

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

A regular meeting of the Buckhannon Water Board was held on Thursday, February 9, 2023, 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
Erasmo Rizo	Board Member	Present
Jay Hollen	City Engineer	Present - GTM
Jerry Arnold	Director of Public Works	Absent
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Present - GTM

City of Buckhannon Water Board – 7:30AM at City Hall in Council Chambers
Meeting Agenda for Thursday, February 9, 2023

- 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 January 2022
- D. Department Report
 - D.1 Water Department Report-Kelly Arnold
 - Eric Thomason passed Class III
 - Hired Operator in Training start date 2/6/23
 - D.2 FEMA Grant 1 Update – Delivery of RWI Generator (Jay)
 - D.3 FEMA Grant 2 Update – Punchlist and FEMA site visits (Jay)
- E. Correspondence and Information
 - E.1 Mt. Hope Water Association Meeting Minutes-November & December 2022
 - E.2 Elkins Road P.S.D. Meeting Minutes-November & December 2022
 - E.3 Adrian P.S.D. Meeting Minutes-November & December 2022 & January 2023
 - E.4 Hodgesville P.S.D. Meeting Minutes-November & December 2022 & January 2023
 - E.5 The Pipeline Newsletter from the Public Service Commission of WV-Autumn 2022
 - E.6 Thank you note from Jeff Irwin, D.D.S
- F. Consent Agenda
 - F.1 Approval of Minutes: Regular 12/08/2022
- G. Strategic Issues for discussion and vote
 - G.1 Review & Approval to Accept the Bid Opening Results:ARPA Tennerton Booster Station Project Contract A (Waterline Replacement/Installation Project)
 - G.2 Review & Approval to Accept the Bid Opening Results:ARPA Tennerton Booster Station Project Contract B (New Booster Station Building Project)
- H. Board Members Comments and Announcements
 - H.1 Next Meeting March 9, 2023
- I. Adjournment
 - Posted 02/02/2023

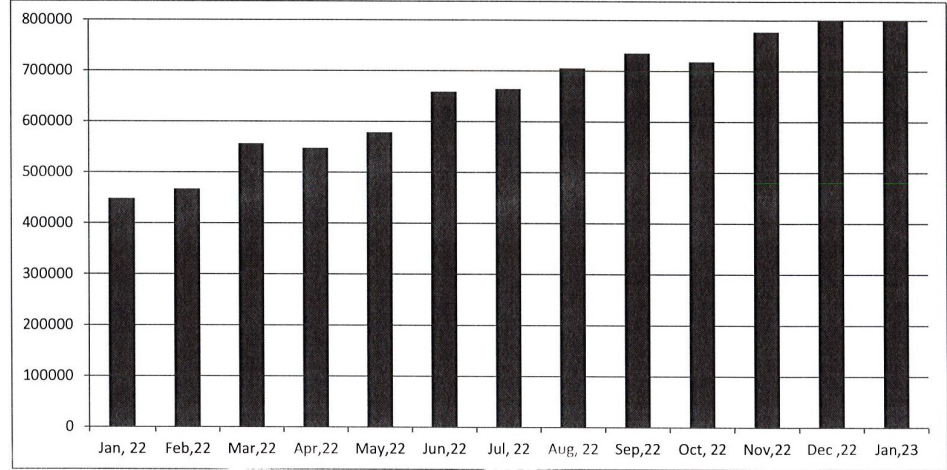
- A. Call to Order- The meeting was called to order by Mayor Robbie Skinner who asked all to join him in a moment of silence and then the pledge to the flag of the United States of America.
- B. Recognized Guests: None.
- C. Financial Report-Amby Jenkins
 - C.1 January 2022: Amby reported an increase spent on chemicals. Kelly Arnold had to overbuy chemicals due to an expected pending possible shortage. Council member Dave McCauley

questioned if we should put more funds in to a Rainy Day fund, and Mayor Skinner stated at this time the CD rates are good. Ms. Jenkins will look into it.

Motion to approve the January 2023 financial report was made by Rizo/Nestor. Motion carried.

WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance January 31, 2023	
Money market & checking	\$ 887,322.41
Work Capital CD (0287).5% maturity 4-11-24	\$167,787.22
Work Capital CD (9888) 01% maturity 5/19/23	\$179,014.79
CD Savings (1528) .03%	\$270,149.66
Savings 2% #5764795 .05%	\$255,900.94
Savings 2%Depreciation .05%	\$ 1,523.41



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

2-08-2023 01:51 PM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JANUARY 31ST, 2023				
400-WATER						
		% OF YEAR COMPLETED: 58.33				
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	104,693.28	641,438.74	0.00	258,561.26	71.27
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	500,000	51,429.46	376,546.50	0.00	123,453.50	75.31
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,347.50	9,432.50	0.00	5,567.50	62.88
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,415,000	157,470.24	1,027,417.74	0.00	387,582.26	72.61
OUTSIDE DISTRICTS						
400-360-000-00 MT HOPE WATER (MASTER MET	150,000	22,689.25	126,599.50	0.00	23,400.50	84.40
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	22,470.00	140,833.00	0.00	79,167.00	64.02
400-360-000-02 ELKINS ROAD PSD (MASTER M	60,000	24,169.25	126,822.00	0.00	33,178.00	79.26
400-360-000-03 ADRIAN PSD (MASTER METER)	30,000	29,059.00	184,793.75	0.00	45,206.25	80.35
TOTAL OUTSIDE DISTRICTS	760,000	98,387.50	579,048.25	0.00	180,951.75	76.19
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	0.00	11,384.00	0.00 (1,384.00)	113.84
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 COSTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	10,000	0.00	11,384.00	0.00 (1,384.00)	113.84
INTRAFUND CONTR/CHARGES						
400-370-000-01 LATE CHARGES	19,385	2,221.25	15,856.47	0.00	3,528.53	81.80
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	1,850.00	0.00	150.00	92.50
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	2,421.25	17,706.47	0.00	3,678.53	82.80
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	149.69	175.05	0.00	824.95	17.51
400-399-000-00 MISC. NONOPERATING INCOME	33,000	5,022.10	57,420.79	0.00 (24,420.79)	174.00
TOTAL OTHER REVENUE	34,000	5,171.79	57,595.84	0.00 (23,595.84)	169.40
TOTAL REVENUE	2,240,385	263,450.78	1,693,152.30	0.00	547,232.70	75.57

2-08-2023 01:51 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

400-WATER

% OF YEAR COMPLETED: 58.33

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	1,564.08	8,647.32	0.00	11,352.68	43.24
400-601-224-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	20,000	1,564.08	8,647.32	0.00	11,352.68	43.24
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	3,500	0.00	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	0.00	2,180.49	0.00	10,319.51	17.44
TOTAL RESERVIOR MANGMT DAM						
	32,500	1,564.08	10,827.81	0.00	21,672.19	33.32

WATER PLANT
=====

SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	291,000	22,478.27	147,713.26	0.00	143,286.74	50.76
400-642-104-00 FICA TAX	22,612	1,723.69	11,327.29	0.00	11,284.71	50.09

2-08-2023 01:51 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

400-WATER

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	38,500	2,258.28	21,879.76	0.00	16,620.24	56.83
400-642-106-00 RETIREMENT	26,332	2,023.04	12,717.63	0.00	13,614.37	48.30
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	378,444	28,483.28	193,637.94	0.00	184,806.06	51.17
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	115,000	12,487.15	67,999.45	0.00	47,000.55	59.13
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	0.00	2,189.42	0.00	310.58	87.58
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	329.07	2,752.50	0.00	4,247.50	39.32
TOTAL CONTRACTUAL SERVICES	124,500	12,816.22	72,941.37	0.00	51,558.63	58.59
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,000	250.87	1,875.29	0.00	1,124.71	62.51
400-642-342-00 MAINT TREATMENT PLANT BLD	6,000	813.01	2,429.61	0.00	3,570.39	40.49
400-642-343-00 VEHICLE MAINTENANCE	700	0.00	225.05	0.00	474.95	32.15
400-642-343-01 PLANT VEHICLE FUEL	4,400	287.26	1,905.92	0.00	2,494.08	43.32
400-642-344-00 GENERAL EQUIPMENT MAINTEN	2,500	229.98	1,266.13	0.00	1,233.87	50.65
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,500	157.04	1,525.50	0.00	1,974.50	43.59
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	1,004.92	35,105.52	0.00	45,894.48	43.34
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	1,804.33	8,965.61	0.00	6,034.39	59.77
400-642-348-00 CHEMICAL COSTS	216,000	22,239.44	123,321.95	0.00	92,678.05	57.09
400-642-349-00 COMPLIANCE MONITORING	23,000	920.00	4,415.00	0.00	18,585.00	19.20
400-642-350-00 TELEMETRY COSTS	21,600	7,348.80	7,348.80	0.00	14,251.20	34.02
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	12.00	0.00	2,988.00	0.40
TOTAL COMMODITIES	379,700	35,055.65	188,396.38	0.00	191,303.62	49.62
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	6,500	0.00	6,280.11	0.00	219.89	96.62
TOTAL CAPITAL OUTLAY	6,500	0.00	6,280.11	0.00	219.89	96.62
TOTAL WATER PLANT						
	889,144	76,355.15	461,255.80	0.00	427,888.20	51.88

