANT LAB MAINT & SU	PAPER TOWELS CLEANING SUP	58.51
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,045.30
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	509.20
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	244.46
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	119.08
	USI INSURANCE SERVICES LLC	642-105-00	HEALTH INSURANCE	GRP BENEFIT 1ST INSTALLME	290.60
	PAYFLEX	642-105-00	HEALTH INSURANCE	WATER JULY 2022 HSA FEES	13.00
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	WATER JULY 2022 ANTENNA RE	35.00
	AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	304-997-9091 JERRY MYERS	65.73
	WORLD FUEL SERVICES, INC.	642-346-00	MAINT TREATMENT PLAN	20 GAL HYDRAULIC OIL	334.40
		642-343-01	PLANT VEHICLE FUEL	WATER FUEL BILL JUNE 2022	466.38
	ERIC THOMASON	642-221-00	TRAINING & CONTINUED	REIMB MEALS/FUEL CLASS I C	170.00
	FRONTIER	642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	62.22
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	50.45
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	38.52
	**PAYROLL EXPENSES			7/01/2022 - 7/31/2022	25,026.02
				TOTAL:	57,224.92

WATER LINES

MON POWER

660-211-00
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UTILITIES - ELEC,GAS
MAPPING & LINE LOCAT
NEW SERVICES, UPGRAD
RETIREMENT
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MAINTENANCE GARAGE B
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HEALTH INSURANCE

110085340724 BRUSHY FORKP
110088895773 TANK #3
110117519980 2425 BRUSHY F
110152507908 300 CLARKSBUR
110085973250 RT 3
110088788390 HIGH SCHOOL
110100156634 ST JOE TOWER
110114638833 VICTORIA HILL
GIS SVC FOR MAY 2022
50 LB GRASS SEED
WORKERS COMP 7/2022-7/2023
TANK LEASING
WATER JULY HEALTH INS
WAT JULY RETIREE'S SUBSIDY
WAT JULY RETIREE'S SUBSIDY
356643-423105 WOOD ST
265523-309439 WOOD ST NEW
JUNE 2022 LOCATE MESSAGES
BLOCKS FOR MAINLINE BACKI
WV RETIREMENT CONTRIBUTION
WV RETIREMENT CONTRIBUTION
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WV RETIRE TIER2 CONTRIBUTI
REG MYERS, ARNOLD, WAMSLEY
WAT 2022 PAYFLEX HSA FEE
WAT 2022 PAYFLEX HSA FEE
HOSES FOR BACKHOE
613-0153 7363 642-5828 514
ALL DEPT JUNE 2022 GEOTABS
CLEANING SUPPLIES
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GRP BENEFIT 1ST INSTALLME

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4,584.36
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210.00
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151.27
36.43
544.20
1,243.64
1,234.61
216.00
218.03
380.00
16,000.00
2,500.00
30.50
191.44
94.00
173.92
1,010.13
1,005.29
236.24
235.11
348.72
72.86

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DISBURSEMENTS 07-01-22 TO 07-31-2022

