

STATE OF WEST VIRGINIA; COUNTY OF UPSHUR; CITY OF BUCKHANNON: TO-WIT:

A scheduled meeting of the Water Board was held at Buckhannon City Hall, 70 East Main Street, on Thursday, March 9, 2023, at 7:30 a.m., with the following in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present - GTM
Board Member	Dave Thomas	Present
Board Member	Dave McCauley	Present
Board Member	Erasmo Rizo	Present
Board Member	Don Nestor	Present
Director of Finance & Admin/Asst Recorder	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Present
City Engineer	Jay Hollen	Present - GTM
Water Supervisor	Kelly Arnold	Present
Note Taker	Alice Teets	Present

Guests: None

*City of Buckhannon Water Board – 7:30AM at City Hall in Council Chambers
Meeting Agenda for Thursday, March 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 February 2023
- D. **Department Report**
 - D.1 Water Department Report-Kelly Arnold
 - D.2 ARPA Projects Update
- E. **Correspondence and Information**
 - E.1 Mt. Hope Water Association Meeting Minutes-January 2023
 - E.2 Elkins Road P.S.D. Meeting Minutes-January 2023
 - E.3 PSCWV Commission Order regarding Opt-out Policy for Mediation of Formal Complaint Cases
 - E.4 Reminder Notice from WVDEP Water Use Program Reporting Water Withdrawals for 2022
 - E.5 Notice Re-Bid: Advertisement for Bids ARPA Tennerton Booster Station Replacement Project Contract B Bid Opening March 16, 2023 at 1:30pm
 - E.6 BM Properties - Refund of Money for Waterline Extension Project in the Leeson Drive Development - Final Payment
- F. **Consent Agenda**
 - F.1 Approval of Minutes: Regular 12/08/2022, 02/09/2023
- G. **Strategic Issues for discussion and vote**
 - G.1 Request to Advertise for Bids to Purchase Mini Excavator with 6-Way Blade
 - G.2 Approval Water Board Budget Revision #2
 - G.3 Discussion/Possible Vote to Call Special Meeting on 03/23/23 9AM RE: Bid Opening Results Tennerton Booster Station Replacement Project Contract B- to meet the hold period deadline date
 - G.4 Invitation to the P.S.D.'s -Tour of the COB Harley A. Brown Memorial Water Plant 173 Wood Street on April 13, 2023 at 4PM
- H. **Board Members Comments and Announcements**
 - H.1 Next Meeting April 13, 2023 at the Water Plant 173 Wood Street
- I. **Adjournment**

Posted 03/03/2023

A. Call to Order: Mayor Skinner called the meeting to order followed by a moment of silence and pledge to the flag.

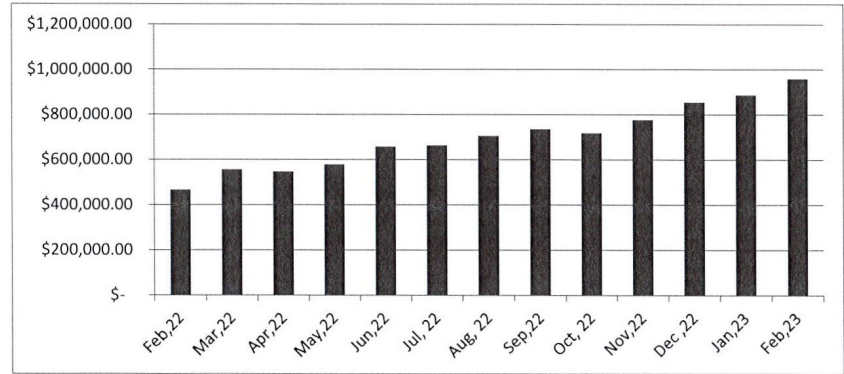
B. Recognized Guests: None

C. Financial Report-Amby Jenkins

C.1 February 2023:

WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance February 28, 2023	
Money market & checking	\$ 958,490.21
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.