WATER LINES
=====

SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	472,460	36,115.97	243,936.35	0.00	228,523.65	51.63
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	36,160	2,773.68	18,746.39	0.00	17,413.61	51.84
400-660-105-00 HEALTH INSURANCE	76,500	4,856.86	53,272.76	0.00	23,227.24	69.64
400-660-106-00 RETIREMENT	42,532	3,250.45	21,954.38	0.00	20,577.62	51.62
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	627,652	46,996.96	337,909.88	0.00	289,742.12	53.84
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	4,147.58	16,543.43	0.00	11,456.57	59.08
400-660-221-00 TRAINING & CONTINUED EDUC	1,700	0.00	1,700.33	0.00	0.33	100.02
400-660-226-00 UNEMPLOYMENT/COMPENSATION	13,000	658.13	4,970.09	0.00	8,029.91	38.23
TOTAL CONTRACTUAL SERVICES	42,700	4,805.71	23,213.85	0.00	19,486.15	54.36

2-08-2023 01:51 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

400-WATER

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>COMMODITIES</u>						
400-660-341-00 OFFICE EXPENSE	8,325	0.00	495.95	0.00	7,829.05	5.96
400-660-342-00 MAINTENANCE GARAGE BLDG	3,000	1,014.97	2,252.69	0.00	747.31	75.09
400-660-343-00 VEHICLE MAINTENANCE	8,700	1,021.00	6,516.81	0.00	2,183.19	74.91
400-660-343-01 LINE VEHICLE FUEL	11,000	879.21	9,172.83	0.00	1,827.17	83.39
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	1,712.93	6,798.92	0.00	10,201.08	39.99
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	157.04	1,525.48	0.00	2,974.52	33.90
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	15,000	0.00	661.66	0.00	14,338.34	4.41
400-660-348-00 DISTRIBUTION TANK MAINTEN	25,000	0.00	3,418.94	0.00	21,581.06	13.68
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	5,263.67	61,832.70	1,580.00	78,187.30	44.78
400-660-353-00 MAPPING & LINE LOCATING E	11,000	34.88	2,254.14	0.00	8,745.86	20.49
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	245,125	10,083.70	94,930.12	1,580.00	148,614.88	39.37
<u>NON-OPERATING EXPENSES</u>						
400-660-999-00 TRAN DISTRI MISCELLANEOU	1,200	0.00	805.95	0.00	394.05	67.16
TOTAL NON-OPERATING EXPENSES	1,200	0.00	805.95	0.00	394.05	67.16

TOTAL WATER LINES	916,677	61,886.37	456,859.80	1,580.00	458,237.20	50.01
-------------------	---------	-----------	------------	----------	------------	-------

WATER METERS

=====

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-PERSONAL 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

2-08-2023 01:51 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

400-WATER

% OF YEAR COMPLETED: 58.33

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
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	9,800.00	0.00	12,662.00	43.63
400-920-103-00 AD & GE OFFICE SALARIES	165,000	11,064.76	88,019.50	0.00	76,980.50	53.35
400-920-104-00 FICA TAX	14,500	953.36	7,482.73	0.00	7,017.27	51.61
400-920-105-00 HEALTH INSURANCE	22,000	1,141.68	12,278.95	0.00	9,721.05	55.81
400-920-106-00 RETIREMENT	15,800	973.90	7,395.42	0.00	8,404.58	46.81
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	239,762	15,533.70	124,976.60	0.00	114,785.40	52.13
<u>CONTRACTUAL SERVICES</u>						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	383.54	1,346.33	0.00	653.67	67.32
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	156.44	1,413.63	0.00	1,186.37	54.37
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	539.98	2,759.96	0.00	2,340.04	54.12
<u>COMMODITIES</u>						
400-920-341-00 MATERIALS & SUPPLIES EXPE	25,000	2,324.52	17,806.08	52.79	7,141.13	71.44
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	811.50	0.00	2,188.50	27.05
400-920-350-00 PROFESSIONAL & LEGAL EXPE	8,500	1,250.00	7,250.00	0.00	1,250.00	85.29
400-920-351-00 ENGINEERING EXPENSE	0	0.00	0.00	0.00	0.00	0.00
400-920-352-00 PROPERTY INSURANCE	38,000	2,486.05	34,284.28	5,950.00	2,234.28	105.88
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	2.14	11.30	0.00	688.70	1.61
TOTAL COMMODITIES	92,150	6,062.71	65,279.01	6,002.79	20,868.20	77.35
<u>CAPITAL OUTLAY</u>						
400-920-459-00 CAPITAL OUTLAY OFFICE	20,000	0.00	13,064.94	0.00	6,935.06	65.32
TOTAL CAPITAL OUTLAY	20,000	0.00	13,064.94	0.00	6,935.06	65.32
<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	3,647.73	34,616.17	0.00	9,383.83	78.67
TOTAL NON-OPERATING EXPENSES	44,000	3,647.73	34,616.17	0.00	9,383.83	78.67
TOTAL OFFICE/ADMIN	401,012	25,784.12	240,696.68	6,002.79	154,312.53	61.52

2-08-2023 01:51 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

400-WATER

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBTS =====						
SALARIES & BENEFITS						
400-955-109-00 BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
BOND PAYMENTS =====						
CONTRACTUAL SERVICES						
400-970-221-00 WATER BOND A 2016	270,000	22,481.88	157,909.31	0.00	112,090.69	58.48
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,000	22,481.88	157,909.31	0.00	112,090.69	58.48
TOTAL BOND PAYMENTS	270,000	22,481.88	157,909.31	0.00	112,090.69	58.48
CAPITAL/PROJECTS =====						
SALARIES & BENEFITS						
400-999-110-00 PAINT WATER TANKS	0	0.00	0.00	0.00	0.00	0.00
400-999-120-00 METER READER HANDHELD UPG	0	0.00	0.00	0.00	0.00	0.00
400-999-130-00 BOAT&AC GRANT 2020	0	0.00	0.00	0.00	0.00	0.00
400-999-140-00 ISLAND AVE 6" TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
400-999-170-00 ATLANTIC CST PIPEL PASSTH	0	0.00	0.00	0.00	0.00	0.00
400-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
400-999-173-00 MEADE - COLLEGE TO CAMDEN	0	0.00	0.00	0.00	0.00	0.00
400-999-176-00 BIGHTBURN 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	2,148.12	0.00	1,851.88	53.70
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. BRK TANK	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	4,000	0.00	2,148.12	0.00	1,851.88	53.70
NON-OPERATING EXPENSES						
400-999-602-00 INTAKE LARGE COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
400-999-612-00 WATER PLANT PROJ PHASE 1	0	0.00	0.00	0.00	0.00	0.00
400-999-613-00 KNOLLWOOD 4" TAP	0	0.00	0.00	0.00	0.00	0.00
400-999-619-00 24 MISC VALVES TO REPLACE	0	0.00	0.00	0.00	0.00	0.00

2-08-2023 01:51 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2023

400-WATER

% OF YEAR COMPLETED: 58.33

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	13,163.00	0.00	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	0.00	64,940.73	0.00	6.27	99.99
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	12,087.46	0.00	8,681.54	58.20
400-999-682-05 BACKHOE	8,000	1,950.00	6,450.00	0.00	1,550.00	80.63
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 CAD 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	12,028.31	0.00	37,971.69	24.06
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 REBUIL 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

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
400-999-094-00 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	3,686.28	108,669.50	0.00	147,046.50	42.50
TOTAL CAPITAL/PROJECTS	259,716	3,686.28	110,817.62	0.00	148,898.38	42.67
TOTAL EXPENDITURES	2,769,049	191,757.88	1,438,367.02	7,582.79	1,323,099.19	52.22
REVENUE OVER/(UNDER) EXPENDITURES	(528,664)	71,692.90	254,785.28 (7,582.79) (775,866.49)	46.76-