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	PAYFLEX	660-105-00	HEALTH INSURANCE	WATER JULY 2022 HSA FEES	29.25
	AT&T MOBILITY	660-211-00	UTILITIES - ELEC,GAS	304-997-9091 KELLY ARNOLD	3.25
	WORLD FUEL SERVICES, INC.	660-343-01	LINE VEHICLE FUEL	WATER FUEL BILL JUNE 2022	50.73
	FRONTIER	660-211-00	UTILITIES - ELEC,GAS	472-2530-101615-4 WATER	1,613.24
		660-211-00	UTILITIES - ELEC,GAS	30401156600826024 WAT TELE	62.22
		660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	50.45
	**PAYROLL EXPENSES			7/01/2022 - 7/31/2022	38.52
				TOTAL:	32,358.38
					68,508.28
OFFICE/ADMIN	RALSTON PRESS INC	920-341-00	MATERIALS & SUPPLIES	WINDOW ENVELOPES	125.58
	LOUDIN INSURANCE AGENCY INC	920-226-00	UNEMPLOYMENT/COMPENS	SURETY BOND DOH WAT & SEW	125.00
	ENCOVA INSURANCE	920-226-00	UNEMPLOYMENT/COMPENS	WORKERS COMP 7/2022-7/2023	309.51
	PITNEY BOWES INC	920-999-00	ADM BOARD-BILLING MI	PERMIT PSTG FINANCE CHARGE	11.12
	WV PUBLIC EMPLOYEES INSURANC	920-105-00	HEALTH INSURANCE	WATER JULY HEALTH INS	1,225.60
		920-105-00	HEALTH INSURANCE	WAT JULY RETIREE'S SUBSIDY	163.33
	WESTFIELD INSURANCE	920-352-00	PROPERTY INSURANCE	4/1/22 TO 4/1/23 QRTL PL	4,890.36
	TATE COMMUNICATIONS	920-999-00	ADM BOARD-BILLING MI	FIX LOBBY DOOR LOCKS	34.12
	WV PUBLIC EMPLOYEES RETIREME	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	514.34
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	483.79
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	8.51
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	29.32
	BUCKHANNON POSTMASTER	920-999-00	ADM BOARD-BILLING MI	PERMIT #10 POSTAGE	750.00
		920-999-00	ADM BOARD-BILLING MI	BILL ADDRESS RETURN FEE	50.00
	PUBLIC SERVICE COMMISSION	920-353-00	PSC ASSESSMENTS	WATER BD REVENUE ASSESMEN	5,115.85
	PAYROLL ACCOUNT (ALL DEPTS)	920-341-00	MATERIALS & SUPPLIES	JUNE 2022 AA FEES	199.03
	DISBURSEMENTS ACCOUNT-ALL DE	920-105-00	HEALTH INSURANCE	WAT 2022 PAYFLEX HSA FEE	3,333.00
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	JUNE 2022 CC FEES	1,400.68
	TOSHIBA FINANCIAL SERVICES	920-999-00	ADM BOARD-BILLING MI	CITY HALL COPIER LEASE JUL	144.01
	RAVEN ROCK NETWORKS INC	920-999-00	ADM BOARD-BILLING MI	IT SERVICE CHARGES JUNE	106.25
		920-999-00	ADM BOARD-BILLING MI	JULY 2022 IT SERVICE	370.00
		920-999-00	MATERIALS & SUPPLIES	CLEANING SUPPLIES	1,700.00
		920-999-00	ADM BOARD-BILLING MI	IT SERVICE CHG UPDATES CIT	116.25
	US CELLULAR	920-211-00	UTILITIES - ELEC,GAS	642-1651 613-0113 0002	62.13
	JERRY HEARD ASSC.	920-341-00	MATERIALS & SUPPLIES	8 1/2" X 11" COPIER PAPER	935.67
	WALMART STORES INC -BUCKHANN	920-341-00	MATERIALS & SUPPLIES	SUPPLIES FOR CITY HALL	25.13
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	397.68
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	464.24
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	93.00
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	108.57
	MATTHEW BENDER & CO., INC	920-999-00	ADM BOARD-BILLING MI	WV CODE 2022 SUPP PKG, IND	318.45
	USI INSURANCE SERVICES LLC	920-105-00	HEALTH INSURANCE	GRP BENEFIT 1ST INSTALLME	130.98
	PAYFLEX	920-105-00	HEALTH INSURANCE	WAT JULY 2022 HSA FEES	6.50
	UPSHUR COUNTY CLERK	920-999-00	ADM BOARD-BILLING MI	RELEASE REDDECLIFF LIEN	12.00
	KOMAX LLC	920-999-00	ADM BOARD-BILLING MI	INK CARTRIDGE FOR PSTG MAC	42.20
	U.S. POSTAL SERVICE (CMRS-FP	920-999-00	ADM BOARD-BILLING MI	JULY 2022 POSTAGE	250.00
	FF FINANCE PROGRAM	920-999-00	ADM BOARD-BILLING MI	MATLBR & INSERTER PYMT JUL	94.30
	SHERIFF OF UPSHUR COUNTY	920-999-00	ADM BOARD-BILLING MI	SUR .051 AC 2022 FIRE FEE	50.00
	MUNICIPAL FINANCE OFFICERS A	920-999-00	ADM BOARD-BILLING MI	MEMBERSHIP DUES	31.25
	TYLER TECHNOLOGIES INC	920-999-00	ADM BOARD-BILLING MI	7/1/22 TO 6/30/22 YRLY MAI	6,944.69
		920-999-00	ADM BOARD-BILLING MI	UTIL BILLING IVR, SITE, AUT	908.44
		920-999-00	ADM BOARD-BILLING MI	UTIL BILLING NOTIFICATION	72.15
	FRONTIER	920-211-00	UTILITIES - ELEC,GAS	472-1651-101515-4 CITY HAL	65.67

