

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

A regular meeting of the Buckhannon Water Board was held on Thursday, October 12, 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 - GTM
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
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Present - GTM

Guests: None

*City of Buckhannon Water Board – 7:30AM at City Hall in Council Chambers
Meeting Agenda for Thursday, October 12, 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 September 2023
- D. **Department Report**
 - D.1 Water Department Report-Kelly Arnold
 - D.2 Industrial Park Update
 - D.3 Raw Pump #2 Update
 - D.4 Source Water Meeting
 - D.5 ARPA Projects Update
 - D.6 FEMA Generator Update
- E. **Correspondence and Information**
 - E.1 Bid Package: Water Quality Monitoring Equipment Purchase- Request for Bids 1 through 3
 - E.2 Letter from Thrasher RE: Hodgesville P.S.D. Murphy Station Road Emergency Waterline Extension Project
 - E.3 The Pipeline Newsletter from the Public Service Commission of WV-Summer 2023
 - E.4 Elkins Road P.S.D. Meeting Minutes-September 2023
 - E.5 Mt. Hope Water Association Meeting Minutes-August 2023
 - E.6 Adrian P.S.D. Meeting Minutes –September 2023
- F. **Consent Agenda**
 - F.1 Approval of Minutes: 12/08/22, 04/13/23, 04/20/23
 - Pending : Regular 08/10/23, 09/14/23, Special 09/14/23 with P.S.D.s, Special 09/22/23
- G. **Strategic Issues for discussion and vote**
 - G.1 WTP Evaluation Additional Services-Scoping Visit for Non-Destructive concrete testing services by ECS Limited
 - G.2 WTP Evaluation Additional Services-Non-Destructive Concrete Testing Services by ESC Limited
 - G.3 Acceptance of Bid Opening Results -Request for Bids 1 through 3- Water Quality Monitoring Equipment Purchase
 - G.4 Fire Hydrant & 4' Water Mains Improvement Projects 2
- H. **Executive Session Per WV Code § 6-9A-4 Litigation Matters**
- I. **Board Members Comments and Announcements**
- J. **Adjournment**

Posted 10/06/2023

A. Call to Order- The meeting was called to order by Mayor Robbie Skinner, who was attending by GoToMeeting, led those in attendance in a Moment of Silence. Recorder Sanders led the Pledge to the Flag of the United States of America.

Without objection, Agenda Item **H. Executive Session Per WV Code § 6-9A-4 Litigation Matters** was moved to the table.

At 7:31 a.m., motion to move into Executive Session per WV Code § 6-9A-4 to discuss litigation matters was made by Thomas/Rizo. Motion carried.

At 7:51 a.m., motion to leave Executive Session was made by Thomas/Nestor. Motion carried.

Mayor Skinner reported that we had left Executive Session where we discussed litigation matters per State Code. No decisions were made while in Executive Session.

Without objection, Agenda Category *G. Strategic Issues for discussion and vote* was moved to the table.

G.1 WTP Evaluation Additional Services-Scoping Visit for Non-Destructive concrete testing services by ECS Limited – City Engineer Jay Hollen provided an overview reporting that the evaluation of the Water Plant, which is being handled by Potesta Engineering, cannot be thorough without additional services including a scoping visit for Non-Destructive concrete testing services by ECS Limited at an estimated cost (quote) not to exceed \$3,500.

G.2 WTP Evaluation Additional Services-Non-Destructive Concrete Testing Services by ESC Limited – City Engineer Jay Hollen provided an overview reporting that the evaluation of the Water Plant, which is being handled by Potesta Engineering, cannot be thorough without additional services including Non-Destructive Concrete Testing Services by ESC Limited at an estimated cost (quote) of \$20,000.

ROUGH ORDER OF MAGNITUDE ESTIMATE

Buckhannon WTP | Harley A. Brown Memorial Water Plant, Buckhannon, West Virginia

STRUCTURE		TESTING	ESTIMATE
Clearwell	core samples, sounding, section loss, *petrographic		\$2,500
Filter Tanks	core samples, *half cell potential, sounding, section loss *petrographic		\$3,000
Filter Backwash Tank	core samples, *half cell potential, sounding, section loss *petrographic		\$3,000
Flocculation Basin	core samples, *half cell potential, sounding, section loss *petrographic		\$3,000
Intake Wet Well	core samples, sounding, section loss *petrographic		\$2,500
Meter Shop	Visual Assessment		\$1,000
	One-Day site assessment		\$1,500
ESTIMATED TOTAL			\$15,000-20,000

Notes: ECS assumes the above testing/observations may be required based on the Structural Assessment by Arrow Engineers. **Half-Cell potential testing and petrographic testing is proposed as an optional service.* Core sample pricing includes chloride testing. Estimated fees are **per structure** . This is intended to be an **estimate** . Actual pricing will be provided after initial site visit.