02-08-2023 01:54 PM

DISBURSEMENTS 1/1/23 to 1/31/23

FUND: WATER

RESERVIOR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110088822306 OHIO LIFT STA	1,532.11
		601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	31.97
				TOTAL:	1,564.08
WATER PLANT	BUCKHANNON UTIL BOARDS	642-342-00	MAINT TREATMENT PLAN	DISPOSE OF OLD PALLETS	28.93
	MON POWER	642-211-00	UTILITIES - ELEC, GA	110 080 768 291 WATER PLAN	26.85
		642-211-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	10,010.06
	A F WENDLING INC	642-347-00	PLANT LAB MAINT & SU	GLOVES, PAPER TOWELS, CUP	183.99
	UNIFIRST CORP.	642-345-00	UNIFORMS PERSONAL SA	ALL DEPT UNIFORMS JAN 2023	157.04
	SOUTHERN STATES COOP INC	642-344-00	GENERAL EQUIPMENT MA	JACKET, BIBS ERIC T	229.98
	RITE-WAY HEATING & PLUMBING	642-342-00	MAINT TREATMENT PLAN	THERMOSTAT- CHEMICAL ROOM	19.79
		642-346-00	MAINT TREATMENT PLAN	PARTS TO INSTALL HEATER	93.24
	ENCOVA INSURANCE	642-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 DEC 2022	329.07
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WATER JAN 2023 HEALTH INS	1,965.28
		642-105-00	HEALTH INSURANCE	WAT JAN 2023 RETIREE'S INS	280.00
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	281.05
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	1,233.49
	LOWES BUSINESS ACCOUNTS	642-342-00	MAINT TREATMENT PLAN	HEATER FOR HI SERVICE ROOM	540.46
		642-346-00	MAINT TREATMENT PLAN	LIGHTS FOR HIGH SVC ROOM	843.41
		642-346-00	MAINT TREATMENT PLAN	PLUMBING SUPPL- CHEM PUMPE	61.68
		642-342-00	MAINT TREATMENT PLAN	SHELVES - HIGH SVC ROOM	174.48
		642-341-00	OFFICE EXPENSE	STORAGE CART	48.44
		642-341-00	OFFICE EXPENSE	SHELVING FOR PLANT	99.87
		642-342-00	MAINT TREATMENT PLAN	CLEANING SUPPLIES	49.35
	ACE HARDWARE & CONTRACTOR SU	642-346-00	MAINT TREATMENT PLAN	BARB HOSE FOR CHEM FEEDER	6.59
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	654.01
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	692.01
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	337.70
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	339.32

02-08-2023 01:54 PM

DISBURSEMENTS 1/1/23 to 1/31/23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	MISSION COMMUNICATIONS, LLC	642-350-00	TELEMETRY COSTS	MONITORING FOR SCADA	7,348.80
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	SODA ASH & PREMIER PAC	4,961.50
		642-348-00	CHEMICAL COSTS	PREMIER PAC & SODA ASH	4,969.75
		642-348-00	CHEMICAL COSTS	CHEMICALS	12,308.19
	USA BLUE BOOK/ HD SUPPLY FAC	642-347-00	PLANT LAB MAINT & SU	SOLO GAS DETECTOR	511.16
		642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	1,049.28
	SPRINT	642-211-00	UTILITIES - ELEC, GA	ALL DEPT DEC '22 GEOTABS F	71.32
	WALMART STORES INC -BUCKHANN	642-341-00	OFFICE EXPENSE	OFFICE SUPPLIES	102.56
		642-347-00	PLANT LAB MAINT & SU	SUPPLIES FOR LAB	59.90
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	684.63
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	712.34
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	160.12
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	166.60
	CLARKSBURG WATER BOARD	642-349-00	COMPLIANCE MONITORIN	BAC-T SAMPLES DEC 2022	230.00
		642-349-00	COMPLIANCE MONITORIN	JAN 2023 BAC-T SAMPLES	230.00
	PACE ANALYTICAL SERVICES LLC	642-349-00	COMPLIANCE MONITORIN	4TH QTR STG II & DEC FLUO	395.00
		642-349-00	COMPLIANCE MONITORIN	4TH QTR STG II & DEC FLUO	65.00
	PAYFLEX	642-105-00	HEALTH INSURANCE	WAT JAN 2023 HSA FEES	13.00
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	JAN 2023 ANTENNA RENTAL	35.00
	AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	PCRD-DEC CELL PHN GEOTAB S	658.00
	WORLD FUEL SERVICES, INC.	642-343-01	PLANT VEHICLE FUEL	WATER FUEL BILL DEC 2022	287.26
	FRONTIER	642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	67.62
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	58.01
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	45.75
	**PAYROLL EXPENSES			1/01/2023 - 1/31/2023	22,478.27
				TOTAL:	76,355.15
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	160.35
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	7.01
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	5.00
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	8.16
		660-211-00	UTILITIES - ELEC,GAS	110085818216 DEERCKBOOSTER	131.93
		660-211-00	UTILITIES - ELEC,GAS	110085973250 RT 3	5.00
		660-211-00	UTILITIES - ELEC,GAS	110085813894 DEERCKTANK	7.57
		660-211-00	UTILITIES - ELEC,GAS	110088788390 HIGH SCHOOL	1,382.70
		660-211-00	UTILITIES - ELEC,GAS	110100156634 ST JOE TOWER	8.48
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	8.84
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	7.30
	A F WENDLING INC	660-342-00	MAINTENANCE GARAGE B	FOAM CUPS	57.97
	UNIFIRST CORP.	660-345-00	UNIFORMS-PERSONAL SA	ALL DEPT UNIFORMS JAN 2023	157.04
	ENCOVA INSURANCE	660-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 DEC 2022	658.13
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WATER JAN 2023 HEALTH INS	4,124.36
		660-105-00	HEALTH INSURANCE	WAT JAN 2023 RETIREE'S INS	700.00
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	281.06
		660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	1,233.49
	AUTO ZONE	660-344-00	GENERAL EQUIPMENT MA	BATTERY - SMALL GENERATOR	45.78
		660-344-00	GENERAL EQUIPMENT MA	BATTERY - CREW TRUCK	145.34
	MISS UTILITY OF WEST VIRGINI	660-353-00	MAPPING & LINE LOCAT	DEC 2022 MESSAGE FEES	34.88
	LOWES BUSINESS ACCOUNTS	660-342-00	MAINTENANCE GARAGE B	CLEANING SUPPLIES	25.27
		660-344-00	GENERAL EQUIPMENT MA	TOOLS FOR SHOP	42.68
		660-342-00	MAINTENANCE GARAGE B	LIGHTS FOR SHOP	153.78
		660-344-00	GENERAL EQUIPMENT MA	WEED BURNING TORCH KIT	71.60
		660-344-00	GENERAL EQUIPMENT MA	TOOLS- CUSTOMER SVC TRK	69.01
		660-344-00	GENERAL EQUIPMENT MA	TORCH, PRY BAR, BIT EXTEN	360.90