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	FORMAX INC TRAVELERS INSURANCE SUDDENLINK	920-211-00	UTILITIES - ELEC,GAS	304-003-2273-060600-4	24.18
		920-341-00	MATERIALS & SUPPLIES	SVC CONTRACT RENEWAL BURST	344.50
		920-352-00	PROPERTY INSURNACE	INS PREMIUM 4/1/22-4/1/23	4,624.06
		920-999-00	ADM BOARD-BILLING MI	CITY HALL INTERNET JULY 20	429.25
		920-999-00	ADM BOARD-BILLING MI	CITY HALL INTERNET JULY 20	58.46
	**PAYROLL EXPENSES	7/01/2022 - 7/31/2022			13,904.24
		TOTAL:			51,240.63
BOND	MUNICIPAL BOND COMM OF WV	970-221-00	WATER BOND A 2016	BUKW116AUP 22/23 FEE	536.15
		970-221-00	WATER BOND A 2016	JULY 2022 WATER BOND A PYM	22,481.88
	TOTAL:				23,018.03
CAPITAL/PROJECTS	J.P. MORGAN EQUIPMENT FINAN	999-681-00	SCADA TANK/PUMP STAT	WAT AUG 2022 SCADA/METER P	12,989.32
		999-681-00	SCADA TANK/PUMP STAT	WAT JULY 2022 SCADA/ METER	12,989.32
	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
	WV DIVISION OF HIGHWAYS	999-682-05	BACKHOE	PURCHASE OF LOWBOY TRAILER	4,500.00
				TOTAL:	32,214.92

D. Department Report

D.1 Water Department Report-Kelly Arnold: Kelly Arnold gave report.

CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for July 2022

- Water leaks-1
- Weekly safety meetings.
- Locates.
- Renewed service –0
- New Services-2
- Residential meters changed-1
- Residential meters tested-0
- Public Service District meters tested-0
- All meters were read in system
- Tennerton Tank painting.
- Deck around plant generator complete.
- Patched plant roof.
- Fire service for church brushy Fork.
- Changed out valves out at Tennerton Tank pit.
- Hydrant repair 5th Street.
- Straighten up lower lot.
- Had coagulant tank cleaned out.
- 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 past year.
- 58.6 million gallons of water treated for month of July 1.89 million a day.
- Cost per million gallons treated for June \$272.59
- 37780 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. -- 328
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment

Unaccounted For Water through June 30, 2023

	Produced (a.)	Plant Loss (b.)	Distribution Loss (c.)	Sold to City (d.)	Sold to PSDs (e.)	Percent Loss
Jul-22	58,956,208	1,216,873	317,957	19,730,900	33,160,900	7.68%
Aug-22						#DIV/0!
Sep-22						#DIV/0!
Oct-22						#DIV/0!
Nov-22						#DIV/0!
Dec-22						#DIV/0!
Jan-23						#DIV/0!
Feb-23						#DIV/0!
Mar-23						#DIV/0!
Apr-23						#DIV/0!
May-23						#DIV/0!
Jun-23						#DIV/0!
Totals:	58,956,208	1,216,873	317,957	19,730,900	33,160,900	7.68%

Kelly Arnold stated are working on getting wage comparisons from other locations. Clarksburg has shared theirs. These are needed for the revenue review, of which the first meeting is next week. At first glance, we do appear to be lower than them. Board Member Thomas mentioned benefits relative to wage comparison. Clarksburg is also working on retention plans.

Mr. Nestor questioned where we are in the lead pipe survey process. Mr. Arnold shared that Clarksburg bought equipment to test. We have a plan that has been submitted to Fairmont. It was approved for three years. It will go to Charleston. We are supposed to use sites with complete lead service lines. Mr. Arnold stated that he has never seen a complete lead line. We have been getting some results back from the survey, approximately 25% response. Mr. Nestor stated that the water supply is an asset to Buckhannon. Mr. Arnold stated that at some point we need to focus on the nucleus of the city. Mr. Thomas stated that if we were taken over by a private water company, the costs to customers would be astronomical. It was asked if the other PSDs will need to do studies, and they will need to do their own studies.

D.2 Water Treatment Plant Meeting with Potesta & Associates, Inc.: Mr. Hollen invited everyone to the meeting on 8/17/2022 at 1:30 p.m.

D.3 Tennerton WST Painting Project Updates –Nothing to report.

D.4 ARPA Projects Update: Have plans for booster station. Want to get projects out to bid quickly.

E. Correspondence and Information

E.1 Adrian P.S.D. Meeting Minutes January to July 2022

Adrian Public Service District January 6, 2022 Monthly Board Meeting

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Eric Brunn and Norma Woody.

Visitors in attendance: Rhett Dusenbury

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Chairman Spencer.

Minutes of the December 2nd meeting were read. Paul made the motion to approve the minutes and Carolyn second.

Invoices were presented. A motion was made to pay by Carolyn, second by Paul.

Old Business

- Pickens VIII/Pickens update provided by Norma Woody. Chandler Tank Site appraisal completed by Dean Everett. Attorney for Chandlers responded via email to our attorney. He stated Chandlers had a couple minor concerns on the deed, but felt they would sign. Norm Farley, via board approval, submitted final offer to Mr. and Mrs. Ricottilli.

New Business

- None

Items for Discussion/Action/Approval

- Norma Woody requested Billing Clerk position be posted as Customer Account Specialist as a part-time position. Norma provided posting advertisement for board to review. The board will convene January 17th at 10:00am to discuss guidelines for position. Meeting moved to January 19th at 4:00pm due to board member unable to attend.

