

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

A regular meeting of the Buckhannon Water Board was held on Thursday, October 13, 2022, at 7:30 a.m. in Council Chambers at City Hall. The following were in attendance (GTM is attendance by GoToMeeting):

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

Guests:

City of Buckhannon Water Board – 7:30am
Meeting Agenda for Thursday, Thursday, October 13, 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 September 2022

D. Department Report

- D.1 Water Department Report-Kelly Arnold
- D.2 ARPA Projects Update

E. Correspondence and Information

- E.1 Notice COB Flushing Fire Hydrants
- E.2 Mt. Hope Water Association Meeting Minutes-August 2022
- E.3 Adrian P.S.D. Meeting Minutes-August 2022
- E.4 Elkins Road P.S.D. Meeting Minutes-August & September 2022
- E.5 Thank you note to Kelly & the Crew from WVWC Alisa Lively
- E.6 Letter to Martin-Refund of Monies-Waterline Extension Project dated 07/14/15 Lesson Drive Development
- E.7 Letter from Cummins Sales & Service-Updated Shipment Delay Dates RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators –Raw Water Intake, WWTP & PSC

F. Consent Agenda

- F.1 Approval of Minutes 09/08/22, Special 09/29/22

G. Strategic Issues for discussion and vote

- G.1 Approval Wage Increase Thomas Wood Class III Certification
- G.2 Approval Appraisal Agreement with Industrial Appraisal Company
- G.3 Property Transfer Deed Tennerton Booster Station
- G.4 Upshur County Development Authority Industrial Park Booster Station

H. Board Members Comments and Announcements

I. Adjournment

Posted 10/07/2022

A. Call to Order – The meeting was called to order by Mayor Robbie Skinner who asked all to join him in a moment of silence and then he led the group in the pledge to the flag of the United States of America.

B. Recognized Guests:

B.1 None

C. Financial Report-Amby Jenkins

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

**WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

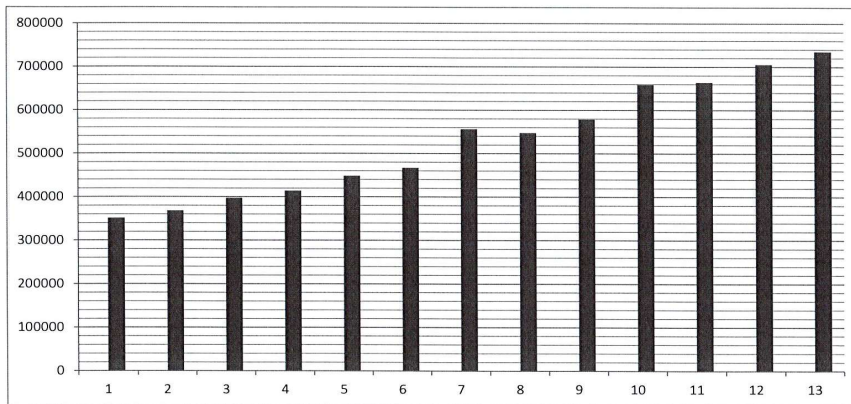
Balance September 30, 2022

Money market & checking	\$ 735,243.36
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2% Depreciation fund (Working Capital Fund) \$ 616,933.77

20% Depreciation Rate (Working Capital Fund)	\$ 810,000.00
Savings #5764795	\$255,900.94 (citizens bank opened 9-15-21)

Savings	\$ 1,523.17
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Money Market and Checking Trend

Note: Bond Payments began March 2017 \$22751.66 per mth.

SEPTEMBER 2022 WATER PAYMENT OF BILLS

\$6,280.11 – TATE COMMUNICATIONS – PHONE SYSTEM & SPEAKER

\$17,930.59 – PHOENIX SOLUTION – CHEMICAL COSTS

\$2,053.12 – PRECISION PUMP & VALVE – REPACKING HIGH SERVICE PUMP

\$4,910.00 – FERGUSON WATERWORKS – CORP STOPS & FIRE HYD; VALVE BOX

\$14,375.00 – CORE & MAIN LP – 6FT ATENNAS,2” METERS, METERS & REGISTERS

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disbursements 09-01-22 to 09-30-22

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	520.80
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	252.00
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	252.00
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	286.31
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	PREMIERPAC, SODA ASH, LIM	7,777.59
		642-348-00	CHEMICAL COSTS	CHLORINE, PREMIERPAC,	10,153.00
	US CELLULAR	642-211-00	UTILITIES - ELEC, GA	613-0153 7363 642-5828 514	11.44
	SPRINT	642-211-00	UTILITIES - ELEC, GA	ALL DEPT AUG 2022 GEOTABS	94.00
	OFFICE OF WATER PROGRAMS CA	642-221-00	TRAINING & CONTINUED	PCRD-MANUAL FOR CEU	140.00
		642-221-00	TRAINING & CONTINUED	PCRD-ENROLLMENT FOR THOMAS	25.00
	PRECISION PUMP & VALVE SERVI	642-346-00	MAINT TREATMENT PLAN	REPACKING HI SERV PUMP	2,053.12
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	451.14
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	466.46
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	557.45
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	105.51
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	109.09
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	130.38
	CLARKSBURG WATER BOARD	642-349-00	COMPLIANCE MONITORIN	BAC-T SAMPLES	230.00
	AMAZON.COM	642-342-00	MAINT TREATMENT PLAN	PCRD-SAFETY SHIELDS	51.79
	USI INSURANCE SERVICES LLC	642-105-00	HEALTH INSURANCE	GROUP BENEFIT 2ND INSTALLM	290.60
	PAYFLEX	642-105-00	HEALTH INSURANCE	WATER AUG 2022 HSA FEES	13.00
		642-105-00	HEALTH INSURANCE	WATER SEPT 2022 HSA FEES	13.00
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	WATER SEP 2022 ANTENNA REN	35.00
	AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	304-997-9091 JERRY MYERS	64.73
	WORLD FUEL SERVICES, INC.	642-343-01	PLANT VEHICLE FUEL	WATER FUEL BILL AUG 2022	289.21
	FAIRWAY LABORATORIES, INC.	642-349-00	COMPLIANCE MONITORIN	FLURDE; TTHM; HAA5 SAMPLE	395.00
	FRONTIER	642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	66.13
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	50.45
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	39.85
	**PAYROLL EXPENSES			9/01/2022 - 9/30/2022	23,716.37
				TOTAL:	68,477.65
WATER LINES	BUCKHANNON UTIL BOARDS	660-342-00	MAINTENANCE GARAGE B	OLD PALLETS/ TIRES DUMP	14.00
	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	106.28
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	24.65
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	5.92
		660-211-00	UTILITIES - ELEC,GAS	110085818216 DEERCKBOOSTER	16.60
		660-211-00	UTILITIES - ELEC,GAS	110085973250 RT 3	5.00
		660-211-00	UTILITIES - ELEC,GAS	110085813894 DEERCKTANK	5.25
		660-211-00	UTILITIES - ELEC,GAS	110088788390 HIGH SCHOOL	1,067.02
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	5.75
		660-211-00	UTILITIES - ELEC,GAS	110100156634 ST JOE TOWER	7.61
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	5.70
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	5.87
	A F WENDLING INC	660-999-00	TRAN DISTRIB MISCELL	WATER, PAPER TOWELS	498.54
	UNIFIRST CORP.	660-345-00	UNIFORMS-PERSONAL SA	ALL DEPT SEPT 2022 UNIFORM	375.30
	ENCOVA INSURANCE	660-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 SEPT 2022	363.18
	AMERICAN WATER WORKS ASSOC	660-352-00	NEW SERVICES, UPGRAD	MEMBERSHIP 12/2022-11/23	338.00
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WATER SEPT 2022 HEALTH INS	3,934.36
		660-105-00	HEALTH INSURANCE	WATER SEPT 2022 RETIREE'S	700.00
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	16.85
		660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	49.29
	BUCKHANNON WORK ADJUSTMENT	660-352-00	NEW SERVICES, UPGRAD	SURVEY STAKES MADISON ST	12.66
	NAPA-AMTOWER AUTO SUPPLY	660-344-00	GENERAL EQUIPMENT MA	INNER TUBE; PIN ROLL	288.92