3-08-2023 02:07 PM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: FEBRUARY 28TH, 2023					
400-WATER		% OF YEAR COMPLETED: 66.67					
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	81,572.24	723,010.98	0.00	176,989.02	80.33	
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	500,000	52,999.63	429,546.13	0.00	70,453.87	85.91	
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,347.50	10,780.00	0.00	4,220.00	71.87	
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00	
TOTAL UTILITY BILLINGS	1,415,000	135,919.37	1,163,337.11	0.00	251,662.89	82.21	
OUTSIDE DISTRICTS							
400-360-000-00 MT HOPE WATER (MASTER MET	150,000	19,740.50	146,340.00	0.00	3,660.00	97.56	
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	19,702.75	160,535.75	0.00	59,464.25	72.97	
400-360-000-02 ELKINS ROAD PSD (MASTER M	160,000	19,308.50	146,130.50	0.00	13,869.50	91.33	
400-360-000-03 ADRIAN PSD (MASTER METER)	230,000	24,796.00	209,589.75	0.00	20,410.25	91.13	
TOTAL OUTSIDE DISTRICTS	760,000	83,547.75	662,596.00	0.00	97,404.00	87.18	
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 EQIP CSTS	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	2,387.89	18,244.36	0.00	1,140.64	94.12	
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	2,050.00	0.00 (50.00)	102.50	
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	2,587.89	20,294.36	0.00	1,090.64	94.90	
OTHER REVENUE							
400-379-000-00 GAIN ON SALE	0	0.00	0.00	0.00	0.00	0.00	
400-380-000-00 INTEREST INCOME	1,000	0.00	175.05	0.00	824.95	17.51	
400-399-000-00 MISC. NONOPERATING INCOME	33,000	2,728.20	60,148.99	0.00 (27,148.99)	182.27	
TOTAL OTHER REVENUE	34,000	2,728.20	60,324.04	0.00 (26,324.04)	177.42	
TOTAL REVENUE	2,240,385	224,783.21	1,917,935.51	0.00	322,449.49	85.61	

3-08-2023 02:07 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2023

400-WATER

% OF YEAR COMPLETED: 66.67

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	2,481.62	11,128.94	0.00	8,871.06	55.64
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	20,000	2,481.62	11,128.94	0.00	8,871.06	55.64
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	3,500	54.08	2,234.57	0.00	1,265.43	63.84
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	54.08	2,234.57	0.00	10,265.43	17.88
TOTAL RESERVIOR MANGMT DAM	32,500	2,535.70	13,363.51	0.00	19,136.49	41.12
WATER PLANT =====						
SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	291,000	21,868.21	169,581.47	0.00	121,418.53	58.28
400-642-104-00 FICA TAX	22,612	1,676.52	13,003.81	0.00	9,608.19	57.51

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2023

400-WATER

% OF YEAR COMPLETED: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	38,500	2,183.28	24,063.04	0.00	14,436.96	62.50
400-642-106-00 RETIREMENT	26,332	1,968.14	14,685.77	0.00	11,646.23	55.77
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	378,444	27,696.15	221,334.09	0.00	157,109.91	58.49
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	115,000	11,473.47	79,472.92	0.00	35,527.08	69.11
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	156.00	2,345.42	0.00	154.58	93.82
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	329.07	3,081.57	0.00	3,918.43	44.02
TOTAL CONTRACTUAL SERVICES	124,500	11,958.54	84,899.91	0.00	39,600.09	68.19
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,000	299.49	2,174.78	0.00	825.22	72.49
400-642-342-00 MAINT TREATMENT PLANT BLD	6,000	298.00	2,727.61	28.31	3,244.08	45.93
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	277.26	2,183.18	0.00	2,216.82	49.62
400-642-344-00 GENERAL EQUIPMENT MAINTEN	2,500	776.15	2,042.28	0.00	457.72	81.69
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,500	0.00	1,525.50	0.00	1,974.50	43.59
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	0.00	35,105.52	0.00	45,894.48	43.34
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	0.00	8,965.61	0.00	6,034.39	59.77
400-642-348-00 CHEMICAL COSTS	216,000	6,135.71	129,457.66	11,294.00	75,248.34	65.16
400-642-349-00 COMPLIANCE MONITORING	23,000	120.00	4,535.00	230.00	18,235.00	20.72
400-642-350-00 TELEMETRY COSTS	21,600	0.00	7,348.80	0.00	14,251.20	34.02
400-642-399-00 PLANT MISCELLANEOUS	3,000	293.00	305.00	0.00	2,695.00	10.17
TOTAL COMMODITIES	379,700	8,199.61	196,595.99	11,552.31	171,551.70	54.82
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	47,854.30	509,110.10	11,552.31	368,481.59	58.56
WATER LINES =====						
SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	472,460	32,271.78	276,208.13	0.00	196,251.87	58.46
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	2,480.13	21,226.52	0.00	14,933.48	58.70
400-660-105-00 HEALTH INSURANCE	76,500	4,856.86	58,129.62	0.00	18,370.38	75.99
400-660-106-00 RETIREMENT	42,532	2,904.47	24,858.85	0.00	17,673.15	58.45
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	627,652	42,513.24	380,423.12	0.00	247,228.88	60.61
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	3,299.62	19,843.05	0.00	8,156.95	70.87
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	5,628.22	0.00	7,371.78	43.29
TOTAL CONTRACTUAL SERVICES	42,700	3,957.75	27,171.60	0.00	15,528.40	63.63