Maintenance Report

- None

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be February 3, 2022 at 3:00 pm.

Board of Directors
Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

Adrian Public Service District January 19, 2022 Special Board Meeting

Present from Adrian PSD: Paul Spencer, Kelly Arnold, and Carolyn Douglas.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 4:00 pm by Chairman Spencer.

Items for Discussion/Action/Approval

- The board discussed Customer Accounts Specialist posting. Board decided unanimously for position to be part-time with a six month probationary period. Pay for position was approved by all board members. Posting to be advertised for two weeks in the Record Delta, The Intermountain and Facebook beginning January 24th and commencing February 7th by 4:00pm. Paul Spencer met with Norma Woody on January 20th and discussed any revisions to posting. Norma contacted newspapers and posted advertisement on Facebook.

The meeting adjourned at 4:00 pm. Next regular meeting will be February 3, 2022 at 3:00 pm

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

**Adrian Public Service District
February 9, 2022
Special Board Meeting**

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, and Norma Woody.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 4:00pm by Chairman Spencer.

Items for Discussion/Action/Approval

- The board received 12 applications for Customer Accounts Specialist position. The board, along with Eric Brunn and Norma reviewed applicants and chose three potential candidates for interviews. Interviews were to be held February 15th, at 2:30pm, 3:30pm, and 4:30pm consecutively. However, due to scheduling conflicts with candidates, the interview times were moved to 3:30pm, 4:30pm and 5:30pm consecutively.

The meeting adjourned at 5:00 pm. Next regular meeting will be March 3, 2022 at 3:00 pm.

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

**Adrian Public Service District
February 15, 2022
Special Board Meeting Interviews (three hour session)**

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Eric Brunn and Norma Woody.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:30 pm by Chairman Spencer.

Items for Discussion/Action/Approval

- The board interviewed two candidates for Customer Accounts Specialist posting. (third candidate did not show for interview) Board decided unanimously to hire Alicia Wright for the position. All board members agreed she start work after a two week notice to her current employer. Her date of hire will begin March 7, 2022. Alicia was hired as part-time not to exceed 32 hours weekly, until probationary period concludes. The board will determine if necessary for full-time, permanent hire at that time.

The meeting adjourned at 6:30 pm. Next regular meeting will be March 3, 2022 at 3:00 pm.

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

**Adrian Public Service District
March 3, 2022
Monthly Board Meeting**

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Eric Brunn and Norma Woody.

Visitors in attendance: Morgan Haymond.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Chairman Spencer.

Minutes of the February 3rd meeting were read. Paul made the motion to approve the minutes and Kelly second.

Invoices were presented. A motion was made to pay by Kelly, second by Carolyn.

Old Business

- Phase VIII/Pickens update provided by Morgan Haymond and Norma Woody. Morgan awaiting signature on deed by Mr. Chandler for Chandler tank site acquisition. To date, three of four necessary property site acquisitions are complete for Phase VIII project. The Ricottilli tank site condemnation process has begun. Mr. and Mrs. Ricottilli requested our engineer meet with their engineer in effort to move location. Our engineer remains adamant there is no other alternative for tank site due to elevation and other engineering factors.

New Business

- None

Items for Discussion/Action/Approval

- Norma presented maintenance building quote for future considerations on additions to existing shop building.
- Additionally, Norma provided a quote from Sealcoat Concepts LLC for resealing of parking lot and access road due to normal travel wear. Due to necessary repairs of access road in need of completion, the board voted unanimously to move forward with sealing of parking lot and shop area. Eric Brunn will manage scheduling.
- Revisions to employee handbook were completed by Norma Woody. Upon review, the board approved the handbook for distribution to employees.

Maintenance Report

- New Micrologic tower completed at Rock Cave tank site. Micrologic meeting with Eric in March for electric hookup.
- Installed four new chlorine pumps.
- Changed head bearing out on number 2 pump at Hinkleville Booster Station.
- Repairing four fire hydrants.
- Installed two new services.
- Starting to install drive by meters on Ed Tenney meter route.
- Repaired three service leaks
- Eric presented estimate from Mid Atlantic Storage Systems, Inc. for hole repairs to Big Bend tank. Currently, Salem Ridge and Cleveland tanks have holes in need of repair, however, Big Bend tank is most critical. The board voted unanimously to make repairs necessary. Mid Atlantic is scheduled to arrive May 31st to start process.

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be April 7, 2022 at 3:00 pm

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas

**Adrian Public Service District
April 7, 2022
Monthly Board Meeting**

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Eric Brunn, Alicia Wright and Norma Woody.

Visitors in attendance: Morgan Haymond.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Chairman Spencer.