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disbursements 09-01-22 to 09-30-22

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			9/01/2022 - 9/30/2022 TOTAL:	49,066.31 89,394.91
OFFICE/ADMIN	ENCOVA INSURANCE	920-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 SEPT 2022	165.42
	WV PUBLIC EMPLOYEES INSURANC	920-105-00	HEALTH INSURANCE	WATER SEPT 2022 HEALTH INS	1,125.60
		920-105-00	HEALTH INSURANCE	WATER SEPT 2022 RETIREE'S	163.33
	WESTFIELD INSURANCE	920-352-00	PROPERTY INSURNACE	4-1-22 TO 4-1-23 QTRLY PLA	4,890.36
	MICROSOFT STORE	920-999-00	ADM BOARD-BILLING MI	PCRD-MICROSOFT OFFICE PROG	40.12
	WV PUBLIC EMPLOYEES RETIREME	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	499.23
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	487.09
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	481.01
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	2.11
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	2.51
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	27.50
	BUCKHANNON POSTMASTER	920-999-00	ADM BOARD-BILLING MI	PERMIT #10 POSTAGE	750.00
		920-999-00	ADM BOARD-BILLING MI	PCRD-POSTAGE TO MAIL CK TO	6.74
	PAYROLL ACCOUNT (ALL DEPTS)	920-341-00	MATERIALS & SUPPLIES	AUGUST 2022 AA FEES	214.06
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	AUG 2022 CREDIT CARD FEES	1,487.56
	TOSHIBA FINANCIAL SERVICES	920-999-00	ADM BOARD-BILLING MI	CITY HALL COPIER LEASE SEP	149.49
	GENERAL FUND	920-341-00	MATERIALS & SUPPLIES	SEP 2022 LOC FEES	92.13
	RAVEN ROCK NETWORKS INC	920-999-00	ADM BOARD-BILLING MI	IT SERVICE CONTRACT SEPT 2	370.00
		920-459-00	CAPITAL OUTLAY COMPU	CONFIG OF 5 NEW CMPTRS CTY	210.00
	US CELLULAR	920-211-00	UTILITIES - ELEC,GAS	642-1651 613-0113 0002	62.13
	DAVID L HOWELL CPA	920-349-00	AUDITING EXPENSE	FINAL BILLING 2020-21 AUDI	625.75
	WALMART STORES INC -BUCKHANN	920-341-00	MATERIALS & SUPPLIES	CLEANING SUPP CITY HALL	35.25
	DELUX BUSINESS FORMS	920-341-00	MATERIALS & SUPPLIES	PCRD-COLLECTION ACCT CKS	87.04
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	361.66
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	460.48
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	458.47
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	84.57
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	107.68
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	107.20
	AMAZON.COM	920-341-00	MATERIALS & SUPPLIES	PCRD-STAPLES TOSHIBA COPIE	23.52
		920-341-00	MATERIALS & SUPPLIES	PCRD-MEDIUM BINDER CLIPS	3.50
		920-341-00	MATERIALS & SUPPLIES	PCRD-AVERY 5 TAB BINDER DI	6.53
	DELL BUSINESS CREDIT	920-459-00	CAPITAL OUTLAY COMPU	PCRD-COMPUTERS FOR FRNT WI	514.80
		920-459-00	CAPITAL OUTLAY COMPU	PCRD-COMPUTERS OLIVIA & AM	610.28
	USI INSURANCE SERVICES LLC	920-105-00	HEALTH INSURANCE	GROUP BENEFIT 2ND INSTALLM	130.98
	PAYFLEX	920-105-00	HEALTH INSURANCE	WATER AUG 2022 HSA FEES	6.50
		920-105-00	HEALTH INSURANCE	WATER SEPT 2022 HSA FEES	6.50
	JEREMY DRENNEN, CPA	920-350-00	PROFESSIONAL & LEGAL	COMPILE 6-30-21 FIN STMTNT	1,000.00
	UPSHUR COUNTY CLERK	920-999-00	ADM BOARD-BILLING MI	ESTATE LIEN NANCY PHIPPS	5.00
		920-999-00	ADM BOARD-BILLING MI	LIEN DON KILLINGSWORTH EST	5.00
		920-999-00	ADM BOARD-BILLING MI	LIEN CAROLINE DEES ESTATE	5.00
	KOMAX LLC	920-999-00	ADM BOARD-BILLING MI	INK & SEALING SOLUTION	44.50
	U.S. POSTAL SERVICE (CMRS-FP	920-999-00	ADM BOARD-BILLING MI	SEPT 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	920-999-00	ADM BOARD-BILLING MI	MAILER & INSERTER PYMT SEP	94.31
	SUDDENLINK BUSINESS	920-999-00	ADM BOARD-BILLING MI	CITY HALL INTERNET SEPT 20	214.63
	TYLER TECHNOLOGIES INC	920-999-00	ADM BOARD-BILLING MI	RECEIPT PRINTER ANNUAL FEE	98.90
	ROSSMAN & CO/PCB CORP	920-341-00	MATERIALS & SUPPLIES	UTL DEBT COLLECTION AUG 20	23.85
	FRONTIER	920-211-00	UTILITIES - ELEC,GAS	472-1651-101515-4 CITY HAL	74.60
		920-211-00	UTILITIES - ELEC,GAS	304-003-2273-060600-4	24.18
	TRAVELERS INSURANCE	920-352-00	PROPERTY INSURNACE	INS PREM AUTO LIAB SEPT 22	2,486.05

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disbursements 09-01-22 to 09-30-22

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FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			9/01/2022 - 9/30/2022 TOTAL:	20,646.44 39,829.56
BOND	MUNICIPAL BOND COMM OF WV	970-221-00	WATER BOND A 2016	WATER BOND A PYMT SEPT 202	22,481.88 22,481.88
CAPITAL/PROJECTS	J.P. MORGAN EQUIPMENT FINAN	999-681-00	SCADA TANK/PUMP STAT	WAT OCT 2022 SCADA/METER P	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
				TOTAL:	14,725.60