02-08-2023 01:54 PM

DISBURSEMENTS 1/1/23 to 1/31/23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STATE EQUIPMENT INC.	660-344-00	GENERAL EQUIPMENT MA	HANDLE, LATCH - BACKHOE	37.66
	JERKINS FORD INC	660-343-00	VEHICLE MAINTENANCE	TIRES W14 DUMP TRUCK	826.00
	WV PUBLIC EMPLOYEES RETIREME	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,186.06
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,528.71
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	230.40
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	305.28
	FERGUSON WATERWORKS	660-352-00	NEW SERVICES, UPGRAD	SONATA & OCTAVE METERS	1,444.00
	SYLVESTER W. LOWTHER	660-344-00	GENERAL EQUIPMENT MA	SUCTION LINE - VALVE CLNR	440.00
	UNIQUE PAVING MATERIALS CORP	660-352-00	NEW SERVICES, UPGRAD	4.81 TONS COLD PATCH	360.75
	BENNY'S BOOT HILL	660-344-00	GENERAL EQUIPMENT MA	PCRD-SAFETY BOOTS KELLY AR	292.99
	CORE & MAIN LP	660-352-00	NEW SERVICES, UPGRAD	HYDRANT PARTS	1,801.02
		660-352-00	NEW SERVICES, UPGRAD	ROOF MOUNT ANTENNA	311.00
		660-352-00	NEW SERVICES, UPGRAD	TAPPING REPAIR CLAMP	258.66
		660-352-00	NEW SERVICES, UPGRAD	METER COUPLINGS	469.05
		660-352-00	NEW SERVICES, UPGRAD	METER THREADED SHUTOFFS	350.00
		660-352-00	NEW SERVICES, UPGRAD	LEAD METER SEALS	221.29
	TRACTOR SUPPLY CREDIT PLAN	660-344-00	GENERAL EQUIPMENT MA	MATERIALS FOR DRAW BAR	68.70
	USA BLUE BOOK/ HD SUPPLY FAC	660-352-00	NEW SERVICES, UPGRAD	METER WELL EXTENSION	47.90
	SERINT	660-211-00	UTILITIES - ELEC,GAS	ALL DEPT DEC '22 GEOTABS F	71.32
	CRATES ELECTRICAL SUPPLY INC	660-342-00	MAINTENANCE GARAGE B	LIGHT BULB OUTSIDE SHOP	31.03
		660-342-00	MAINTENANCE GARAGE B	OVERHEAD LIGHTS FOR SHOP	746.92
	INTERNAL REVENUE SERVICE	660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	980.36
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,267.59
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	229.28
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	296.45
	AMAZON.COM	660-344-00	GENERAL EQUIPMENT MA	PCRD-READER SAFETY GLASSES	15.25
		660-344-00	GENERAL EQUIPMENT MA	PCRD-SAFETY GLASSES	26.31
		660-344-00	GENERAL EQUIPMENT MA	PCRD-ANTI-FOG SAFETY GLASS	50.72
		660-344-00	GENERAL EQUIPMENT MA	PCRD-SAFETY GLASSES	45.99
	PAYFLEX	660-105-00	HEALTH INSURANCE	WAT JAN 2023 HSA FEES	29.25
		660-105-00	HEALTH INSURANCE	WAT JAN 2023 HSA FEES	3.25
	CORRIDOR H TIRE INC	660-343-00	VEHICLE MAINTENANCE	CHANGE TIRES ON DUMP TRK	195.00
	AT&T MOBILITY	660-211-00	UTILITIES - ELEC,GAS	PCRD-DEC CELL PHN GEOTAB S	658.00
	WORLD FUEL SERVICES, INC.	660-343-01	LINE VEHICLE FUEL	WATER FUEL BILL DEC 2022	879.21
	FRONTIER	660-211-00	UTILITIES - ELEC,GAS	472-2530-101615-4 WATER	67.62
		660-211-00	UTILITIES - ELEC,GAS	30401156600826024 WAT TELE	58.01
		660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	45.74
	**PAYROLL EXPENSES			1/01/2023 - 1/31/2023	36,115.97
				TOTAL:	61,886.37
OFFICE/ADMIN	ENCOVA INSURANCE	920-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 DEC 2022	154.76
	CITY OF BUCKHANNON GENERAL F	920-341-00	MATERIALS & SUPPLIES	JAN 2023 LOC FEES	92.13
	WV PUBLIC EMPLOYEES INSURANC	920-105-00	HEALTH INSURANCE	WATER JAN 2023 HEALTH INS	971.85
		920-105-00	HEALTH INSURANCE	WAT JAN 2023 RETIREE'S INS	163.33
	WV MUNICIPAL LEAGUE	920-226-00	UNEMPLOYMENT/COMPENS	WATER 4TH QTR 2022 UNEMPLO	1.68
	WV PUBLIC EMPLOYEES RETIREME	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	474.10
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	474.87
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	24.93
	BUCKHANNON POSTMASTER	920-999-00	ADM BOARD-BILLING MI	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	920-341-00	MATERIALS & SUPPLIES	DECEMBER 2022 AA FEES	194.97
	THOMAS J O'NEILL	920-350-00	PROFESSIONAL & LEGAL	FEB 2023 CONTRACT ATTORNEY	1,250.00
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	DEC 2022 CREDIT CARD FEES	1,856.84
	TOSHIBA FINANCIAL SERVICES	920-999-00	ADM BOARD-BILLING MI	JAN 2023 CITY HALL COPIER	149.49
	RAVEN ROCK NETWORKS INC	920-999-00	ADM BOARD-BILLING MI	IT SVC CONTRACT JAN 2023	375.00

02-08-2023 01:54 PM

DISBURSEMENTS 1/1/23 to 1/31/23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WVNET	920-341-00	MATERIALS & SUPPLIES	WEB HOSTING 1ST QTR FY 23	18.75
	WALMART STORES INC -BUCKHANN	920-341-00	MATERIALS & SUPPLIES	CLEANING SUPPLIES CITY HA	46.17
	DELUX BUSINESS FORMS	920-341-00	MATERIALS & SUPPLIES	PCRD-DISB DEP BOOKS	31.95
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	445.61
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	327.06
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	104.21
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	76.48
	AMAZON.COM	920-341-00	MATERIALS & SUPPLIES	PCRD-FAX CARTRIDGES TAPE	22.47
		920-341-00	MATERIALS & SUPPLIES	PCRD-TOWELS TAGS FOLDER HA	37.39
		920-341-00	MATERIALS & SUPPLIES	PCRD-STICKY NOTE FLAGS IND	1.85
	PAYFLEX	920-105-00	HEALTH INSURANCE	WAT JAN 2023 HSA FEES	6.50
	AT&T MOBILITY	920-211-00	UTILITIES - ELEC,GAS	PCRD-DEC CELL PHN GEOTAB S	290.82
	UPSHUR COUNTY CLERK	920-999-00	ADM BOARD-BILLING MI	HUDAK ESTATE LIEN	5.00
		920-999-00	ADM BOARD-BILLING MI	LIEN MILBURN ESTATE	12.00
	EP FINANCE PROGRAM	920-999-00	ADM BOARD-BILLING MI	MAILER & INSERTER PYMT JAN	107.31
	OPTIMUM B2B, DEPT. 1264	920-999-00	ADM BOARD-BILLING MI	JAN 2023 INTERNET CITY HAL	214.62
	TYLER TECHNOLOGIES INC	920-999-00	ADM BOARD-BILLING MI	UTIL AUTO PAY; IVR; WEBSIT	1,976.88
		920-999-00	ADM BOARD-BILLING MI	UTL BILLING NOTIFICATION S	57.43
	ROSSMAN & CO/PCB CORP	920-341-00	MATERIALS & SUPPLIES	DEC 2023 UTL COLLECTIONS	22.00
	FRONTIER	920-211-00	UTILITIES - ELEC,GAS	472-1651-101515-4 CITY HAL	68.54
		920-211-00	UTILITIES - ELEC,GAS	304-003-2273-060600-4	24.18
	TRAVELERS INSURANCE	920-352-00	PROPERTY INSURANCE	INS PREM AUTO LIAB JUL 202	2,486.05
	**PAYROLL EXPENSES			1/01/2023 - 1/31/2023	12,464.76
				TOTAL:	25,781.98
BOND	MUNICIPAL BOND COMM OF WV	970-221-00	WATER BOND A 2016	WATER BOND A PYMT JAN 2023	22,481.88
				TOTAL:	22,481.88
CAPITAL/PROJECTS	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
	JO CONSTRUCTION, LLC	999-682-05	BACKHOE	'73 HYSTER LOWBOY TRAILER	1,950.00
				TOTAL:	3,686.28

D. Department Report

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

- **Eric Thomason passed Class III:** Eric Thomason will get Class III Certification next year. New hires have a year to attempt. We have a good “chain” of employees getting certified.
- **Hired Operator in Training start date 2/6/23**

CITY OF BUCKHANNON WATER DEPARTMENT

Monthly Report for January 2023

- Water leaks-1
- Weekly safety meetings.
- Locates.
- Renewed service -1
- New Services-0
- Residential meters changed-57
- Residential meters tested-57
- Started meter change out.
- Public Service District meters tested-0
- Goffer shot for Street Department at Amalia Drive.
- Replaced pressure regulator SYC
- Meter barrel repairs.
- Tyson Dean and Caleb Kimble passed their meter test to be able to test meters from 5/8” to 8”.
- Repair hydrant hit by car Corner of S. Florida and College Ave.
- Repaired pipe on Island Ave. Bridge.
- Replaced heater in hi service pump room.
- Replaced lights in plant.
- Continue to put information on Iworqs program.
- 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 past year.
- 65.3 million gallons of water treated for month of January 2.18 million a day.
- Cost per million gallons treated for January \$196.75
- 4485 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. - 396
- 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	56,970,337	1,153,355	73,000	21,344,900	31,853,000	4.47%
Oct-22	57,576,705	1,117,423	1,568,820	20,275,500	32,099,700	4.37%
Nov-22	57,836,763	1,076,741	435,500	20,679,200	31,379,300	7.38%
Dec-22	66,197,976	1,020,057	1,344,767	19,955,400	30,981,500	19.48%
Jan-23	65,376,313	1,111,181	320,000	22,388,700	39,355,000	3.37%
Feb-23						#DIV/0!
Mar-23						#DIV/0!
Apr-23						#DIV/0!
May-23						#DIV/0!
Jun-23						#DIV/0!
Totals:	423,186,943	7,884,778	4,124,324	143,559,700	231,619,300	8.51%