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	495.95	0.00	7,829.05	5.96
400-660-342-00 MAINTENANCE GARAGE BLDG	3,000	110.48	2,363.17	0.00	636.83	78.77
400-660-343-00 VEHICLE MAINTENANCE	8,700	722.40	7,239.21	0.00	1,460.79	83.21
400-660-343-01 LINE VEHICLE FUEL	11,000	946.57	10,119.40	0.00	880.60	91.99
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	1,299.09	8,098.01	0.00	8,901.99	47.64
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	0.00	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	16,899.71	78,732.41	0.00	62,867.59	55.60
400-660-353-00 MAPPING & LINE LOCATING E	11,000	42.62	2,296.76	0.00	8,703.24	20.88
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	245,125	20,020.87	114,950.99	0.00	130,174.01	46.89
NON-OPERATING EXPENSES						
400-660-999-00 TRAN DISTRIB 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	66,491.86	523,351.66	0.00	393,325.34	57.09
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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

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
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OFFICE/ADMIN
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SALARIES & BENEFITS						
400-920-101-00 AD & GE SALARIES BOARD	22,462	1,400.00	11,200.00	0.00	11,262.00	49.86
400-920-103-00 AD & GE OFFICE SALARIES	165,000	11,265.94	99,285.44	0.00	65,714.56	60.17
400-920-104-00 FICA TAX	14,500	968.78	8,451.51	0.00	6,048.49	58.29
400-920-105-00 HEALTH INSURANCE	22,000	1,141.68	13,420.63	0.00	8,579.37	61.00
400-920-106-00 RETIREMENT	15,800	992.00	8,387.42	0.00	7,412.58	53.08
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	239,762	15,768.40	140,745.00	0.00	99,017.00	58.70
CONTRACTUAL SERVICES						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	131.21	1,477.54	0.00	522.46	73.88
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	154.76	1,568.39	0.00	1,031.61	60.32
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	285.97	3,045.93	0.00	2,054.07	59.72
COMMODITIES						
400-920-341-00 MATERIALS & SUPPLIES EXPE	25,000	2,356.70	20,162.78	0.00	4,837.22	80.65
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	1,701.25	2,512.75	0.00	487.25	83.76
400-920-350-00 PROFESSIONAL & LEGAL EXPE	8,500	6,000.00	13,250.00	0.00 (4,750.00)	155.88
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	0.00	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	105.31	116.61	0.00	583.39	16.66
TOTAL COMMODITIES	92,150	10,163.26	75,442.27	5,950.00	10,757.73	88.33
CAPITAL OUTLAY						
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
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	2,762.76	37,378.93	73.95	6,547.12	85.12
TOTAL NON-OPERATING EXPENSES	44,000	2,762.76	37,378.93	73.95	6,547.12	85.12

TOTAL OFFICE/ADMIN	401,012	28,980.39	269,677.07	6,023.95	125,310.98	68.75
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3-08-2023 02:07 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2023

400-WATER

% OF YEAR COMPLETED: 66.67

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	180,391.19	0.00	89,608.81	66.81
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	180,391.19	0.00	89,608.81	66.81
TOTAL BOND PAYMENTS	270,000	22,481.88	180,391.19	0.00	89,608.81	66.81

CAPITAL/PROJECTS
=====

SALARIES & BENEFITS						
400-999-110-00 PAINT WATER TANKS	0	0.00	0.00	0.00	0.00	0.00
400-999-120-00 METER READER HANDHELD UPG	0	0.00	0.00	0.00	0.00	0.00
400-999-130-00 BOAT&AC GRANT 2020	0	0.00	0.00	0.00	0.00	0.00
400-999-140-00 ISLAND AVE 6" TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
400-999-170-00 ATLANTIC CST PIPEL PASSTH	0	0.00	0.00	0.00	0.00	0.00
400-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
400-999-173-00 MEADE - COLLEGE TO CAMDEN	0	0.00	0.00	0.00	0.00	0.00
400-999-176-00 LIGHTBURN STREET	0	0.00	0.00	0.00	0.00	0.00
400-999-177-00 VALLEY GREEN MASTER METER	0	0.00	0.00	0.00	0.00	0.00
400-999-178-00 HYDRANT UPGRADE TO STEAME	0	0.00	0.00	0.00	0.00	0.00
400-999-187-00 BRIDGE METER SHOP TO CHEM	0	0.00	0.00	0.00	0.00	0.00
400-999-188-00 BRUSHY FORK LANE WIDENING	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. BKH 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

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2023

400-WATER

% OF YEAR COMPLETED: 66.67

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	13,823.74	0.00	6,945.26	66.56
400-999-682-05 BACKHOE	8,000	0.00	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 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 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 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

3-08-2023 02:07 PM	CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: FEBRUARY 28TH, 2023					
400-WATER	% OF YEAR COMPLETED: 66.67					
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	1,736.28	110,405.78	0.00	145,310.22	43.18
TOTAL CAPITAL/PROJECTS	259,716	1,736.28	112,553.90	0.00	147,162.10	43.34
TOTAL EXPENDITURES	2,769,049	170,080.41	1,608,447.43	17,576.26	1,143,025.31	58.72
REVENUE OVER/(UNDER) EXPENDITURES	(528,664)	54,702.80	309,488.08 (17,576.26) (820,575.82)	55.22-