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

400-WATER

% OF YEAR COMPLETED: 25.00

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	90,352.80	274,772.06	0.00	625,227.94	30.53
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	500,000	55,978.40	156,989.50	0.00	343,010.50	31.40
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,347.50	4,042.50	0.00	10,957.50	26.95
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,415,000	147,678.70	435,804.06	0.00	979,195.94	30.80
OUTSIDE DISTRICTS						
400-360-000-00 MT HOPE WATER (MASTER MET	150,000	16,581.75	50,803.25	0.00	99,196.75	33.87
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	19,907.75	61,869.25	0.00	158,130.75	28.12
400-360-000-02 ELKINS ROAD PSD (MASTER M	160,000	16,143.75	54,298.75	0.00	105,701.25	33.94
400-360-000-03 ADRIAN PSD (MASTER METER)	230,000	26,999.25	77,538.25	0.00	152,461.75	33.71
TOTAL OUTSIDE DISTRICTS	760,000	79,632.50	244,509.50	0.00	515,490.50	32.17
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	6,134.00	10,634.00	0.00 (634.00)	106.34
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 EQUIP CSTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	10,000	6,134.00	10,634.00	0.00 (634.00)	106.34
INTRAFUND CONTR/CHARGES						
400-370-000-01 LATE CHARGES	19,385	2,293.37	6,873.32	0.00	12,511.68	35.46
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	200.00	750.00	0.00	1,250.00	37.50
400-370-000-04 C J MARTIN WATER LINE EXT	0	0.00	0.00	0.00	0.00	0.00
400-370-000-05 ATLANTIC CST PIPELINE REV	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTRAFUND CONTR/CHARGES	21,385	2,493.37	7,623.32	0.00	13,761.68	35.65
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	0.13	0.13	0.00	999.87	0.01
400-399-000-00 MISC. NONOPERATING INCOME	33,000	5,820.22	19,508.45	0.00	13,491.55	59.12
TOTAL OTHER REVENUE	34,000	5,820.35	19,508.58	0.00	14,491.42	57.38

TOTAL REVENUE 2,240,385 241,758.92 718,079.46 0.00 1,522,305.54 32.05

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

400-WATER

% OF YEAR COMPLETED: 25.00

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	1,405.58	2,871.92	0.00	17,128.08	14.36
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	20,000	1,405.58	2,871.92	0.00	17,128.08	14.36
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	3,500	957.05	2,180.49	0.00	1,319.51	62.30
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	957.05	2,180.49	0.00	10,319.51	17.44
TOTAL RESERVIOR MANGMT DAM	32,500	2,362.63	5,052.41	0.00	27,447.59	15.55
WATER PLANT =====						
SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	278,000	23,716.37	63,627.39	0.00	214,372.61	22.89
400-642-104-00 FICA TAX	21,300	1,820.03	4,880.06	0.00	16,419.94	22.91

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

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	38,500	2,561.88	12,556.04	0.00	25,943.96	32.61
400-642-106-00 RETIREMENT	25,000	2,134.48	5,149.90	0.00	19,850.10	20.60
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	362,800	30,232.76	86,213.39	0.00	276,586.61	23.76
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	115,000	8,956.25	26,989.77	0.00	88,010.23	23.47
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	165.00	1,254.80	0.00	1,245.20	50.19
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	363.18	1,350.38	0.00	5,649.62	19.29
TOTAL CONTRACTUAL SERVICES	124,500	9,484.43	29,594.95	0.00	94,905.05	23.77
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,000	0.00	997.60	0.00	2,002.40	33.25
400-642-342-00 MAINT TREATMENT PLANT BLD	6,000	946.14	1,149.13	0.00	4,850.87	19.15
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	289.21	1,063.04	0.00	3,336.96	24.16
400-642-344-00 GENERAL EQUIPMENT MAINTEN	2,500	0.00	94.97	0.00	2,405.03	3.80
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,500	375.30	610.73	0.00	2,889.27	17.45
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	2,314.11	10,014.75	9,599.00	61,386.25	24.21
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	0.00	4,313.02	1,439.54	9,247.44	38.35
400-642-348-00 CHEMICAL COSTS	216,000	17,930.59	56,581.03	0.00	159,418.97	26.19
400-642-349-00 COMPLIANCE MONITORING	23,000	625.00	1,220.00	0.00	21,780.00	5.30
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	12.00	0.00	2,988.00	0.40
TOTAL COMMODITIES	379,700	22,480.35	76,056.27	11,038.54	292,605.19	22.94
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	0	6,280.11	6,280.11	601.96	(6,882.07)	0.00
TOTAL CAPITAL OUTLAY	0	6,280.11	6,280.11	601.96	(6,882.07)	0.00
TOTAL WATER PLANT	867,000	68,477.65	198,144.72	11,640.50	657,214.78	24.20
WATER LINES =====						
SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	432,000	49,066.31	115,945.31	0.00	316,054.69	26.84
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	3,770.87	8,910.11	0.00	24,137.89	26.96
400-660-105-00 HEALTH INSURANCE	76,500	5,120.94	33,993.74	0.00	42,506.26	44.44
400-660-106-00 RETIREMENT	38,880	4,415.98	10,435.16	0.00	28,444.84	26.84
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	580,428	62,374.10	169,284.32	0.00	411,143.68	29.17
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	1,823.39	5,527.80	0.00	22,472.20	19.74
400-660-221-00 TRAINING & CONTINUED EDUC	1,700	660.15	1,700.33	0.00	(0.33)	100.02
400-660-226-00 UNEMPLOYMENT/COMPENSATION	13,000	363.18	2,337.57	0.00	10,662.43	17.98
TOTAL CONTRACTUAL SERVICES	42,700	2,846.72	9,565.70	0.00	33,134.30	22.40

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

400-WATER

% OF YEAR COMPLETED: 25.00

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	39.97	0.00	8,285.03	0.48
400-660-342-00 MAINTENANCE GARAGE BLDG	3,000	14.00	187.92	0.00	2,812.08	6.26
400-660-343-00 VEHICLE MAINTENANCE	4,000	436.50	1,634.22	0.00	2,365.78	40.86
400-660-343-01 LINE VEHICLE FUEL	11,000	1,076.15	4,055.57	0.00	6,944.43	36.87
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	1,086.50	2,184.39	0.00	14,815.61	12.85
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	375.30	610.73	0.00	3,889.27	13.57
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	15,000	181.66	181.66	0.00	14,818.34	1.21
400-660-348-00 DISTRIBUTION TANK MAINTEN	25,000	0.00	66.27	0.00	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	20,438.79	39,725.82	3,645.79	98,228.39	30.63
400-660-353-00 MAPPING & LINE LOCATING E	11,000	66.65	1,410.92	0.00	9,589.08	12.83
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	240,425	23,675.55	50,097.47	3,645.79	186,681.74	22.35
NON-OPERATING EXPENSES						
400-660-999-00 TRAN DISTRIB MISCELLANEOU	1,200	498.54	749.95	0.00	450.05	62.50
TOTAL NON-OPERATING EXPENSES	1,200	498.54	749.95	0.00	450.05	62.50