Month: Jan-23

			Monthly Total	Y-T-D	
Million Gallons Treated:			65.3	364.2	
Total Chemical Treatment Cost:			12847.92	100517.8	
Cost per Million Gallons:			196.7521	275.9962	
Chemical	Cost	Unit	Amount Used (lbs)	Monthly Cost	Y-T-D Cost
Carbon	1.25 lb		9.3	11.625	4946.665
Chlorine	1.09 lb		1410	1536.9	11435.5
Fluoride	1.39 lb		420	583.8	4267.3
KMnO4	3.65 lb		187	682.55	10570.4
NaMnO4	1.4 lb			0	0
Lime	0.22 lb		650	143	1375
Premier Pac	0.44 lb		11691	5144.04	34069.2
Soda Ash	0.420 lb		7050	2961	22548.75
Sodium Hex	2.38 lb		750	1785	11305
Smart-Phos	14.16 GAL		0	0	0
				12847.92	100517.8

Mr. McCauley asked, per the discussion in December, have we heard anything additional from Valley Green? We have had nothing so far, but Kelly Arnold believes we need to have fire department involved. City Attorney Tom O'Neill will reach out to Valley Green management to try and set meeting to discuss.

D.2 FEMA Grant 1 Update – Delivery of RWI Generator (Jay): Generator is due to ship March 2023.

D.3 FEMA Grant 2 Update – Punchlist and FEMA site visits (Jay): Still working on Punchlist and FEMA visit. For all intents and purposes, this project is complete.

Jay also provided the following ARPA Update:

City of Buckhannon
American Recovery Plan
Infrastructure Expenditures To Date - February 3, 2023

		Allocated Money:	\$2,382,905.27		
Project	Sanitary Sewer	Number of Customers Served by Proposed Improvement	Estimated Cost	Engineering / Design Fees Expended to Date	Construction Fees Expended to Date
1	Taylor Street Upgrade	8,365	\$451,562.50	\$29,345.00	\$630,000.00
2	North Locust Street Upgrade	50	\$177,650.00	\$67,869.00	\$320,000.00
		a.) Sanitary Sewer Subtotals:	\$629,212.50	\$97,214.00	\$950,000.00
Project	Storm Sewer	Number of Customers Served by Proposed Improvement	Estimated Cost	Engineering / Design Fees Expended to Date	Construction Fees Expended to Date
3	Taylor Street Upgrade	311	\$544,000.00	\$9,608.00	\$0.00
		b.) Storm Sewer Subtotal:	\$544,000.00	\$9,608.00	\$0.00
		c.) Sewer Projects Subtotal:	\$1,173,212.50		\$950,000.00
		d.) Sewer Consultant Engineering Fees (@ 8.5%):	\$99,723.06		\$106,822.00
		e.) Sewer Projects Total (c. + d.):	\$1,272,935.56		\$1,056,822.00
Project	Water	Number of Customers Served by Proposed Improvement	Estimated Cost	Engineering / Design Fees Expended to Date	Construction Fees Expended to Date
4	Tennerton WST Rehabilitation	5,544	\$631,125.00	\$33,178.83	\$134,205.00
5	Pressurized Tanker Truck Rental	5,544	\$85,000.00	\$58,128.00	\$0.00
6	WST Inspection Service	5,544	-	\$29,109.17	\$0.00
7	Tennerton BS Waterline	5,544	-	\$41,000.00	\$271,150.00
8	Tennerton BS Building	5,544	\$106,250.00	\$41,017.00	\$275,000.00
9	Chemical Feeders at WTP	22,241	\$150,000.00	\$0.00	\$150,000.00
10	Filter Media at WTP	22,241	\$25,500.00	\$0.00	\$25,500.00
11	Chlorine Alarm at WTP	4,000	\$31,875.00	\$0.00	\$31,875.00
12	Replace Filter, Raw and Settled NTU	22,241	\$50,000.00	\$0.00	\$50,000.00
		f.) Water Subtotals:	\$1,079,750.00	\$202,433.00	\$937,730.00
		g.) Water Consultant Engineering Fees:	\$100,416.75		\$202,433.00
		h.) Water Projects Total (f. + g.):	\$1,180,166.75		\$1,140,163.00
		COB Projects Improvements (e. + h.):	\$2,453,102.31		\$2,196,985.00
		Contingency (@ 10%):	\$245,310.23		\$219,698.50
		Total COB Project Improvements:	\$2,698,412.54		\$2,416,683.50
		Overrun / Underrun:	-\$315,507.27		-\$33,778.23

E. Correspondence and Information

E.1 Mt. Hope Water Association Meeting Minutes-November & December 2022

Mt Hope Water Association Minutes

Board of Directors Regular December Meeting - 12/19/2022

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday December 19, 2022, 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, Vice-President Brian Elmore, Nicholas Cutright, Tom Davis, Deborah Cvechko, Navonda Tenney and Marcella Kelley. Also in attendance were Secretary/Treasurer Laurie Adams, Office Clerk Jessie Fumerola, Field Technician Matthew Orsburn and Delmuth Kelley.

Minutes from the previous Regular Meeting and the December 15th, Special 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 Truck Report was presented and approved. The Mt Hope Monthly Report was presented and approved. The Water Loss Report was reviewed and will be corrected when the Operator returns to work. The Operator's Report was reviewed. Matthew addressed any questions the board had. A request for a leak adjustment due to PRV issues for C. Woody was approved, motion made by Nicholas, motion carried. Laurie told the board about a customer on the Phillips Dairy Rd with pressure issues, and discussed the steps that have been taken on the issue. She also told the board about a customer who had a large balance due to a leak, the amount has been paid in full by various charitable agencies in Upshur County. The PSC has clarified the historic average for leak adjustments, should be calculated using the previous usage history, from the largest consumption of the leak. The leak adjustments presented were approved, a motion was made by Nicholas, motion carried.

The letter sent to Horner Bros. Engineering from Region VII Planning & Development Council was reviewed. Horner Bros. Engineering was selected at the previous special meeting, to be our engineering firm for our maintenance projects.

A motion was made by Brian to approve the same holidays for the 2023 calendar year, as the 2022 calendar year, motion carried. An updated Emergency Response Plan, complied by our Circuit Rider, Bertis McCarty was given to all board members. Weather and scheduling will determine when the work on the welded tanks, located at the Ford Turn and Wilfong Hill will continue and be completed. The PSC rate increase request is still pending, the PSC has received our acceptance of their offer. There being no further business, a motion was made by Marcella to adjourn the meeting at 6:29, motion carried.

Mt Hope Water Association Minutes

Board of Directors Regular November Meeting - 11/21/2022

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday November 21, 2022, 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, Nicholas Cutright, Tom Davis, Deborah Cvechko, Navonda Tenney and Marcella Kelley. Also in attendance were Secretary/Treasurer Laurie Adams, Chief Operator Jeff May, Rhett Dusenberry and Carrie Wallace.

Minutes from the previous Regular Meeting and October 21, Special Meeting, were approved, a motion was made by Nicholas, motion carried. The Treasurer's Report was presented along with the past month's bank statements, they were accepted for audit. The Truck Report was presented and approved. The Mt Hope Monthly Report was presented and approved. The Water Loss Report was presented and approved. The Operator's Report was presented by Jeff. The leak adjustments presented were approved, a motion was made by Nicholas, motion carried.

A list of customer issues was discussed with the board. The board agreed that the first time the deferred payment for the 3844 Little Sand Run Road account is missed, we enforce the contract stipulations. Nicholas made a motion that the two customers that have tampered with our equipment, Heater and Loudin, be charged the equipment and contractor costs, motion carried.