Minutes of the March 3rd meeting were read. Kelly made the motion to approve the minutes and Carolyn second.

Invoices were presented. A motion was made to pay by Paul, second by Carolyn.

Old Business

- Phase VIII/Pickens update provided by Morgan Haymond and Norma Woody. The Ricottilli tank site condemnation process has begun. Mr. and Mrs. Ricottilli spoke with our lawyer after receipt of final notice of appraisal offer. Proposed tank site staked by Hornor Brother Engineering by request of the Ricottilli's. The Ricottilli's refused appraisal final offer. Case referred to Norm Farley, attorney representing the PSD for petition for condemnation.

New Business

- None

Items for Discussion/Action/Approval

- None

Maintenance Report

- Repaired four hydrants with one tap to be installed.
- Installed two services.
- Repaired one leak.
- May 31 start of tank repair at Grand Camp. (need more gravel on driveway)

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be May 5, 2022 at 3:00 pm

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

Adrian Public Service District

May 5, 2022

Monthly Board Meeting

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas, Eric Brunn, Alicia Wright and Norma Woody.

Visitors in attendance: Morgan Haymond, Rhett Dusenbury.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Chairman Spencer.

Minutes of the April 7th meeting were read. Paul made the motion to approve the minutes and Kelly second.

Invoices were presented. A motion was made to pay by Paul, second by Carolyn.

Old Business

- Phase VIII/Pickens update provided by Morgan Haymond and Norma Woody. The Ricottilli tank site condemnation process has begun. A hearing date of Thursday, June 2, 2022 is scheduled before Judge David Wilmoth at Randolph County Circuit Courtroom for a decision. Our attorney, Norm Farley will be handling the case on behalf of Adrian Public Service District. Due to hearing, our normally scheduled board meeting will be moved to June 1, 2022 in effort for all to attend.

New Business

- None

Items for Discussion/Action/Approval

- Adrian Public Service District was granted \$290,000.00 from American Rescue Plan Funding by Upshur County Commission. Guidelines for distribution will be forthcoming.
- Norma Woody updated the board on Public Service Commission filing referred to the Adjudication Law Judge for a decision. Norma filed a formal response to complaint.
- Condemnation process began for obtaining right of entry to Ricottilli tank site. Updates were provided by Norma and Morgan Haymond, Land Consultant.
- Norma presented letters of recommendation concerning new hire, Alicia Wright's employment, along with recommendations on technicians wage for review by board. The board will perform yearly compensation review at June 1st board meeting on all employees.

Maintenance Report

- Replacement of four inch valve leak at Adrian Schoolhouse Road.
- Two main breaks repaired located at Route 20 near Beechtown Road, and Route 20 near Rock Cave.
- Lightning struck Arlington Booster Station requiring multiple parts needing replaced on pumps and components.
- Installed two new services, with one road bore left to be completed.

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be June 1, 2022 at 3:00 pm

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

Adrian Public Service District

June 1, 2022

Monthly Board Meeting

Present from Adrian PSD: Kelly Arnold, Carolyn Douglas, Eric Brunn, Alicia Wright and Norma Woody.

Visitors in attendance: Trey Hornor

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Vice Chairman, Carolyn Douglas.

Minutes of the May 5th meeting were read. Kelly made the motion to approve the minutes and Carolyn second.

Invoices were presented. A motion was made to pay by Carolyn, second by Kelly.

Old Business

- Phase VIII/Pickens update provided by Trey Hornor and Norma Woody. The Ricottilli tank site condemnation process has begun. A hearing date of Thursday, June 2, 2022 is scheduled before Judge David Wilmoth at Randolph County Circuit Courtroom for a decision. Our attorney, Norm Farley will be handling the case on behalf of Adrian Public Service District.

New Business

- None

Items for Discussion/Action/Approval

- Trey Hornor, Hornor Brothers Engineering provided an update concerning the Ricottilli tank site condemnation and hearing.
- Trey discussed project funding with the board for Phase VIII Pickens. The board agreed to move forward with the project and bid process once the right to entry is granted for Ricottilli tank site.
- Norma updated the board on the progress of Public Service Commission formal response. The commission recommends dismissal to the adjudication law judge.
- Driveway sealant will commence on June 3, 2022 by Sealcoat Concepts. The driveway and parking lot will be closed over the weekend to the public.
- Due to Paul Spencer, Chairman unable to attend, the board rescheduled a special meeting Monday, June 13, 2022 to discuss employee compensation review.

Maintenance Report

- Mid Atlantic Storage repairing Big Bend Tank. Tank brought in to bypass while repairs being made.

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be July 7, 2022 at 3:00 pm

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

Adrian Public Service District

June 13, 2022

Special Board Meeting

Present from Adrian PSD: Paul Spencer, Kelly Arnold, Carolyn Douglas.

All motions were unanimous unless otherwise noted.