TOTAL WATER LINES	864,753	89,394.91	229,697.44	3,645.79	631,409.77	26.98
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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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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 25.00

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 =====						
SALARIES & BENEFITS						
400-920-101-00 AD & GE SALARIES BOARD	22,462	1,400.00	4,200.00	0.00	18,262.00	18.70
400-920-103-00 AD & GE OFFICE SALARIES	160,000	19,246.44	44,057.13	0.00	115,942.87	27.54
400-920-104-00 FICA TAX	14,000	1,580.06	3,691.88	0.00	10,308.12	26.37
400-920-105-00 HEALTH INSURANCE	22,000	1,432.91	7,581.25	0.00	14,418.75	34.46
400-920-106-00 RETIREMENT	14,500	1,499.45	3,535.19	0.00	10,964.81	24.38
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	232,962	25,158.86	63,065.45	0.00	169,896.55	27.07
CONTRACTUAL SERVICES						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	160.91	475.79	0.00	1,524.21	23.79
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	165.42	754.69	0.00	1,845.31	29.03
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	326.33	1,230.48	0.00	3,869.52	24.13
COMMODITIES						
400-920-341-00 MATERIALS & SUPPLIES EXPE	25,000	1,973.44	9,004.60	0.00	15,995.40	36.02
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	625.75	625.75	0.00	2,374.25	20.86
400-920-350-00 PROFESSIONAL & LEGAL EXPE	8,500	1,000.00	1,000.00	0.00	7,500.00	11.76
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	7,376.41	19,376.88	0.00	18,623.12	50.99
400-920-353-00 PSC ASSESSMENTS	6,000	0.00	5,115.85	0.00	884.15	85.26
400-920-369-00 CUSTOMER DEP INTEREST PAI	700	1.43	3.61	0.00	696.39	0.52
TOTAL COMMODITIES	92,150	10,977.03	35,126.69	0.00	57,023.31	38.12
CAPITAL OUTLAY						
400-920-459-00 CAPITAL OUTLAY COMPUTER	20,000	521.16	1,335.08	0.00	18,664.92	6.68
TOTAL CAPITAL OUTLAY	20,000	521.16	1,335.08	0.00	18,664.92	6.68
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	2,033.69	14,971.37	253.00	28,775.63	34.60
TOTAL NON-OPERATING EXPENSES	44,000	2,033.69	14,971.37	253.00	28,775.63	34.60
TOTAL OFFICE/ADMIN	394,212	39,017.07	115,729.07	253.00	278,229.93	29.42

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

100-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBTS =====						
SALARIES & BENEFITS						
100-955-109-00 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						
100-970-221-00 WATER BOND A 2016	270,000	22,481.88	67,981.79	0.00	202,018.21	25.18
100-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,000	22,481.88	67,981.79	0.00	202,018.21	25.18
TOTAL BOND PAYMENTS						
	270,000	22,481.88	67,981.79	0.00	202,018.21	25.18

CAPITAL/PROJECTS
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SALARIES & BENEFITS						
00-999-110-00 PAINT WATER TANKS	0	0.00	0.00	0.00	0.00	0.00
00-999-120-00 METER READER HANDHELD UPG	0	0.00	0.00	0.00	0.00	0.00
00-999-130-00 BOAT&AC GRANT 2020	0	0.00	0.00	0.00	0.00	0.00
00-999-140-00 ISLAND AVE 6" TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
00-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
00-999-170-00 ATLANTIC CST PIPEL PASSTH	0	0.00	0.00	0.00	0.00	0.00
00-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
00-999-173-00 MEADE - COLLEGE TO CAMDEN	0	0.00	0.00	0.00	0.00	0.00
00-999-176-00 LIGHTBURN STREET	0	0.00	0.00	0.00	0.00	0.00
00-999-177-00 VALLEY GREEN MASTER METER	0	0.00	0.00	0.00	0.00	0.00
00-999-178-00 HYDRANT UPGRADE TO STEAME	0	0.00	0.00	0.00	0.00	0.00
00-999-187-00 BRIDGE METER SHOP TO CHEM	0	0.00	0.00	0.00	0.00	0.00
00-999-188-00 BRUSHY FORK LANE WIDENING	0	0.00	0.00	0.00	0.00	0.00
00-999-189-00 RENEW 84 METER SERVICES	0	0.00	0.00	0.00	0.00	0.00
00-999-190-00 VARIOUS OTHER PROJECTS	4,000	0.00	0.00	0.00	4,000.00	0.00
00-999-191-00 HOUSING AUTHORITY METERIN	0	0.00	0.00	0.00	0.00	0.00
00-999-197-00 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
NON-OPERATING EXPENSES						
00-999-602-00 INTAKE LARGE COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
00-999-612-00 WATER PLANT PROJ PHASE 1	0	0.00	0.00	0.00	0.00	0.00
00-999-613-00 KNOLLWOOD 4" TAP	0	0.00	0.00	0.00	0.00	0.00
00-999-619-00 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: SEPTEMBER 30TH, 2022

400-WATER

% OF YEAR COMPLETED: 25.00

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	12,989.32	51,957.28	0.00	12,989.72	80.00
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	5,142.34	0.00	15,626.66	24.76
400-999-682-05 BACKHOE	8,000	0.00	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

400-WATER % OF YEAR COMPLETED: 25.00

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	14,725.60	61,599.62	13,163.00	180,953.38	29.24
TOTAL CAPITAL/PROJECTS	259,716	14,725.60	61,599.62	13,163.00	184,953.38	28.79
TOTAL EXPENDITURES	2,688,181	236,459.74	678,205.05	28,702.29	1,981,273.66	26.30
REVENUE OVER/(UNDER) EXPENDITURES	(447,796)	5,299.18	39,874.41	(28,702.29)	(458,968.12)	2.49-

A brief Q & A concerning the chemical costs took place.

**Motion to approve the September 2022 financial report was made by McCauley/Thomas.
Motion carried.**

D. Department Report

D.1 Water Department Report- Kelly Arnold provided the following report:

- Water leaks -2
- Weekly safety meetings
- Locates
- Renewed service -0
- New Services -1
- Residential meters changed -14
- Residential meters tested -0
- Public Service District meters tested -0
- All large meters were tested
- Turbine mixer is repaired
- Finished chlorine line in feeder system
- Cleaned basins
- Repaired bearing in basins
- Worked on blacktop and yard restorations
- Started Jawbone Park waterline
- Have 2 working on getting their meter testing certification
- Abandon old service line on Kanawha Street
- All meters were read in system
- 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 million gallons of water was treated for the month of September 1.9 million a day
- Cost per million gallons treated for August \$264.27
- 32,240 gallons of water hauled from the plant
- Off & On Reports/ Customer complaints answered – 292
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment

Unaccounted For Water through June 30, 2023

		Plant	Distribution	Sold to	Sold to	Percent
	Produced (a.)	Loss (b.)	Loss (c.)	City (d.)	PSDs (e.)	Loss
Jul-22	58,956,208	1,216,873	317,957	19,730,900	33,160,900	7.68%
Aug-22	60,272,641	1,189,148	64,280	19,185,100	32,789,900	11.69%
Sep-22	57,000,000	1,153,355	73,000	21,344,900	31,853,000	4.52%
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:	176,228,849	3,559,376	455,237	60,260,900	97,803,800	8.03%

Discussion took place on some issues which included a Q & A between Board Members and Kelly Arnold.