Guest Rhett Dusenberry from US Congressman, Alex Mooney's office, spoke briefly about their office helping in any way possible with our funding and project issues. Carrie Wallace, Project Coordinator from Region VII Planning & Development Council spoke about their office assisting us in our water project needs. Donnie and Laurie had previously met with Shane Whitehair from her office, seeking advice on acquiring the ARPA money and other needs. Carrie explained their part in assisting us, it was agreed that the list of projects submitted to the Upshur County Commission in March of 2022 would remain, as our present needs. A motion was made by Marcella to proceed with Region VII P & DC as our lead agency in the steps to complete our water projects, motion carried. Proposed amendments to the WV Rules for the Government of Water Utilities were presented. Board members may comment on the changes. Our four lead and copper survey winners were announced from the four different routes, they have been contacted and their accounts have been credited. Jeff said Matthew Orsburn was recently hired as a part-time assistant to the operator. He was hired with the understanding that there would be a trial period. Employee Christmas bonuses were discussed. A motion was made by Tom, to give each employee, not on a trial period, a \$200 dollar Walmart gift card, motion carried. We will again have a "meet and eat" at our December meeting, with a covered dish and Mt Hope Water providing the drinks. The welded tanks, located at the Ford Turn and Wilfong Hill, were once again discussed. While uncovering the pipe to do the work on the "hot taps" it was discovered, the pipe was not what was on the original plans. C & T Enterprises gave us a new quote, after observing on site, what pipe was used. A motion was made by Marcella to pay \$35,000 on the welded tanks this fall, motion carried. The PSC rate increase request, confidential offer to settle, was discussed. A motion was made by Debbie to accept their offer, motion carried. The board agreed to Laurie's request to allow the employees to have a pizza luncheon the last working day before Christmas. There being no further immediate business, a motion was made by Marcella to adjourn the meeting at 8:04, motion carried.

E.2 Elkins Road P.S.D. Meeting Minutes-November & December 2022

Elkins Road Public Service District
Board of Directors' Regular Meeting
November 1, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, November 1, 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 (ZOOM meeting ended at 5:33 p.m.)

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

Recognize that four (4) customers were present.

APPROVAL OF MINUTES

Minutes of October 4, 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

Carey Wagner ask for a motion to be made to sign the ARPA Agreement. David Burr made a motion to sign the agreement. Wendell Grose seconded. Motion carried

ARPA PROCUREMENT

Carey Wagner explained after having a discussion with our engineer, Greg Belcher, that it would be better to ask several engineering firms if they would be interested in working on several projects totaling under \$250,000. She suggested that letters be sent to at least five engineering firms in order to comply with ARPA guidelines sent by Tabatha Perry with the Upshur County Commission regarding said funds.

REGION VII – SHANE WHITEHAIR TO ATTEND

Shane Whitehair, Stacey McDaniel and Cary Smith with Region VII attended the meeting to present the benefits/cost of meter, valves, etc. GIS for the PSD. Carey Wagner made a motion to start collecting data for the implementation of this program. David Burr seconded. Motion carried

PHRASE III EXTENSION PROJECT

There were no invoices or requests presented for payment this month.

Greg Belcher with Chapman Technical Group stated that he didn't have anything to report on the extension except that he just needed to get with Cary Smith, with Region VII, to finalize any paperwork needed to complete the extension.

OTHER GUESTS

Jerry Wamsley attended the meeting and when asked if he had anything he wanted to ask the Board he said no he was just attending.

MAINTENANCE

Dave Wamsley gave the October Maintenance Report. Our water usage continues to hold at a good figure but we will, as always, continue to be sure we have no leaks to keep it that way.

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

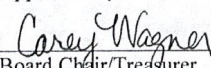
The next meeting will be held on Tuesday, December 6, 2022 at 5:00 p.m.

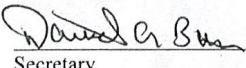
Respectfully submitted:

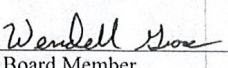
ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
David A. Burr


Board Member
Wendell R. Grose

Elkins Road Public Service District
Board of Directors' Regular Meeting
December 6, 2022

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, December 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; Cary Smith Region VII

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

Recognize that four (4) customers were present.

APPROVAL OF MINUTES

Minutes of November 1, 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

LEAD SERVICE LINE SURVEY UPDATE & PREPARING FOR SUBMISSION UPDATE

Linzy Wilson told the Board that we had received about 750 back of all the surveys that were mailed out. She is working on getting these input into the excel file and then we will work on the ones we have not received yet by calling people and reminding them we need them as soon as possible.

PHRASE III EXTENSION PROJECT

There were no invoice or requests presented for payment as Cary Smith was sick and did not attend.

Greg Belcher said that all that was left to do was get final invoices prepared and that he was working with Cary Smith on those and should have them completed by the next meeting, January 3, 2023.

OTHER GUESTS

Jerry Wamsley attended the meeting and when asked if he had anything he wanted to ask the Board he said he was wondering with the extension if Ellamore now pulls water from Union Tank. When Carey Wagner and Dave Wamsley said yes he pointed out that if that is the case then he shouldn't be affected when they pull water for a fire. It will be checked out to see if a valve was left open by mistake and let him know.

MAINTENANCE

Dave Wamsley gave the November Maintenance Report. We are still maintaining the water usage per day around 210, it increased slightly for the holiday week. Winterizing has been done.

PERSONNEL

Carey Wagner made a motion to move into Executive Session at 5:26 p.m. under WV Code 6-9A-4. Carey Wagner made a motion to move out of Executive Session at 5:31 p.m. Seconded by Wendell Grose. Motion carried. No decisions were made during executive session. The Board approved an employee appreciation gift for Christmas for the three employees and one contract maintenance individual.

There being no further business, the meeting adjourned on motion made by Carey Wagner and seconded by Wendell Grose. Meeting adjourned at 5:40 p.m.

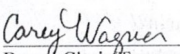
The next meeting will be held on Tuesday, January 3, 2023 at 5:00 p.m.

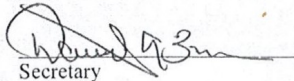
Respectfully submitted:

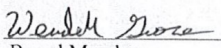
ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
David A. Burr


Board Member
Wendell R. Grose

Adrian Public Service District
November 3, 2022
Monthly Board Meeting

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

All motions were unanimous unless otherwise noted.

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

Minutes of the October 6th meeting were read. Kelly made the motion to approve the minutes and Paul second. Minutes of the October 31st meeting were read. Paul made a motion to approve the minutes and Carolyn second.

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

Old Business

- Phase VIII/Pickens update provided by Norma Woody. The closing on the project is complete. Project set to begin construction the week after Thanksgiving. Pro Contracting, LLC awarded Contract 1 & 2 of the project, with Mid-Atlantic Storage being awarded Contract 3 (tanks).

New Business

- None

Items for Discussion/Action/Approval

- Norma Woody provided an update for ARPA funding projects. Bids for meters, maintenance building, roofs and generators were published in the Record Delta and Intermountain Newspapers. The meter bid was awarded to Core & Main with no other bids received. The maintenance building was awarded to RM Builders, LLC with additional bids received from Start to Finish Construction and Gonday Enterprises. No roof bids received at this time, and Eric feels that other projects will not leave enough to include roofs in ARPA funding. Eric is currently working on bids for Generators.
- Jacob A. Leichter was converted to full-time Water Service Technician for Adrian Public Service District with approval by the board.

Maintenance Report

- Repaired mainline break at Brooks Hill.
- Installed six new services at Old Pritt, Palace Valley, Buckhorn, Upshur Randolph line/Hunter Ridge/Shakota Ln.
- Repaired three service leaks at Rt 20 Frenchton Rd/Gould/Trexal/Ivanhoe Roads.
- Generators are being considered through Ed Ware (Generac) and Mountaineer Generators in Elkins.

Office Report

- None

Adjournment

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

Board of Directors



Paul Spencer, Chairman



Carolyn Douglas, Vice Chairman



Kelly Arnold, Sec., Treas.

Adrian Public Service District
December 1, 2022
Monthly Board Meeting

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

All motions were unanimous unless otherwise noted.

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

Minutes of the November 3th 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

- None

New Business

- None

Items for Discussion/Action/Approval

- Norma Woody requested the board perform and approve the annual employee compensation review. Paul made a motion to approve the compensation review, and Kelly second.

Maintenance Report

- Repaired mainline break Fisher Trucking and Cow Run Rd.
- Installed new services.