FEBRUARY 2023 WATER PAYMENT OF BILLS

\$6,135.71 – PHOENIX SOLUTIONS – CHEMICALS, PREMIER PAC & SODA ASH

\$13,531.05 – CORE & MAIN – BRASS FITTINGS,RISERS,MATERIALS FOR ISLAND BRIDGE,FIRE HYDRANT,WATER METERS AND SADDLES & FITTINGS

\$1,580.00 – NEEL’S FENCE – REPAIR FENCE AT BRUSHY FORK

\$4,750.00 – JEREMY DRENNEN CPA – 2022 PSC REPORTS

03-02-2023 12:42 AM		DISBURSEMENTS 2/01/23 to 2/28/23					
FUND: WATER							
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
RESERVIOR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	30.62		
		601-211-00	UTILITIES - ELEC,GAS	110088822306 OHIO LIFT STA	2,451.00		
	LOWES BUSINESS ACCOUNTS	601-342-00	MAINTENANCE RIVER IN	DECKING BOARDS	19.89		
		601-342-00	MAINTENANCE RIVER IN	DECK SCREWS	34.19		
				TOTAL:	2,535.70		
WATER PLANT	MON POWER	642-211-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	9,825.43		
	ENCOVA INSURANCE	642-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 JAN 2023	329.07		
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WAT FEB 2023 HEALTH INS	1,890.28		
		642-105-00	HEALTH INSURANCE	SAN FEB 2023 RETIREE'S INS	280.00		
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	207.57		
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	921.22		
	GRAINGER	642-344-00	GENERAL EQUIPMENT MA	POWER RELAYS- FEEDERS	705.39		
	MICROSOFT STORE	642-341-00	OFFICE EXPENSE	PCRD-MICROSOFT OFF OPERATO	160.49		
	LOWES BUSINESS ACCOUNTS	642-344-00	GENERAL EQUIPMENT MA	CLEANING SPPLS FOR PLANT	70.76		
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	595.46		
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	661.16		
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	369.36		
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	342.16		
	COMMUNITY CARE OF WV	642-399-00	PLANT MISCELLANEOUS	PRE EMP PHYS P TENNEY	75.00		
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	POT. PERM. & PREMIER PAC	6,135.71		
	WV DIV OF MOTOR VEHICLES	642-341-00	OFFICE EXPENSE	WAT EMPLOYEE DRIVER LIC CH	105.00		
	OFFICE OF WATER PROGRAMS CA	642-221-00	TRAINING & CONTINUED	PCRD-THOMAS WOOD CEU'S	156.00		
	ST JOSEPH HOSPITAL OF BUCKHA	642-399-00	PLANT MISCELLANEOUS	COVID-19 TEST	162.00		
		642-399-00	PLANT MISCELLANEOUS	PREEMPLMT LABS PATRICK TEN	56.00		
	WALMART STORES INC -BUCKHANN	642-342-00	MAINT TREATMENT PLAN	TV TO MONITOR SCADA	298.00		
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	666.12		
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	692.62		
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	155.79		
	03-02-2023 12:42 AM		DISBURSEMENTS 2/01/23 to 2/28/23				
	FUND: WATER						
	DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
		PACE ANALYTICAL SERVICES LLC	642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	161.99	
		PAYFLEX	642-349-00	COMPLIANCE MONITORIN	JAN 2023 SAMPLE TESTING	120.00	
		LYNX WV INC	642-105-00	HEALTH INSURANCE	WAT FEB 2023 HSA FEE	13.00	
		AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	FEB 2023 ANTENNA RENTAL	35.00	
WORLD FUEL SERVICES, INC.		642-211-00	UTILITIES - ELEC, GA	PCRD-DEC CELL PHN & GEOTAB	311.23		
FRONTIER		642-211-00	PLANT VEHICLE FUEL	WATER FUEL BILL JAN 2023	277.26		
		642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	69.27		
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	58.01		
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	45.74		
IDENTOGO		642-341-00	OFFICE EXPENSE	PCRD-BACKGRND CK PATRICK T	34.00		
**PAYROLL EXPENSES				2/01/2023 - 2/28/2023	21,868.21		
				TOTAL:	47,854.30		
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	177.55		
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	7.22		
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	5.00		
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	8.00		
		660-211-00	UTILITIES - ELEC,GAS	110085818216 DEERCKBOOSTER	122.42		
		660-211-00	UTILITIES - ELEC,GAS	1100895973250 RT 3	5.00		
		660-211-00	UTILITIES - ELEC,GAS	110085813894 DEERCKTANK	7.36		
		660-211-00	UTILITIES - ELEC,GAS	110088788390 HIGH SCHOOL	1,330.30		
		660-211-00	UTILITIES - ELEC,GAS	110100156634 ST JOE TOWER	8.28		
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	8.50		
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	6.95		
	RITE-WAY HEATING & PLUMBING	660-352-00	NEW SERVICES, UPGRAD	PARTS FOR TEST BENCH	76.20		
		660-352-00	NEW SERVICES, UPGRAD	FTTGS- REPAIR TEST BENCH	102.81		
	ENCOVA INSURANCE	660-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 JAN 2023	658.13		
	AIRGAS USA, LLC	660-344-00	GENERAL EQUIPMENT MA	TANK LEASE 2/23-2/24	104.12		
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WAT FEB 2023 HEALTH INS	4,124.36		
		660-105-00	HEALTH INSURANCE	SAN FEB 2023 RETIREE'S INS	700.00		
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	207.56		
		660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	921.21		
	ADVANCE AUTO PARTS	660-344-00	GENERAL EQUIPMENT MA	DEF FLUID FOR BACKHOE	22.80		
	MISS UTILITY OF WEST VIRGINI	660-353-00	MAPPING & LINE LOCAT	JAN 2023 MESSAGE FEES	42.62		
	LOWES BUSINESS ACCOUNTS	660-342-00	MAINTENANCE GARAGE B	MTRLS FOR SHELVES-SHOP	59.53		
		660-344-00	GENERAL EQUIPMENT MA	TOOLS FOR METER SHOP	99.66		
		660-344-00	GENERAL EQUIPMENT MA	GRAB HOOK BACKHOE BUCKET	9.58		
	ACE HARDWARE & CONTRACTOR SU	660-352-00	NEW SERVICES, UPGRAD	PCRD-UPS SHIPMENT NEPTUNE	34.97		
		660-344-00	GENERAL EQUIPMENT MA	HOSE NOZZLE& KEYS MADE	29.93		
	JENKINS FORD INC	660-343-00	VEHICLE MAINTENANCE	WATER PUMP W-7	682.40		
	WV PUBLIC EMPLOYEES RETIREME	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,199.83		
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,224.40		
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	236.88		
	660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	243.36			
FERGUSON WATERWORKS	660-352-00	NEW SERVICES, UPGRAD	REPAIR CLAMPS; GATE VALVE	774.50			
	660-352-00	NEW SERVICES, UPGRAD	PRESSURE RED VALVE	234.00			
GOOGLE DRIVE	660-352-00	NEW SERVICES, UPGRAD	PCRD-GOOGLE DRIVE SUBSCRIP	21.19			
BUCKHANNON DISCOUNT TIRE INC	660-343-00	VEHICLE MAINTENANCE	BALANCE TIRES W-7	40.00			
	660-344-00	GENERAL EQUIPMENT MA	TIRE REPAIR FOR BACKHOE	35.00			
CORE & MAIN LP	660-352-00	NEW SERVICES, UPGRAD	BRASS FITTINGS, RISERS	1,461.97			
	660-352-00	NEW SERVICES, UPGRAD	MTRLS LINE- ISLAND BRIDGE	141.12			
	660-352-00	NEW SERVICES, UPGRAD	MTRLS LINE- ISLAND BRIDGE	645.20			
	660-352-00	NEW SERVICES, UPGRAD	FIRE HYDRANT	3,200.39			
	660-352-00	NEW SERVICES, UPGRAD	MTRLS LINE- ISLAND BRIDGE	120.00			