D.2 ARPA Projects Update – City Engineer Jay Hollen provided an update on the ARPA projects for the Tennerton Booster Station and their upcoming 2 contracts. Contract A will be performed by outside contractors and Contract B will be performed by the Water Department staff. Contract A will be a line installation contract and Contract B will be for the booster station work itself. He explained all the easements and permits that will be required and felt all was in order.

Mayor Skinner used the chairs prerogative to move **G.3 Property Transfer Deed Tennerton Booster Station** to the table. Mr. Hollen provided an overview of this item to the Board, referencing the copy of the proposed Deed in our meeting packet marked as G.3.

Discussion took place with Board Member Dave McCauley noting that in the proposed deed the property is referenced as being in the Buckhannon District and later in the document being in the Corporation District. Mr. Hollen agreed that it was in the Buckhannon District and will request City Attorney O’Neill make that correction. Mr. McCauley also noted that the Board has the power to recommend to City Council an action such as this, but not the power to authorize the actual action.

Motion to recommend to City Council the approval of the Property Transfer for the Tennerton Booster Station as noted in the proposed deed, once the reference to the property being in the Corporation District be changed to the Buckhannon District, and the authorization for Mayor Skinner to sign the appropriate paperwork once approved was made by Rizo/Nestor. Motion carried.

Prepared by and recording requested by:
Thomas J. O'Neill, City Attorney
City of Buckhannon, West Virginia
Address: 70 East Main Street
City: Buckhannon
State: WV Zip: 26201
Phone: 304-472-1651
W. Va. Bar No. 10575

This instrument prepared without benefit of title examination. -----Above this Line for Official Use Only-----

THIS DEED OF DEDICATION, made this 24th day of October, 2022, is by and between **Jonlee Buckhannon, LC, a West Virginia limited liability company**, Grantor and party of the first part, and the **City of Buckhannon, West Virginia, a municipal corporation and political subdivision of the State of West Virginia**, Grantee and party of the second part.

WITNESSETH: That, for and in consideration of the sum of ten dollars (\$10.00) cash in hand paid, and other good and valuable consideration the receipt of which is hereby acknowledged, the said party of the first part does GRANT AND CONVEY unto the party of the second part all of its right, title and interest in, to, or associated whatsoever with the following described real estate, together with the improvements thereupon and appurtenances and rights-of-way thereunto belonging, situate along the western side of State Route 20, Buckhannon District, Upshur County, West Virginia, more particularly described as follows:

Beginning at a 5/8 inch rebar with plastic cap set in the line of Eagle Ridge Land LLC, recorded in Deed Book 483 at page 228, at the common corner between the City of Buckhannon, recorded in Deed Book 263 at page 4, Tax Map 5H, Parcel 62.1, and Jonlee Buckhannon LC, recorded in Deed Book 399 at page 673, from which a 5/8 inch rebar with plastic cap stamped BENNETT found bears S51°26'27"E at 44.01 feet, thence leaving said City of Buckhannon and running through and across the property of said Jonlee Buckhannon LC, from which this conveyance is a part of

N51°26'27"W, 29.31 feet to a large P/K nail set, thence

N33°31'16"E, 29.40 feet to a large P/K nail set, thence

S76°36'38"E, at 5.55 feet crossing a concrete nail found, in all a total distance of 72.26 feet to a large P/K nail set at the northern most corner of said City of Buckhannon, thence running with the lines of said City of Buckhannon

N88°45'18"W, 39.00 feet to a point, thence

N84°50'18"W, 6.36 feet to a concrete nail found, thence

S33°39'42"W, 33.00 feet to the point of beginning, containing 1,250 square feet, more or less, as shown on a plat of survey by Potesta & Associates, Inc., entitled "PLAT OF SURVEY SHOWING +/- 1,250 SQUARE FEET TO BE CONVEYED TO THE CITY OF BUCKHANNON, BUCKHANNON DISTRICT, UPSHUR COUNTY, WEST VIRGINIA, SCALE: 1"=20', DATE: Oct. 3, 2022", said plat is attached hereto and made a part of this description.

This conveyance is made subject to all covenants, restrictions, rights of way, easements and other matters affecting said premises of record in the aforesaid Clerk's Office, if any, and is further made subject to such rights-of-way, easements, or other matters which would be disclosed by a visual inspection of the premises.

The subject tract or parcel of land is part of that tract identified on the real property tax records of said County and State as part of **Buckhannon District, Map 5H, Parcel 62.**

TO HAVE AND TO HOLD by the Grantee and its successors and assigns forever.

RECITAL AND CERTIFICATION PURSUANT TO WEST VIRGINIA CODE 11-21-71b

The undersigned party of the first part hereby states, acknowledges, and affirms that this conveyance is exempt from real estate sales tax withholding as it is a resident entity of the State of West Virginia, and no consideration has changed hands between the parties pursuant to this conveyance.

DECLARATION OF CONSIDERATION OF VALUE

The Grantor herein declares that the consideration paid for the property conveyed by this instrument is LESS THAN \$100.00.

WITNESS the following signature for the party of the first part:

JONLEE BUCKHANNON, LC, a
West Virginia limited liability company

By: Lee Budman

Lee Budman
[Printed]

Its: Manager

STATE OF Ohio

COUNTY OF Township, TO-WIT:

I, Susan Fitch, a Notary Public in and for the County
and State aforesaid, do hereby certify that Lee Budman as
Manager of Jonlee Buckhannon, LC, whose name is signed to
the foregoing writing, has this 24th day of October, 2022 appeared and
acknowledged the same before me in my said County to be the act and deed of
said limited liability company.