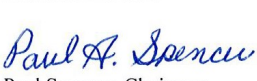
Office Report

- None


Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be January 5, 2023 at 3:00 pm.

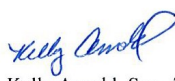
Board of Directors



Paul Spencer, Chairman



Carolyn Douglas, Vice Chairman



Kelly Arnold, Sec., Treas.

Adrian Public Service District
January 5, 2023
Monthly Board Meeting

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

All motions were unanimous unless otherwise noted.

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

Minutes of the December 1, 2022 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

- None

New Business

- None

Items for Discussion/Action/Approval

- Norma Woody presented a request to approve Mid-Atlantic Storage Systems, Inc. **Change Order No. 1** Phase VIII dated 12/22/2022. Carolyn made the motion to approve and Kelly second.
- Norma requested approval of RM Builders, Inc. to erect Maintenance Building on February 6, 2023 with funding provided by American Rescue Plan (ARPA) funds. Kelly made a motion to approve, with Carolyn second.
- Norma requested approval of Twisted Wire Electrical & Contracting for Generators (ARPA) funding. Carolyn made motion to approve and Carolyn second.

Maintenance Report

- Serviced frozen water calls after hours.
- Installed new meters.
- Ordered new pump for Carter Booster Station.
- Need roof repair to Carter Booster Station...
- Installed new chlorinator pump at Kanawha Head Booster Station.
- Twisted Wire Electrical & Contracting ordering Generators.
- Inspecting meter barrels for meter bottom blow outs.
- Snow plow is hooked up for winter.


Office Report

- Norma completed Lead and Copper Sample Site Plan deadline December 30, 2022.
- Norma completed SDWAR 5 for UCMR5 Sampling 2023 deadline December 31, 2022.
- Norma completed Government Census 2022, Survey of Government Finances.
- Norma **completed** Lead and Copper Detailed Inventory **system-owned** portion/**partial completion of customer-owned** service line portion.

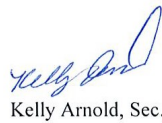
Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be February 2, 2023 at 3:00 pm.

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Adrian Public Service District
January 18, 2023
Phase VIII Project Meeting

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

Visitors: Trey Hornor, P.E. President Hornor Brothers Engineering
Carrie Wallace, Program Coordinator, Region VII
James Butcher, Select Timber Services
Doug Heater, Pro Contracting
Casey Carn, Mid Atlantic Storage Systems, Inc.

All motions were unanimous unless otherwise noted.

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


Items for Discussion/Action/Approval

- Trey Hornor, Hornor Brothers Engineering reviewed progress and status of construction as of December 31, 2022.
- Norma requested approval of **Resolution No. 2 of the Phase VIII water extension project**. Paul made a motion to approve, and Kelly second.
- Norma requested approval of **Adverse Weather Day calculation sheets for Phase VIII water extension project**. Paul made the motion to approve, and Carolyn second the motion.
- The board reviewed payment procedure timelines for payment to contractors.
- The request was made by Pro Contracting for a deadline for new customer sign-ups. The board voted and approved customers shall sign up prior to the waterline passing their property. Once the contractor passes the customers property, the customer must pay full tap fee cost of \$350.00.
- Schedule for Contracts are as follows: Contract 1-Pro Contracting (two crews working), Contract 2-Pro Contracting (no crews working), Contract 3-Mid Atlantic Storage Systems (site work started at both tank sites, but stopped now for weather). Casey Carn, Mid Atlantic Storage Systems requested approval to be shut down for winter, resuming in spring, which was approved by the board.

Adjournment

The meeting adjourned at 4:00 pm. Next regular meeting will be February 15, 2023 at 3:00 pm.

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

E.4 Hodgesville P.S.D. Meeting Minutes-November & December 2022 & January 2023

HODGESVILLE PUBLIC SERVICE DISTRICT

MONTHLY MEETING MINUTES

NOVEMBER 1, 2022/4PM

The Hodgesville Public Service District monthly meeting was held at the district office located at 188 Fayette St., Buckhannon, WV, on the above date and time.

In attendance:

Robert Wright-Chairman

Roger Ward-Secretary

Howard Cutright-Member-Absent due to illness

Terry Gould-Manager

Barbara Curry-UBS, Inc.

Guests: Carrie Wallace, Region VII and Randy Watson, Thrasher Engineering

The minutes of the previous meeting held in October of 2022 were read and approved.

Terry Gould gave the financial report for the month. A motion was made by Robert Wright and seconded by Roger Ward to approve and pay the bills.

A motion to approve the credit memos was made by Robert Wright and seconded by Roger Ward.

The Board reviewed the customer shut off list and amount collected for the previous month.

Maintenance completed by Ringers, Inc. included the following:

Terry called Ringers out on 10/1/22 @ 1:30 am for a low water level alarm for Conley and Shumaker tanks. Come to find out it was a telemetry problem corrected by Marteney Electric, Inc. by replacing a dead battery.

172 Hackers Creek -Line broke at tap

5785 Clarksburg Rd – New line tap to meter

Pump House at Lowes- Broken line repaired inside the pump house

Rt 20N- Pet Paradise – water leak repaired

October 24 and 25, 2022 flushing of fire hydrants. Notice to customers in the Record Delta and also a phone message sent. The office received no complaints. Ringer's held a meeting with Terry informing HPSD that there were 8 hydrants that were not working. Terry informed that he wanted those repaired as soon as possible.

Other matters discussed included the following:

Carrie Wallace of Region VII reported that HPSD had received 3 responses for Engineering services for the Project. Those being , Alpha , S&S and Thrasher. Carrie will set up interviews for December 6th starting at 2pm at the District office before the regular meeting.

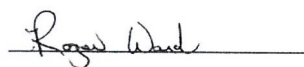
Randy Watson gave an update on the project of which his letter is attached to these minutes. He stated that Hodgesville could have proceeded with Contract 1 the Upper Pecks Run Project, but with the ARPA funds being help up that is no longer possible at this time.

Start date for the project is projected to Fall of 2023. If we have not heard from Governor's Grant by then, he suggested that we consult with the County Commission.

Carrie Wallace stated that it would be a good idea to invite one of the Commissioners to attend a HPSD meeting or at least one of their representatives.

Terry Gould stated that the Michael Rhodes Agreement for the Development on the Hall Rd has been assigned a Case # as of 10/25/2022.

There being no further business to discuss the meeting adjourned at 4:50pm.



Roger Ward, Secretary

HODGESVILLE PUBLIC SERVICE DISTRICT

MONTHLY MEETING MINUTES

DECEMBER 6, 2022

LC

The Hodgesville Public Service District monthly meeting was held at the district office located at 188 Fayette St., Buckhannon, WV, on the above date and time

In attendance:

Robert Wright-Chairman

Roger Ward-Secretary

Howard Cutright-Member

Terry Gould-Manager

Barbara Curry-UBS, Inc.

Guests: Carrie Wallace, Region VII, Eric Sherrard, Thrasher Engineering, David Walker, Customer of HPSD

The minutes of the previous meeting held in November of 2022 were read and approved.

Terry Gould gave the financial report for the month. A motion was made by Robert Wright and seconded by Roger Ward to approve and pay the bills.

A motion to approve the credit memos was made by Howard Cutright and seconded by Roger Ward.

The Board reviewed the customer shut off list and amount collected for the previous month.

Maintenance completed by Ringers, Inc. included the following:

*Removed test pit and installed new setter for Alliance Petroleum Corp

*Danny Miller – replaced line from tap to meter and new meter

*483 Teter Rd Valve changed valve

*557 Teter Rd Hodgesville School Hydrant

*5338 Clarksburg Rd fixed leak in line and customer regained pressure

*Replaced broken fire hydrant at Harrison County line

*295 Post Rd water leak repaired gaskets

*1661 Hall Rd – customer no water, water had been turned off at meter

*7496 Clarksburg Rd waterline broke in driveway dug up and replaced

A special meeting was held at 2pm just before the regular monthly meeting in order to interview Engineers for the Improvement Project. Those companies interviewed included Alpha Engineering, S&S Engineering and Thrasher Engineering. Thrasher Engineering was the engineering firm chosen for the HPSD Improvement project.

David Walker, HPSD customer attended the meeting to ask that he be able to read his own meter. He was given Board approval to read his own meter and to call in each month or drop off. He is also certified as a backflow preventer technician should HPSD ever need one.

Rockie Nottingham will be estimating meter reading for the Dec 15th billing due to health reasons.

Received Long Line Extension Agreement back from the PSC for more corrections.