- Residential meters tested-50
- Started meter change out.
- Public Service District meters tested-0
- Renewed line Colorado St.
- Changing 2”, 5/8” meter for testing.
- Meter barrel repairs.
- Replaced / relocated old hydrant behind old 84 Lumber.
- Water line greenhouse Mudlick Road.
- Transformers changed out at intake.
- Had vibration test done on hi service pumps.
- Working on Riley Heights line replacement.
- 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.
- 57.3 million gallons of water treated for month of February 1.91 million a day.
- Cost per million gallons treated for February \$189.01
- 3540 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. - 225
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment

Feb-
Month: 22

			Monthly Total	Y-T-D	
Million Gallons Treated:			57.3	356.2	
Total Chemical Treatment Cost:			10830.68	111348.5	
Cost per Million Gallons:			189.0171	312.6011	
Chemical	Cost	Unit	Amount Used (lbs)	Monthly Cost	Y-T-D Cost
Carbon	1.25	lb	0	0	4946.665
Chlorine	1.09	lb	1260	1373.4	12808.9
Fluoride	1.39	lb	330	458.7	4726
KMnO4	3.65	lb	178	649.7	11220.1
NaMnO4	1.4	lb		0	0
Lime	0.22	lb	950	209	1584
Premier Pac	0.44	lb	9002	3960.88	38030.08
Soda Ash	0.420	lb	5700	2394	24942.75
Sodium Hex	2.38	lb	750	1785	13090
Smart-Phos	14.16	GAL	0	0	0
				10830.68	111348.5

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	57,269,780	933,074	129,090	19,785,700	33,373,600	5.32%
Mar-23						#DIV/0!
Apr-23						#DIV/0!
May-23						#DIV/0!
Jun-23						#DIV/0!
Totals:	480,456,723	8,817,852	4,253,414	163,345,400	264,992,900	8.13%

D.2 ARPA Projects Update: Notice of award to send to Pro Contracting.