The meeting was called to order at 4:00pm by Chairman Spencer.

Items for Discussion/Action/Approval

- The board reviewed recommendations from Norma Woody, Manager and Eric Brunn, Chief Water Operator concerning employee compensation review. The board unanimously agreed to give employees raises in accordance to performance and recommendation. The board also voted to retain Alicia Wright as a full-time benefited position, and with recommendation from Norma Woody, Manager to make her Assistant Manager.

The meeting adjourned at 5:00 pm. Next regular meeting will be July 7, 2022 at 3:00 pm.

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

Adrian Public Service District

July 7, 2022

Monthly Board Meeting

Present from Adrian PSD: Kelly Arnold, Carolyn Douglas, Eric Brunn, Alicia Wright and Norma Woody.

Visitors in attendance: Morgan Haymond

All motions were unanimous unless otherwise noted.

The meeting was called to order at 3:00 pm by Vice Chairman, Carolyn Douglas.

Minutes of the June 1st meeting were read. Kelly made the motion to approve the minutes and Carolyn second.

Invoices were presented. A motion was made to pay by Paul, second by Kelly.

Old Business

- Phase VIII/Pickens update provided by Morgan Haymond and Norma Woody. The right of entry for the Ricottilli tank site was granted by order of the Randolph County Circuit Court, Judge Wilmoth on June 2, 2022. A land commissioners hearing is set for August 19th in Randolph County Circuit Court. Adrian Public Service District is proceeding with condemnation in this case. Publication for bids will be advertised July 7th and July 14th in the Record Delta and Clarksburg Exponent for the Phase VIII Pickens project. A pre-bid meeting will be held July 20th at water board, as well as Bid Opening on August 5th.

New Business

- None

Items for Discussion/Action/Approval

- Jacob A. Leichliter was hired as a full-time Water Distribution Operator to begin July 25, 2022.
- Employee compensation review was approved in Special Meeting in June, retroactive to June meeting.
- Public Service Commission formal case was dismissed and ruled in favor of the Adrian Public Service District.

Maintenance Report

- Installed three new services.
- Repaired two service leaks.
- Repaired three main breaks.
- Fixed two fire hydrants.
- Installed new starter motor at Arlington Booster Station.

Office Report

- Tetrack and Bartlett State Audit/Yearly Audit scheduled for June 30, 2022.

Adjournment

The meeting adjourned at 5:00 pm. Next regular meeting will be August 4, 2022 at 3:00 pm

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.

E.2 Elkins Road P.S.D. Meeting Minutes-June & July 2022

Elkins Road Public Service District

Board of Directors' Regular Meeting

June 7, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, June 7, 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 (Phone in), 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

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

Recognize that four (4) customers were present.

APPROVAL OF MINUTES

Minutes of May 2, 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

WVRWA CONFERENCE-AUGUST 13TH THRU 17TH, 2022

Carey Wagner made a motion to approve attending the conference. Seconded by David Burr. Motion carried

BUDGET – FY 2022 - 2023

After reviewing the proposed Budget for FY 2022 – 2023, Carey Wagner made a motion to approve the proposed Budget for FY 2022 – 2023. David Burr seconded. Motion carried

JOHN WILT – ELLAMORE FIRE DEPARTMENT

No one showed up

PHASE III EXTENSION PROJECT

Cary Smith with Region VII presented Request # 24 in the amount of \$49,119.31 for IJDC and \$23,997.39 for CDBG for a total of \$73,116.70. David Burr made a motion to approve and make payments. Carey Wagner seconded. Motion carried

Change Order # 9 for Contract 1

A change order was submitted to cover the cost of paving the PSD parking lot in the amount of \$65,451.85. Carey Wagner made a motion to approve the change order. David Burr seconded. Motion carried

Greg Belcher gave an update on the Back Flow prevention that will be installed at our Master meter from the City. He said the DOH Permit had been approved and received back, so work should begin sometime this month.

At 6:20 p.m. Carey Wagner moved that we enter into Executive Session under WV Code 6-9A-4. At 6:37 p.m. Carey Wagner made a motion to exit Executive Session. Seconded by David Burr. Motion carried No decisions were made during Executive Session

OTHER GUESTS

Dave Mortin attended our meeting to discuss getting water to his property near the Boy Scout Camp. We also had Brian Parcell and Jerry Wamsley attend thanking the PSD for adding Ridgeview Lane to the ARPA Fund list.

MAINTENANCE

Dave Wamsley gave the May Maintenance Report. When ask if he had acquired pricing quotes on upgrading the Ponderosa Station, Dave said they were in the works and should be coming soon. As always we continue to look for and repair any leaks on our system to try and get our water loss percentage down.

QUICK DAMAGES/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 6:40 p.m.