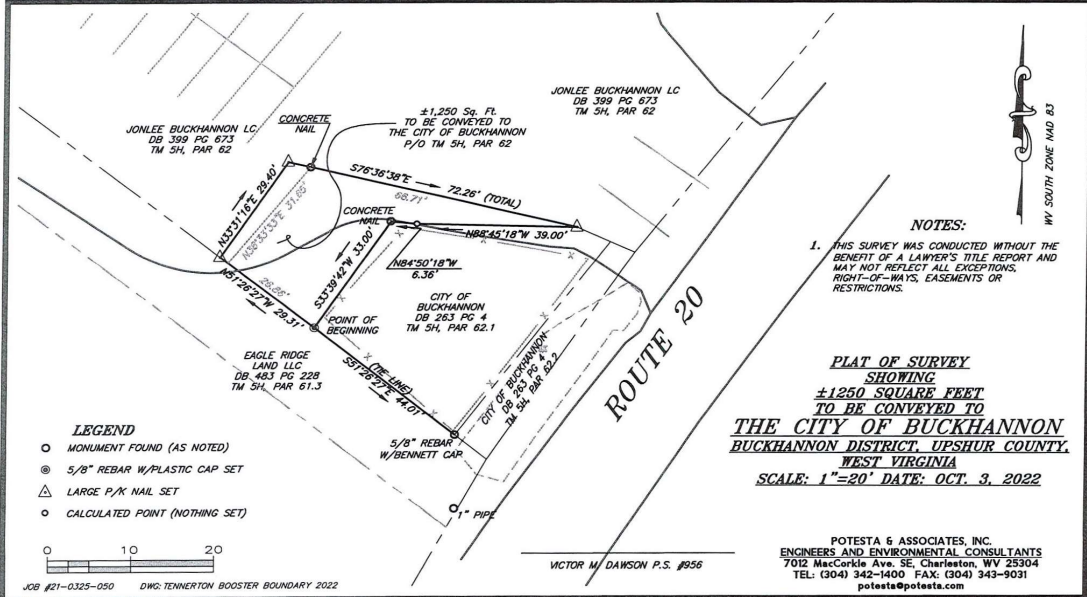
Susan Fitch
Notary Public

SUSAN FITCH
Notary Public - State of Ohio
My Commission Expires 11-29-2024

My commission expires: November 29, 2024

Following recording, please return this document to:

City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201



Kelly Arnold updated the Board on a Health Department notice that one of our reports was not received on time, but we have a signed document showing that it had been. He also discussed lead & cooper samplings within the Water Department, and all remain in a good range. Mr. McCauley asked about higher chemical costs with Kelly Arnold noting that it is much to do with inflation. Also discussed was the stabilization of employee retention due to our pay raises, good planning regarding employees having the opportunity to obtain higher certification and licenses and our employee benefits.

E. Correspondence and Information

E.1 Notice COB Flushing Fire Hydrants

The City of Buckhannon Water Department

will begin flushing fire hydrants Tuesday, October 11, 2022 and will continue each workday from 8:00 am to 4:30 pm throughout the city water system, until complete. This does not include the public service districts. Please check water before doing any light colored laundry. Water may be discolored due to flushing, contact City Hall at 304-472-1430 for further information.

E.2 Mt. Hope Water Association Meeting Minutes-August 2022

Mt Hope Water Association Minutes
Board of Directors Regular August Meeting - 8/15/2022

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday August 15, 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 and Marcella Kelley. Also in attendance were Secretary/Treasurer Laurie Adams, Chief Operator Jeff May.

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, a motion was made Debbie, motion carried. 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. Now that the July minutes have been approved, Jeff will set up a meeting with Mike Masterman of Extreme Endeavors about continued issues with SCADA communications. The leak adjustments that were presented were approved, a motion was made by Nicholas, motion carried. Laurie said four customers that were affected by the recent work on the Tallmansville Road, PRV, have been given credit adjustments as well as regulators.

An email regarding our promised ARPA funds from the Upshur County Commission was discussed. There still is no date from the commission of when to expect the funds. A letter that was sent to Scott Spotloe concerning water for Cutright Chapel was also discussed. Laurie said there has not been any response. Brian was asked to follow up with him before the next meeting. The agenda items for the upcoming Annual Meeting were discussed. Three of the board members terms are expiring. The request by Hemlock and Cutright Chapel residents for water, will also be on the agenda. The lead and copper survey will be mailed with the meeting agenda. As an incentive for the customers to return their completed surveys, a motion was made by Nicholas to offer a \$50.00 credit to four of the customers who have returned their surveys by November 15, 2022, motion carried. The 2021-22 Budget was approved, motion was made by Marcella, motion carried. Laurie told the board members Charlie Cooper from the WV Rural Water Association, is in the process of helping us gain funding for needed maintenance projects. The City of Buckhannon Water Board has set the date for the special meeting with PSD'S for Thursday September 29 - 6pm, at City Hall. The rate increase request is moving forward, the auditor was on site, part of the first week of August. The Annual Report and Independent Audit are being completed by John Burdette and all requested information has been given to him. The recent inspections of the two welded water tanks were discussed. Laurie will contact vendors for estimates for the repairs needed. There being no further business, a motion was made by Tom to adjourn the meeting at 7:27, motion carried.

E.3 Adrian P.S.D. Meeting Minutes-August 2022

Adrian Public Service District
August 4, 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, Paul Spencer.

Minutes of the July 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 Carolyn, second by Kelly.

Old Business

- Phase VIII/Pickens update provided by Morgan Haymond and Norma Woody. Mr. and Mrs. Ricottilli's attorney contacted our attorney with proposed settlement. Adrian PSD board declined their offer. The Ricottilli's agreed to accept the money paid into Circuit Court for appraisal value of land, and agreed to settle with minor provisions Adrian PSD accepted settlement terms and land commissioner's hearing set for August 19th in Randolph County Circuit Court was cancelled. Bid openings are August 5th, 2022 for Phase VIII project.

New Business

- None

Items for Discussion/Action/Approval

- Tetrick & Bartlett audit results reviewed by the board of directors and approved. Audit report sent to WV State Auditor's Office to meet state reporting requirement.

Maintenance Report

- * None

Office Report

- WVCorp filing

Adjournment

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

Board of Directors

Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

E.4 Elkins Road P.S.D. Meeting Minutes-August & September 2022

Elkins Road Public Service District
Board of Directors' Regular Meeting
August 2, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, August 2, 2022.

Chair, Carey Wagner, called the meeting to order at 5:02 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-Wendell Grose

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

Phone in participants: Greg Belcher, CTG; Cary Smith with Region VII attended in person.

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

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

Minutes of June 12, 2021 Regular Monthly Meeting were presented for approval. David Burr made a motion to approve the minutes. Carey Wagner 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

JOSH RINGER – DEVELOPMENT ON WAGNER ROAD

Josh Ringer was a no show

KEN WESTFALL & KAREN WEAVER – CONTINUATION OF WATER UP GORMLEY RD

Ken Westfall and Karen Weaver attended to the meeting to ask about the continuation of water out the Gormley Road to Boy Scout Camp Road; would have to be another extension. But mainly he wanted to know what he would have to do to get water to both his house and his brother’s house. We explained we would take a look at what could be done and get back to him.

LEAD/COPPER PLAN

We have prepared a form that will be sent out in September to all of our customers. Dave Wamsley will work with BPH to revise the Lead/Copper sampling that has to be done on our system to meet the new guidelines.

PHASE III EXTENSION PROJECT

Cary Smith with Region VII presented Request # 25 in the amount of \$58,906.67 for IJDC. David Burr made a motion to approve and pay. Carey Wagner 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 delay was being caused by the vault not being shipped and no shipment date being given. He was going to suggest that a letter be written by Pro Contracting to get a ship date in writing.

MAINTENANCE

Dave Wamsley gave the July Maintenance Report. He told the Board that the work that was to be done by Atlas Group LLC was taken care of at the booster on Ponderosa Drive. He also told the Board that Mike Wiley had not upgraded the electric yet.

There being no further business, the meeting adjourned on motion made by David Burr and seconded by Carey Wagner. Meeting adjourned at 6:30 p.m.

The next meeting will be held on Tuesday, September 6, 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	Wendell Grose

Elkins Road Public Service District
Board of Directors’ Regular Meeting
September 6, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, September 6, 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-Wendell Grose

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 3-0.