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 l.	\$134,205.00
5	Pressurized Tanker Truck Rental	5,544	\$85,000.00	\$58,128.00 z.	\$0.00
6	WST Inspection Service	5,544	-	\$29,109.17 z.	\$0.00
7	Tennerton BS Waterline	5,544	-	\$41,000.00 l.	\$271,150.00
8	Tennerton BS Building	5,544	\$106,250.00	\$41,017.00 l.	\$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

1. # 115,175.83 in actual engineering + design fees
2. # 87,237.17 in subconsultant fees through Potesta.

E. Correspondence and Information
E.1 Mt. Hope Water Association Meeting Minutes-January 2023

Mt Hope Water Association Minutes
Board of Directors Regular January Meeting - 1/16/2023

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday January 16, at 6:00 pm, at the Mt Hope Water Office. The meeting was called to order by Vice-President Brian Elmore, 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, and customer Delmuth Kelley. Minutes from the previous Regular Meeting were approved, a motion was made by Nicholas, motion carried. The Treasurer's Report was presented along with the past month's bank statements, they were accepted for audit. The Truck Report was presented and approved. The Mt Hope Monthly Report was presented and approved. The Water Loss Report(s) were reviewed and approved. Jeff presented the Operator's Report. The leak adjustments presented were approved, a motion was made by Nicholas, motion carried. An email from Horner Bros. Engineering, dated December 20, 2022, was reviewed. They said they would reconfirm the scope of the project with President Donnie Tenney and go from there. As of the meeting, there had not been any contact with Donnie. The board would like to have something by the February meeting. Laurie updated the board members on the Mt Hope Water Association's ongoing compliance with the new Lead & Copper Rule. The staff will continue to update our records to meet the October 16, 2024 deadline. Jeff said Matthew Orsburn's probationary period has ended. Employee benefits were then discussed. A motion was made by Nicholas to pay Matthew Orsburn \$50 for being on call and time and a half for actual hours worked, while on call, and to raise his present rate of pay an additional .50 cents per hour, beginning January 23, 2023, motion carried. The board also agreed to a request by Jeff, to add an additional 5 days to his yearly paid vacation, for a total of 10 days. He will not take the 10 days consecutively or be off during meter reads. A motion was made by Nicholas to increase Jessie Fumerola's hourly pay, an additional .50 cents per hour and add 20 hours paid vacation time on a calendar basis, motion carried. Work on the welded tanks was once again attempted. The contractor did not bring the correct size valves or a vehicle able to get to the location. Another attempt will be made when the weather improves. The PSC rate increase request is still pending, with a February 20, 2023 PSC deadline. A copy of the new rates has been received. There being no further business, a motion was made by Tom, to adjourn the meeting at 6:35, motion carried.

E.2 Elkins Road P.S.D. Meeting Minutes-January 2023:

Elkins Road Public Service District
Board of Directors' Regular Meeting
January 3, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, January 3, 2023.

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-absent; Billing Clerk-Linzy Wilson; System Operator-David Wamsley

Phone in participants: Greg Belcher, CTG; Cary Smith Region VII (Zoom call ended 5:33 p.m.)

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

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

Minutes of December 6, 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

2023 HOLIDAY SCHEDULE

Have not received the approved 2023 holidays from Upshur County Commission yet. Dave Burr made a motion to approve Martin Luther King Jr holiday in January. Seconded by Wendell Grose. Motion carried

PHRASE III EXTENSION PROJECT

Cary Smith presented pay Request # 28 for SCBG in the amount of \$19,259.29 and UDC in the amount of \$1,985.44 for a total of \$37,244.73. Dave Burr made a motion to approve and pay Request # 28. Seconded by Wendell Grose. Motion carried

Greg Belcher and Cary Smith got the final invoices prepared and gave the total remaining funds from project to the Board. These funds are going to be used to GIS meters in system and fund reserve account.

PHRASE III EXTENSION PROJECT (con't)

Greg and the Board discussed the issues with the siding as well as all of the cracks in our shop floor and what could be done to correct these problems. Greg pointed out that the warranty period had passed and didn't know if anything could be done but he would check.

Amendment to Owner-Engineer Agreement # 8

Greg Belcher submitted Owner-Engineer Agreement Amendment # 8 which reduces engineering costs of the Phase III Project by \$67,606.28 for approval and signature. Dave Burr made a motion to approve and sign the amendment. Seconded by Wendell Grose. Motion carried

MAINTENANCE

Dave Wamsley gave the December Maintenance Report. Our water average has jumped tremendously since December 27th and we believe it to be due to several leaks from busted pipes, meters, etc. caused by the extremely cold temperatures that will have to be located and repaired. Carey Wagner stated that this is typical for this time of year.