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

Respectfully submitted:

ERPSD Board of Directors Secretary, David Burr//CD
Approved By:

Board Chair/Treasurer
Carey Wagner

Secretary
David Burr

Board Member
Vacant

**Elkins Road Public Service District
Board of Directors’ Regular Meeting
July 12, 2022**

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, July 12, 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 (Phone in), 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

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

Recognize that four (4) customers were present.

APPROVAL OF MINUTES

Minutes of June 7, 2022 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

CITY OF BUCKHANNON WATER BOARD COMMUNICATION MEETING

Discuss a good date for when we could attend in September.

AMERICAN RESCUE FUNDS - ARPA

Still no guidelines about how to utilize the funds that were awarded us as yet, Tabatha Perry said possibly another three to four weeks.

FLOODING 6/14/22 DITCH REPAIRS

Discussion on the extensive flood damage to several roads on the system; Kesling Ridge Road approximately 500ft of repair area; Oak Road approximately 100ft of repair area; Winery Road approximately 150ft of repair area. This includes water line tape, sand and rip rap. We are going to check with PSC on usage of CWCRC funds. Carey Wagner made a motion to repair Oak Road since this is in very close proximity to our Union Pump Station. David Burr seconded. Motion carried

SIGN FOR PSD OFFICE

After some discussion there was still not any real decision on what kind of sign or when we would be getting a sign.

PHASE III EXTENSION PROJECT

There were no invoices presented this month for payment.

Amendment to Owner-Engineer Agreement

Greg Belcher submitted Amendment No. 6 for the Owner-Engineer Agreement which covers additional services to be performed by Engineer in the amount of \$34,440.00. David Burr made a motion to approve and pay Amendment No. 6. Carey Wagner seconded. Motion carried

BOARD MEMBER

After talking to several interested parties for the Board vacancy the Board moved into Executive Session under WV Code 6-9A-4 at 5:46 p.m. Carey Wagner made a motion to come out of Executive Session at 6:40 p.m. David Burr seconded. Motion carried No decisions were made in while in Executive Session. The Board has decided to send a letter of recommendation to the Upshur County Commission to appoint Wendell Grose to finish the unexpired term of Larry J. Heater who resigned on February 8, 2022. A letter of reappointment for David A. Burr will also be drafted to be sent to the Upshur County Commission before his term expires.

OTHER GUESTS

Jerry Wamsley came to the meeting to give the Board a “Proposal” which will need to be read and discussed at another meeting. Proposal was date stamped in and signed by the Board Chair and Mr. Wamsley.

MAINTENANCE

Dave Wamsley gave the June Maintenance Report. Dave presented the quotes from Atlas and Mike Wiley of Let There Be Light for the upgrades needed at the Ponderosa Pump Station. Water loss was discussed since several big leaks had been repaired in June but so far the water usage per day is not coming down.

There being no further business, the meeting adjourned on motion made by David Burr and seconded by Carey Wagner. Meeting adjourned at 7:15 p.m.

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

Respectfully submitted:

ERPSD Board of Directors Secretary, David Burr//CD

Approved By:

Board Chair/Treasurer
Carey Wagner

Secretary
David Burr

Board Member
Vacant

E.3 Mt. Hope Water Association Meeting Minutes- June 2022

**Mt Hope Water Association Minutes
Board of Directors Meeting Monday June 20, 2022**

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday June 20 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, Nicholas Cutright, Tom Davis, Deborah Cvechko, Navonda Tenney and Marcella Kelley. Also in attendance were Secretary/Treasurer Laurie Adams, Chief Operator Jeff May, David Mayhew, Kyle and Morris Zickefoose (from Hemlock Ridge).

David Mayhew from Hemlock Ridge spoke on behalf of the residents in his area. He stated there was funding available and the county commission president was willing to help secure additional needed funding to extend our water to their area. Donnie and the board members reminded Mr. Mayhew that the majority of Mt Hope Water Association members, in attendance at the upcoming annual meeting in October, would have to approve the extension.

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. The leak adjustments that were presented were approved, a motion was made by Nicholas, motion carried. Laurie told the board about a request from the City of Buckhannon to meet with them and the local PSD's in September. All board members as well as Laurie and Jeff, were interested in attending. Laurie will let the City of Buckhannon know which dates were not good for us. It will be two years in January since we have had a rate increase, the WV PSC takes approximately 6 months for the process. A motion was made by Marcella to pursue a rate increase, motion carried. Laurie discussed with the board our present leak policy as well as the WV PSC's policy. It was agreed that a specific door hanger/tag would be ordered to alert customers of leaks. These will be left by field employees and noted on the read sheets. Donnie spoke about additional funding now available for maintenance and extensions, through a critical needs infrastructure program. He will speak with Region VII planning about the details. Jeff made a request to the board about additional compensation due to inflation and record gas prices. After discussion, a motion was made by Marcella to increase the Operator's hourly rate to \$25.00 an hour, effective July 1, 2022, motion carried. As mentioned in the Operator's Report, the Phillip's Farm #1 development was set to tie into our mainline on Tuesday. Samples would have to be taken and transported to Clarksburg Water Board by our Operator. The board agreed, per the PSC agreement, that the developer would be charged \$25 an hour at a minimum of 3 hours in addition to the testing cost. Marcella agreed to continue to mow the office to free up the field personnel.