Recognize that four (4) customers were present.

APPROVAL OF MINUTES

Minutes of August 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

ARPA AGREEMENT W/COUNTY

Tabled until next meeting to give Board members time to read the whole thing before signing. David Burr made a motion to table this agreement. Carey Wagner seconded. Motion carried

ARPA PROCUREMENT

Tabled until next meeting by a motion made by David Burr. Carey Wagner seconded. Motion carried

PHASE III EXTENSION PROJECT

Cary Smith with Region VII presented Request # 26 in the amount of \$33,311.00 for IJDC and \$12,009.75 for CDBG for a total of \$45,320.75. David Burr made a motion to approve and make payments. Carey Wagner seconded. Motion carried

Amendment to Owner-Engineer Agreement No. 7

An amendment to reimburse costs expended by Elkins Road PSD in the amount of \$6,811.78 to the engineer. Dave Burr made a motion to approve and sign the amendment. Wendell Grose seconded. Motion carried.

Greg presented the final pay request for Pro Contracting (#9) for approval and signature. Dave Burr made a motion to approve and sign, contingent on Cary Smith reviewing and approving. Wendell Grose seconded. Motion carried

Greg Belcher talked about the newly installed backflow preventer which was completed by Hull Contracting through Contract 1 Pro Contracting. It has been tested and test results sent to the City of Buckhannon.

WVCORP ANNUAL MEETING AND BOARD ELECTIONS

Dave Burr made a motion to approve Linzy and Carolyn attending this meeting on Thursday, September 22, 2022. Wendell Grose seconded. Motion carried

JERRY WAMSLEY

Wanted to ask about the possibility of replacing the Waugh Water Tank with a taller one that would eliminate pressure problems for Ridgeview Lane as well as a few others in that area. The Board explained that they are going to have an engineering study done and then evaluate the situation plus they just had the Waugh Tank completely refurbished. Jerry pointed out that a study had been done but the board said they do not have the paperwork for that since it was so long ago.

CORPORATE BANK RESOLUTIONS – ADD NEW BOARD MEMBER

Dave Burr made a motion to sign both bank resolutions to add Wendell R. Grose as a check signer and remove Larry J. Heater. Carey Wagner seconded. Motion carried.

MAINTENANCE

Dave Wamsley gave the August Maintenance Report. Several leaks have been located and repaired plus some clean up at previously worked on areas. Board reminded Dave about starting to think about winterizing the system soon.

PERSONNEL

The Board has postponed the reviews and requested paperwork be filled out prior to next meeting.

There being no further business, the meeting adjourned on motion made by David Burr and seconded by Carey Wagner. Meeting adjourned at 6:50 p.m.

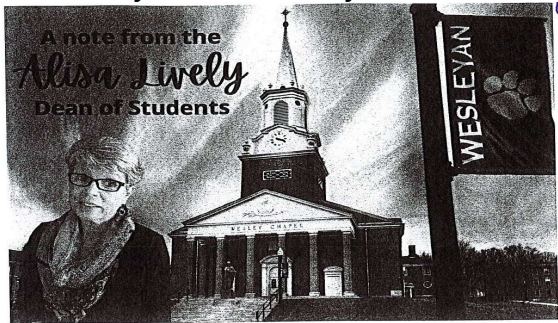
The next meeting will be held on Tuesday, October 4, 2022 at 5:00 p.m.

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

Approved By:

Board Chair/Treasurer	Secretary	Board Member
Carey Wagner	David Burr	Wendell R. Grose

E.5 Thank you note to Kelly & the Crew from WVWC Alisa Lively



Kelly & crew,
Thank you so much for
expeditiously assisting our
physical plant to repair the
fire hydrant line break on
campus. You and your staff
are appreciated and the
quick turn around time made
our students very happy.
Kind regards,
Alisa Lively

E.6 Letter to Martin-Refund of Monies-Waterline Extension Project dated 07/14/15
Lesson Drive Development

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

September 9, 2022

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

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


Dear Mr. Martin,

Bases upon the active water accounts at the Leeson Drive Development that were active for the past six (6) months and per the requirements of the executed Main Line Extension Agreement dated July 14, 2015, I recommend that a total reimbursement payment be made to BM Properties, LLC in the amount of \$2,148.12, which includes \$1,516.32 for the twelve (12) active water accounts within the Leeson Drive Development that have been active for the past six (6) months and \$631.80 for the final reimbursement payment, per the agreement requirements, for the water account associated with 173 Leeson Drive.

Please note that the next biannual reimbursement payment will be made on, or around, March 9, 2023. The amount of the reimbursement payment will depend upon the number of active water accounts within the development but it is anticipated that the reimbursement amount will be \$1,895.40, which will include the active water accounts for the eleven (11) water meter services along Leeson Drive and will total approximately \$1,389.96 (\$126.36 per each water usage account times (11) accounts) and \$505.44 for the final reimbursement payment for the water account associated with 175 Leeson Drive.

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.

Sincerely,


James S. Hollen, III, PE
City Engineer

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

E.7 Letter from Cummins Sales & Service-Updated Shipment Delay Dates RE: FEMA Region III Hazard Mitigation Project Emergency Power Generators –Raw Water Intake, WWTP & PSC: Raw Water Intake Generator Ship Date 02-14-2023, Public Safety Building Generator Ship Date 01-26-2023 and WWTP Generator Ship Date 01-19-2023.

F. Consent Agenda

F.1 Approval of Minutes 09/08/22, Special 09/29/22 – Mayor Skinner noted that the Consent Agenda was not available.

G. Strategic Issues for discussion and vote

G.1 Approval Wage Increase Thomas Wood Class III Certification – Kelly Arnold reported that Thomas Wood has been approved for his Class III Certification. Discussion took place.

Motion to approve the appropriate wage increase, to \$27 per hour, for a Class III operator once the certification is received was made by McCauley/Rizo. Motion carried.

G.2 Approval Appraisal Agreement with Industrial Appraisal Company – Mayor Skinner recognized Amby Jenkins who explained the proposed Appraisal Agreement with the Industrial Appraisal Company to appraise both the Water Plant and the Sanitary Plant to allow us to obtain the proper insurance coverages and know the asset the plants are to the City. Cost for this Board would be \$5,950.00 initially with a \$245 per year renewal fee for 3 years. **Indexed Water Agreement A225.**

Motion to approve the agreement with Industrial Appraisal Company to appraise both the Water Plant and the Sanitary Plant to allow us to obtain the proper insurance coverages and know the asset the plants are to the City. Cost for this Board would be \$5,950 initially with a \$245 per year renewal fee for 3 years was made by Nestor/Thomas. Motion carried.



TWO GATEWAY CENTER, 603 Stanwix St., Suite 1450, Pittsburgh, Pennsylvania 15222
Phone 800-245-2718 Fax 412-471-1758 www.indappr.com

APPRAISAL AGREEMENT

The Industrial Appraisal Company hereby proposes to provide professional appraisal services for:

City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201

PROPERTIES TO BE APPRAISED

The properties to be appraised under this agreement will include the **Buildings/Structures, Machinery and Equipment** associated with the property locations identified in the Addendum to this agreement.