There being no further business, the meeting adjourned on motion made by Dave Burr and seconded by Wendell Grose. Meeting adjourned at 6:00 p.m.

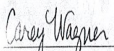
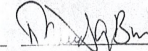
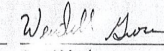
The next meeting will be held on Tuesday, February 7, 2023 at 5:00 p.m.

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

E.3 PSCWV Commission Order regarding Opt-out Policy for Mediation of Formal Complaint Cases

**PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON**

At as session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA
in the City of Charleston on the 15th day of February 2023.

G.O. No. 195.91
General Order regarding mediation opt-out policy.

M.C. G.O. No. 73.2
General Order regarding mandatory mediation of formal complaints.

COMMISSION ORDER

This Order implements (1) an opt-out policy for mediation of formal complaint cases currently offered for mediation, with exceptions, and (2) mandatory mediation of motor carrier formal complaints.

BACKGROUND

Currently, the Commission offers parties to certain cases the opportunity to participate in mediation.¹ Mediation continues to be an effective, efficient and cost saving tool for resolution of disputes. Also, mediation has been shown to resolve cases within 30-40 days while litigation often takes much longer. Under current policy, however, unless both parties to a formal complaint consent to mediation, the case is not mediated and is instead resolved through the formal complaint process.

E.4 Reminder Notice from WVDEP Water Use Program Reporting Water Withdrawals for 2022

west virginia department of environmental protection	
Division of Water and Waste Management Water Use Program 601 57 th Street SE Charleston, WV 25304	Harold Ward, Cabinet Secretary dep.wv.gov

February 9, 2023

Dear Prospective Large Quantity Water User,

The Water Use Program of the West Virginia Department of Environmental Protection (DEP) wants to remind any large quantity water users about reporting water withdrawals for 2022.

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

It is the legal responsibility of any LQU to report their total monthly water withdrawals to the DEP each year as part of a water resources protection survey. The 2022 LQU surveys for water withdrawals between January 1 and December 31, 2022 must be submitted between January 1 and March 31, 2023 through the DEP’s online Electronic Submission System (ESS). If you have already submitted your LQU survey this year with last year’s water withdrawal information in ESS, thank you! If we have any follow-up questions on the provided information upon review, you will hear from us soon.

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

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

Sincerely,


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

Promoting a healthy environment.

E.5 Notice Re-Bid: Advertisement for Bids ARPA Tennerton Booster Station Replacement Project Contract B. Bid Opening March 16, 2023 at 1:30pm

ADVERTISEMENT FOR BIDS
CITY OF BUCKHANNON
BUCKHANNON, WEST VIRGINIA
TENNERTON BOOSTER STATION REPLACEMENT PROJECT
CONTRACT B

Sealed Bids for the Tennerton Booster Station Replacement Project - Contract B will be received by the City of Buckhannon located at 70 East Main Street, Buckhannon, West Virginia 26201, until March 16, 2023 at 1:30 PM EST, at which time all bids which have been submitted in accordance with the conditions of this project will be publicly opened and read aloud.

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

The Work to be bid upon is generally described as follows: Construction of a concrete foundation, floor, concrete masonry block building, metal roof, site work, fencing, new electrical service, panels, conduits, lights, heater, installation of a City provided preassembled three pump assembly, moving the existing emergency transfer switch, pipe work to tie into the existing piping (Contract A), and all other work shown to make the new Tennerton Booster Station operational.

The Issuing Office for the Bidding Documents is Potesta & Associates, Inc. located at 7012 MacCorkle Avenue, SE, Charleston, West Virginia 25304. Call 304-342-1400 to purchase Bidding Documents. Bidding Documents will be released upon payment of \$50 for an electronic set and \$200 for each hard-copy set of documents. All checks shall be made payable to Potesta & Associates, Inc. Prospective Bidders may obtain previously ordered Bidding Documents by appointment at the Issuing Office Monday through Friday between the hours of 10:00 a.m. and 4:00 p.m. Cost does not include shipping charges.

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

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

A mandatory pre-bid conference will be held at 10:00 AM EST on February 28, 2023 at the Buckhannon City Hall at 70 East Main Street, Buckhannon, West Virginia 26201.

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Bids will be opened using a two-envelope bidding system as outlined in the contract documents. Bid security shall be furnished in accordance with the Instructions to Bidders. Evidence of a current and valid West Virginia Contractor’s License, a Certification of Equal Employment Opportunity, a Certification of Non-segregated Facilities, a Drug Free Workplace Conformance Affidavit, and a West Virginia Jobs Act Compliance Certification is required. Bids received after the scheduled closing time for the reception of bids will be returned unopened to the bidders. The City reserves the right to reject any and all bids, to award the Project to a Bidder other than the low Bidder and to waive any informality in bidding. The City reserves the right to reject any and all bids that are not in the best interest of the City. In addition, the City also reserves the right to terminate the Work at any time due to noncompliance with the City of Buckhannon and/or the Water Department’s expectations and requirements.