Robert Wright made a motion and Howard Cutright seconded to approve the renewal of the contract HPSD has with Quality Water Services.

Eric Sherrard of Thrasher gave an update on the Improvement project which is attached to these minutes.

Grants.gov to submit for Earmark money and Carrie Wallace thinks the Governor Grant will come quickly after that. For the Earmark money the HPSD had to adopt a Communications Agreement for persons with limited English. This was made by a motion from Robert Wright and seconded by Roger Ward.

There being no further business to discuss the meeting adjourned at 4:50pm.

**HODGESVILLE PSD
PROJECT STATUS & UPDATES
(010-1094)****December 6, 2022****Project Status:**

- Contract 1 - "Upper Pecks Run Extension and other Miscellaneous Improvements"
 - Project Scope
 - Upper Peck's Run Extension
 - Generator at Hall Road Booster Station
 - Shumaker Tank and Site Improvements
 - Valve and Hydrant Replacements
 - Gum Mountain PRV Replacement
 - Preliminary Design Completed
 - Field Design
 - Design Survey
 - Hydraulic Modeling
 - Need to finalize plans and specifications for Permit Applications
- Contract 2 - "Proposed Bridge Run and Lorentz 100,000 Gallon Water Storage Tanks"
 - Preliminary Design Completed
 - Working on Design for Route 33 Booster Pump Station
 - Once Plans are Finalized and reviewed, they will be submitted for Permitting
- Contract 3 - "Water System Improvements" - Replacement of Water Service Lines
 - Preliminary Design is In Progress
 - Field Sheets and Mapping Completed
 - Field Sheets for Customer Service Lines and Water Meter locations is in progress
 - Hydrants and Valves are being identified needing replacement
 - Evaluating additional tank needs
 - Evaluating small water line extension along Pringle Tree Road
- Funding
 - Conference Calls for Earmark Funding are Ongoing
 - Waiting on Status of Alternative Funding for County ARPA

Proposed Project Funding

\$4,037,000.00	Earmark Money
\$843,000.00	Upshur County Commission ARPA Funds (or Alternate Grant Funding)
\$500,000.00	UDC Grant
\$1,300,000.00	DWTRF Loan (1.25% for 30 years) *Based on 2020 End of Year Numbers*
\$820,000.00	DWTRF Grant
\$7,500,000	Total Project Cost

HODGESVILLE PUBLIC SERVICE DISTRICT**MONTHLY MEETING MINUTES****January 3, 2023** *4pm*

The Hodgesville Public Service District monthly meeting was held at the district office located at 188 Fayette St., Buckhannon, WV, on the above date and time.

In attendance:

Robert Wright-Chairman

Roger Ward-Secretary

Howard Cutright-Member

Terry Gould-Manager

Barbara Curry-UBS, Inc.

Guests: Carrie Wallace, Region VII; Donald & Katherine Tiziani from Murphy Station.

The minutes of the previous meeting held in December of 2022 were read and approved.

Terry Gould gave the financial report for the month. A motion was made by Robert Wright and seconded by Howard Cutright to approve and pay the bills.

A motion to approve the credit memos was made by Howard Cutright and seconded by Roger Ward.

The Board reviewed the customer shut off list and amount collected for the previous month.

Maintenance completed by Ringers, Inc. included the following:

*301 Three Lick Rd. Regulator had to be replaced. Regulator was not in meter pit but hooked to the pigtail. Had to replace the whole thing.

* 86 Calm Drive-called out for possible frozen meter, pulled meter and it was fine, lines were frozen at the house

* 12476 Buckhannon Pike, leak in meter pit, replaced meter and regulator as there was too much pressure.

*Forest View Pump Station- weather called for freezing temperatures, Terry called Ringers beforehand to check all pump stations and make sure everything was ready for the extreme temperatures. All was in good shape. Terry received call on December 24th, customers without water at Forest View.

Ringers were called out. Heater had quit working and froze the pump station. New heaters installed in order to thaw out. Electric board had to be replaced by Marteney Electric, Inc. After water came back on, Robert Stell still did not have water. Nickie of Ringers went out and pulled Mr. Stell's meter. Water was flowing through the meter. Not a HPSD problem. Mr. Stell was very upset and called the PSC. Terry had explained to Mr. Stell that HPSD was good on our end. Mr. Stell later found out that his pump had a large piece of ice lodged. Mr. Stell apologized to Terry.

Other matters discussed included the following:

Donald and Katherine Tiziani, guests attended the meeting in regards to extending our waterline into Barbour County to provide water to them and possibly 4-5 other customers. Katherine had approached the Board previously and Terry had worked with the PSC on getting a quote. That was given to Katherine and HPSD never heard back. That was in August of 2021. The water in that area ^{can} not be used for drinking, cooking or bathing. There water is carried in from other places. They have had their water tested and HPSD has a copy. Carrie Wallace of Region VII suggested HPSD to apply for a Critical Need Application. Robert Wright made a motion and Howard Cutright seconded that HPSD apply for the Application. Barbara Curry gave the Tiziani's water applications for there neighbors to complete and return to HPSD. These applications need to go in with the Application along with their water testing.

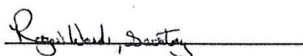
Barbour County is willing to give HPSD permission due to the fact that they themselves cannot serve these customers as they cannot gain access because of the railroad track in that area.

Carrie will also need Thrasher Engineering to work up an estimate to submit with the application. The Tiziani's are also to give HPSD a rough drawing that will also go with the application.

In other matters, HPSD received drawings from Wildwood Subdivision near Sauls Run and Brushy Fork. This subdivision contains 17 lots. Needs to be reviewed by Thrasher Engineering before HPSD can give approval.

Before the meeting Thrasher submitted by email an update on the project. Not much happening at this time.

There being no further business to discuss the meeting adjourned at 4:50pm.



Roger Ward, Secretary

E.5 The Pipeline Newsletter from the Public Service Commission of WV-Autumn 2022 <http://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>

E.6 Thank you from Jeff Irwin, D.D.S

F. Consent Agenda

F.1 Approval of Minutes 12/08/22 –Not Available.

G. Strategic Issues for discussion and vote

G.1 Review & Approval to Accept the Bid Opening Results: ARPA Tennerton Booster Station Project Contract A (Waterline Replacement/Installation Project): Pro Contracting submitted the lowest bid.

Motion to approve the Pro Contracting bid for Contract A made by Nestor/Thomas. Motion carried.

BIDS RECEIVED

*City of Buckhannon
Tennerton Booster Station
Watermain Replacement, Contract A*

Contractor Name	Amount Bid
Crown River Corp	\$ 413,950.00
Pro Contracting, Inc.	\$ 271,150.00
Doss Enterprises, LLC	\$ 319,130.00
A J Burke, LLC	\$ 335,215.00
Blue Ridge Construction	Non Compliant

G.2 Review & Approval to Accept the Bid Opening Results: ARPA Tennerton Booster Station Project Contract B (New Booster Station Building Project): This is a simple concrete building 24X17 and 10 feet high. Two engineers and contractors estimate the cost to be \$120,000-125,000. Pro Contracting's bid was the only bid received, and it was too high. Protesta tried to renegotiate with them, and they only came down to \$215,000. Both Jay Hollen and Jerry Arnold recommend that we reject Contract B and open for bids again.

Motion to open Contract B up for bids again and reject current bid. Motion carries unanimously.

BIDS RECEIVED

*City of Buckhannon
Tennerton Booster Station
Replacement, Contract B*

Contractor Name	Amount Bid
Pro Contracting, Inc.	\$ 275,000.00

H. Board Members Comments and Announcements

- **Next Meeting March 9, 2023**
- **Don Nestor:** The Pipeline from WVPSC has some good information. He questioned if the Parish House has this information. He also questioned if the upcoming seminars could be attended at home. Ms. Jenkins confirmed that they could, but must be registered. He also mentioned that we seem to be in good shape for with the lead pipe surveys. He thanked the plant for making things happen instead of just letting things happen.
- **Dave Thomas:** We received the highest rating scores on Fire ISO ever. He appreciates everyone's hard work.
- **Erasmio Rizo:** Appreciate the due diligence in spending. He also appreciates that Mr. Arnold is looking ahead to filling the gaps for operators.
- **Dave McCauley:** He congratulates on the good organization and project management.
- **Randy Sanders:** Jerry Arnold has turned the Waste Department around, and Kelly Arnold has done the same. Good leadership, good job.

I. Adjournment at 8:27 a.m.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