PROVISIONS AND SCOPE OF APPRAISAL

The appraisal services and report are to consist of an on-site inspection and certified appraisal of the properties for the purpose of establishing current insurance valuation.

The *buildings/structures, machinery and equipment* under appraisal will receive an investigation which will record, as of the date of the appraisal, description and location of the property as well as a depreciation study based upon observed condition and other pertinent influencing factors.

We will provide an impartial statement of **Cost of Reproduction New** and **Sound Value (ACV)** based upon the following:

Cost of Reproduction New is defined as the cost to reproduce the entire property at one time, in new condition of like kind and quality at current market prices for material, labor, cost of freight and installation, contractor's overhead and profit, but without provision for overtime, bonuses and premiums of any kind.

Sound Value (ACV) is defined as the Cost of Reproduction New less Accrued Depreciation resulting from observed conditions involving age, utility and remaining serviceable life. Sound Value is often referred to as Actual Cash Value within the insurance industry.

REPORT

The report will be arranged in well-defined property classifications.

A. Buildings/Structures

The appraisal of the Buildings/Structures will be rendered in condensed form providing description of the components of construction and valuation for the overall structure. The building items excluded in the insurance policy will be segregated for each building. A plat plan of the building outline and general location as well as color photographs of each major building will be included.

B. Machinery and Equipment

The appraisal of the major items of Machinery and Equipment (Contents), having a unit replacement cost of **\$1,000.00 and above**, will include detailed description, location and valuation by item. Assets under the unit cost threshold will be included and valued by group classification.

REPORT DELIVERY

We care about the environment. All Industrial Appraisal Company reports are provided in electronic format. An additional charge will apply for hard copy reports. Please contact Industrial Appraisal Company if a hard copy is required.

PROFESSIONAL FEE

The total fee for the appraisal services outlined herein is:

ELEVEN THOUSAND NINE HUNDRED DOLLARS
\$11,900.00
FEE IS INCLUSIVE OF ALL EXPENSES

This fee stated covers work under this agreement only, and such items as legal conferences, depositions, court testimony or expansion of the appraisal for purposes not specified herein will be invoiced at a per diem rate to be determined.

BILLING PROCEDURE

The fee quoted for services to be provided currently will be progressively billed as follows:

- 60% of Appraisal Service Fee due upon completion of the on-site fieldwork
- Balance due upon delivery of the completed appraisal report

Unless special arrangements have been made all progressive payments must be in hand before the appraisal results are released for delivery.

This agreement may be terminated by either party at any time given 10 days written notice, however, accumulated fees and costs incurred to the point of termination will be billed through the active period.

ANNUAL REVALUATION SERVICE

The Industrial Appraisal Company will maintain an Annual Revaluation Service for the original appraisal to keep current from year to year the statement of insurable values. This service will provide summary office repricing, redepreciation and revaluation once each year for the property covered by the original appraisal to keep current additions, deletions and transfers that have been reported to the Industrial Appraisal Company. The Industrial Appraisal Company will prepare a new certified appraisal summary containing its opinion of the current Cost of Reproduction New and Sound Insurable Value.

The fee for the Annual Revaluation and Maintenance Service is **\$490.00** each year for a three-year period. This charge will due on the first anniversary of the completed appraisal and annually thereafter at the beginning of each appraisal protection service year.

PROOF OF LOSS SERVICE

In the event of a loss covered by insurance, provided immediate written notice is given to our Corporate Office, and our Annual Revaluation Service is in effect, the Industrial Appraisal Company will provide updated values, for preparation of proof of loss, of the appraised property as of the date of the loss.

ADDENDUM

Properties to be Appraised

APPRAISAL AGREEMENT

City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201

PROPERTY LOCATION
Water Plant
171 Wood Street
Pole Building
Treatment Plant
Route 5 Hall Road
Sanitary Control Building
Influent /Grit
Oxidation Ditch
Clarifier
Post Aeration
Effluent Pump Station
Sludge P.S.
Screw Pumps
Blower Building
Plant P. S.
Garage
Lines Storage Building
Open Pole Building
Storage Building 3 -Open Garage
Pump and Lift Stations
Ohio Street
Tennerton Addn
Ritchie and Wood
Deanville Addn
E Main Street
Island Avenue
Monongalia and Wood
Vicksburgh Sycamore Street
Randolph and Madison Street
Ellas Street
WBUC Road
Mud Lick Road
Brushy Fork Road
Old Elkins Road

ADDENDUM

PROPERTIES TO BE APPRAISED CONTINUED...

PROPERTY LOCATION
Pump and Lift Stations (Continued)
Airport Road
Deer Creek Sub Division
Route 20 North
TJM Route 5 Hall Road
Brooks Street
Yard and Outside Insurable Items at Property Locations Listed on this Addendum To Include: Lighting, Fencing, Signs, Property in the Open, Etc.

THE FEE QUOTED IN THIS AGREEMENT IS FOR THE APPRAISAL OF THE LOCATIONS AS INDICATED ON THIS ADDENDUM ONLY. THE APPRAISAL OF LOCATIONS NOT LISTED ON THIS ADDENDUM OR SIGNIFICANT INCREASE IN SQUARE FOOTAGE WILL RESULT IN ADDITIONAL CHARGES.

Please Initial Verification of Property Listing _____

G.3 Property Transfer Deed Tennerton Booster Station – Action taken earlier in the meeting.

G.4 Upshur County Development Authority Industrial Park Booster Station – Item tabled for a future meeting.

H. Board Members Comments and Announcements:

- **Board Member Nestor** – Mr. Nestor noted that he appreciates everyone’s great work.
- **Board Member Rizo** – Mr. Rizo is very happy with the leadership and structure of the department. He appreciates the transparency and the fact that we work closely with our employees to obtain higher certification and licenses.
- **Board Member McCauley** – Mr. McCauley noted that the meeting on September 29th was excellent. He hopes to encourage the County Commissioners attend the next meeting. He also asks that we set the date for the next P.S.D meeting soon. He also mentioned that our balances are higher and that we should consider adding more to our depreciation fund. Mrs. Jenkins noted that she was looking at preparing a budget revision for the Board soon and would review this.

- **Board Member Thomas** – Mr. Thomas asked if the change in the stock market could have an impact on our employee pension plans and noted that we should be able to secure higher CD rates for any investments the city may have in the future. Mrs. Jenkins stated that she will continue to monitor both subjects.
- **City Recorder Sanders** – Mr. Sanders had nothing further.
- **Kelly Arnold** – Mr. Arnold had nothing further.
- **Amby Jenkins** – Mrs. Jenkins thanked the Board for their contribution to the new office furniture in City Hall.
- **Jerry Arnold** – Nothing further.
- **Jay Hollen** – Nothing further.
- **Mayor Skinner** – The Mayor again thanked the Board Members for their support of the recommendations from the Revenue Review Committee. He discussed the positive impact it was having and that he was proud of the department and the continued progress by employees like Thomas Wood

I. Adjournment

Motion to adjourn the meeting at 8:14AM was made by Thomas/McCauley. Motion carried.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____