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

+ + END OF ADVERTISEMENT FOR BIDS + +

E.6 BM Properties - Refund of Money for Waterline Extension Project in the Leeson Drive Development - Final Payment

March 6, 2023

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

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


Dear Mr. Martin,

Bases upon the active water accounts at the Leeson Drive Development that were active for the past six (6) months and per the requirements of the executed Main Line Extension Agreement dated July 14, 2015, I recommend that a final reimbursement payment be made to BM Properties, LLC in the amount of \$9,097.92 for the water accounts within the Leeson Drive Development.

Based upon the City’s anticipated revenue from the accounts within the development, which totaled \$21,481.20, less the amount of reimbursements paid to date, which totaled \$12,383.28 as of September 9, 2022, the final reimbursement amount is \$9,097.92 and no additional reimbursements shall be made by the City for the Leeson Drive Development Waterline Extension Project

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

F. Consent Agenda

F.1 Approval of Minutes: Regular 12/08/2022, 02/09/2023: 12/8/2022 minutes not available.

Motion to approve minutes from 02/09/2023 was made by Nestor/Rizo. Motion carried.

G. Strategic Issues for discussion and vote

G.1 Request to Advertise for Bids to Purchase Mini Excavator with 6-Way Blade: Small unit would be able to get into smaller areas and could be moved on trailer. Other departments have these, but they are used to much to continue sharing.

Motion by McCauley/Thomas to advertise for bids to Purchase Mini Excavator with 6-Way Blade. Motion carried unanimously.

G.2 Approval Water Board Budget Revision #2: This is for the FY 2022-2023 budget year.

EXPENDITURES		ORIGINAL BUDGET	ADJUSTMENT	PROPOSED BUDGET
400-642-221-00	PLANT TRAINING & CONT EDUCATION	2500	1500	4000
400-660-221-00	LINE TRAINING & CONT EDUCATION	1700	1500	3200
400-660-342-00	MAINTENANCE GARAGE BLDG	3000	2000	5000
400-660-343-00	VEHICLE MAINTENANCE	8700	2000	10700
400-660-343-01	LINE VEHICLE FUEL	11000	1000	12000
400-660-347-00	BOOSTER PUMP BLDG EQUIP	15000	-5000	10000
400-660-348-00	DISTRUBUTION TANK MAINTENANCE	25000	-15000	10000
400-660-352-00	NEW SERVICES, UPGRADE MATERIAL	141600	20000	161600 new meters
400-920-349-00	AUDITING EXPENSE	3000	2000	5000
400-920-352-00	PROPERTY INSURANCE	38000	4000	42000
400-999-669-00	EWMS GRANT EXP	11000	2200	13200
400-999-681-01	THURMAN AVE LINE PROJECT	0	47000	47000 project
400-999-682-12	DEER CREEK LINE	50000	-37000	13000
				0
			26200	0
				INCREASE TO
	BALANCE ON HAND	528664	26200	554864 BALANCE ON HAND

Motion by McCauley/Rizo to approve Budget Revision #2 FY 22/23. Motion carried unanimously.

G.3 Discussion/Possible Vote to Call Special Meeting on 03/23/23 9AM RE: Bid Opening Results Tennerton Booster Station Replacement Project Contract B- to meet the hold period deadline date.

Motion by Nestor/Rizo to hold Special Meeting on 03/23/23 9AM RE: Bid Opening Results Tennerton Booster Station Replacement Project Contract B. Motion carried unanimously.

G.4 Invitation to the P.S.D.'s -Tour of the COB Harley A. Brown Memorial Water Plant 173 Wood Street on April 13, 2023 at 4PM: Mayor Skinner suggested having the regular board meeting at that time. Set meeting at 3:30pm, tour at 4:00pm.

Motion by Nestor/Thomas to hold the April board meeting at the Water Plant at 3:30 p.m. with Tour at 4:00pm. Motion carried unanimously.

H. Board Members Comments and Announcements:

- **Next Meeting April 13, 2023 at the Water Plant 173 Wood Street**
- **Don Nestor:** He appreciates all the hard work.
- **Erasmio Rizo:** Nothing more to add.
- **Dave Thomas:** We need a timeline to get things done.
- **Dave McCauley:** It is good to have P.S.D. minutes. We are performing our due diligence. Do we need to have a needs assessment done? What needs done at the water plant? Jay Hollen reports Potesta has had initial visit and will be giving a report. We have been focused on ARPA. As soon as we get bids on item G3, we can move on to this. Mr. Hollen will have them begin estimated cost assessment.
- **Jay Hollen:** We need to reach resolution regarding the Industrial Park. Potesta did reach out to C.I. Thornburg. We are trying to quickly reach resolution.
- **Kelly Arnold:** He again thanks the board for their support. He stated that expenses and prices for items keep increasing.

I. Adjournment: There being no further business to be transacted, meeting adjourned at 8:28 am.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