There being no further business, President Tenney adjourned the meeting was adjourned at 7:54 pm.

Submitted by: Laurie Adams

Mr. Nestor questioned if Hodgesville gives us minutes from their meetings. We receive these sporadically and it has been several months since they have been received. Amby Jenkins will reach out and request those minutes.

E.4 Notice Water Department Accepting Applications for Full-time Water Plant Operator in Training deadline 08/26/22

City of Buckhannon- Full-Time Water Plant Operator-In-Training

The City of Buckhannon Water Department will be accepting applications for a Full-Time Water Plant Operator-In-Training.

Pay will be based on experience and qualifications, benefits included.

The Water Plant Operator will perform a variety of tasks in the operation and maintenance of a water treatment plant and work a rotating shift schedule which includes nights, weekends and holidays.

Qualifications

- Preference will be given to candidates that possess a WV Water Treatment Plant Operators License.
- High School diploma or GED
- Valid West Virginia driver's license
- Possess knowledge of computer software including Microsoft Word, excel and data management systems.
- Must be able to lift 50 pounds above shoulder level.
- Must be willing to function in a Team oriented workplace.

If selected for hire, candidate will be subject to a background check, physical examination, drug test and skills test.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons, and employees without regard to any individual's creed, race, color, ethnicity, national origin, religion, gender, age, handicap, familial status, or sexual orientation.

Applicants can pick up or call for an application at Buckhannon City Hall, 70 E. Main Street, Buckhannon, WV 26201 between the hours of 8:30am-4:30pm Monday-Friday, phone 304-472-1651.

Applications will be accepted until August 26, 2022.

E.5 Invitation to the P.S.D.'s: COB Water Board Special Meeting Thursday, September 29, 2022 at 6pm at City Hall: Everyone is welcome to attend this meeting. Email sent to the P.S.D.'s:

COB Water Board Special Meeting Invitation

Inbox



Teresa Summers <teresa.summers@buckhannonwv.org> Mon, Jul 25, 11:55 AM

to Adrian, Elkins, Hodgesville, Mt, bcc: Randy, bcc: Amberle

Good morning,

Meeting Invitation: The City of Buckhannon Water Board has set the date of the special meeting with the P.S.D's to be held on Thursday, September 29, 2022 at 6:00PM at City Hall. Looking forward to your reply. Have a great day.-Teresa

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F. Consent Agenda

F.1 Approval of Minutes 07/14/22: Motion by Nestor/Thomas to approve. Motion approved.

G. Strategic Issues for discussion and vote

G.1 Continued Discussion/Possible Vote Acceptance of UCDA Industrial Park Water Booster Station: – Action taken earlier in the meeting.

H. Board Members Comments and Announcements

Board Member Nestor- Nothing further except that it is a small town where we care about each other.

Board Member Rizo-He hopes to bring good information back from meeting next week.

Board Member McCauley- Mr. McCauley stated that at a social meeting the water department came up. It was observed that if the pump goes down, it is expensive. The more the pumps run, the higher the utilities, the shorter the life of the pumps. There are all kinds of costs associated with water loss. Ethically and fiscally, it is responsible to fix leaks. It is faulty logic that we get paid for lost water.

Board Member Thomas- Nothing further.

City Recorder Sanders –City's public service announcement was posted:

City of Buckhannon Water Department Service Interruption Alert

August 5, 2022, Buckhannon, WV: The Buckhannon Water Department announces there will be a water service interruption on Monday, August 8, 2022 at approximately 5:00 A.M. for water main maintenance. The areas affected are parts of Route 20 South, Tennerton Area including the BU Middle School to the Stony Run Road Intersection. The Stony Run area may experience low pressure. Rain date for this outage is Tuesday, August 9, 2022 at 5:00 A.M. The Water Department will work to have everything back to normal as soon as possible.

Amby Jenkins – Nothing further.

Kelly Arnold – Nothing further.

Jerry Arnold – Nothing further.

Jay Hollen – Nothing further.

Mayor Skinner – He appreciates everyone, but speaking directly to Kelly Arnold, he appreciates the commitment to the job. Mr. Arnold responded that he would like to give credit to others who step up, i. e. Jerry Wamsley. It is all a good team effort.

H.1 Next Water Board Meeting September 8, 2022

I. Adjournment at 8:26 a.m.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____