Discussion of these proposed services took place.

Motion to approve the WTP Evaluation Additional Services-Scoping Visit for Non-Destructive concrete testing services by ECS Limited at an estimated cost (quote) not to exceed \$3,500 was made by McCauley/Rizo. Motion carried.

Motion to approve the WTP Evaluation Additional Services-Non-Destructive Concrete Testing Services by ESC Limited at an estimated cost (quote) of \$20,000 was made by McCauley/Rizo. Motion carried.

G.3 Acceptance of Bid Opening Results -Request for Bids 1 through 3- Water Quality Monitoring Equipment Purchase – Mayor Skinner again recognized Jay Hollen as well as Water Superintendent, Kelly Arnold who together provided an overview on these bids. The low bid for Contract 1 and Contract 2 were from Swan Analytical and the low bid for Contract 3 was from Hach. The concern is that Hach’s service may not be compatible to the services provided by Swan Analytical under Contracts 1 and 2 were they be accepted in this manner.

REVISED Bid Opening Sign-In and Results Sheet - October 11, 2023 at 1:30 PM EST

Name	Company	Email Address	Contact Phone Number	Contract No. 1 Finished Water Turbidity Meter, System Controller for Finished Water Turbidity Meter, Raw Water Turbidity Meter and System Controller for Raw Water Turbidity Meter	Contract No. 2 (3) Low-Range Effluent Turbidity Meters and (3) System Controllers for Low- Range Effluent Turbidity Meters	Contract No. 3 Low Range Effluent Turbidity Meter and Chlorine Analyzer
Jay Hollen	City of Buckhannon, WV	jay.hollen@buckhannonwv.org	304-472-1651, x1006			
Shayla Gowers	City of Buckhannon, WV	shayla.gowers@buckhannonwv.org	304-472-1651, x1015			
Kelly Arnold	City of Buckhannon, WV	kelly.arnold@buckhannonwv.org	304-472-2530			
Jerry Myers	City of Buckhannon	jerry.myers@buckhannonwv.org	304-472-2530			
	Swan Analytical			16,395.00	15,735.00	11,480.00
	Hach			10,514.85	24,660.54 24,660.54	10,148.05

* still being reviewed - Decision to be
made after tomorrow's Water Board
Meeting

5

Motion to accept the low bids from Swan Analytical for Contract 1, of \$16,395.00, and Contract 2, of \$15,735 and reject both bids for Contract 3 was made by Rizo/McCauley. Motion carried.

G.4 Fire Hydrant & 4' Water Mains Improvement Projects 2– Mayor Skinner provided an overview of the Fire Hydrant & 4' Water Mains Improvement Projects 2 that Kelly Arnold had provided during the September meeting. The Mayor asked if the Board was ready to start some of those projects and if so, which ones we should start first. A discussion took place and the consensus was the Water Department should be the ones to prioritize the jobs in the best order for start dates.

Motion to allow the Water Department to determines the order of the Fire Hydrant & 4' Water Mains Improvement Projects 2 was made by McCauley/Nestor. Motion carried.

At 8:32 AM, Mayor Skinner left the meeting and Recorder Sanders took over as Chair of the meeting.

B. Recognized Guests:

B.1 Recorder Sanders recognized BFD Chief JB Kimble who discussed an email that is a part of the meeting packet that discusses need for certain upgrades to lines and hydrants to provide better flow for fire protection. Discussion took place with no action taken.

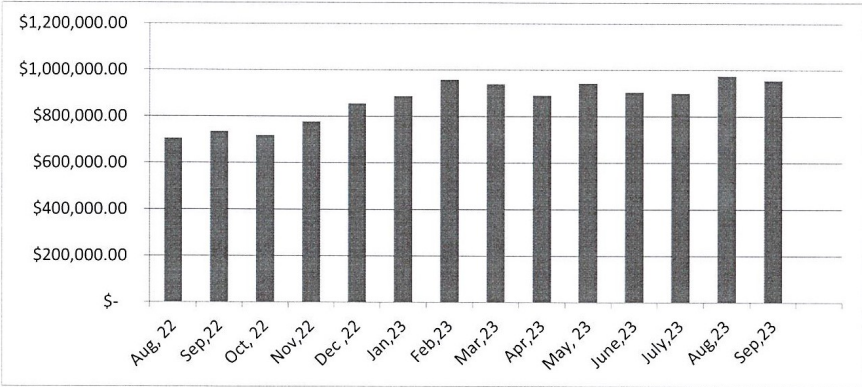
Mayor, after our discussion, I have reviewed the water distribution system within the City limits. I have had discussions with Kelly and have linked him into this email. The only hydrant within the City limits that is currently out of service is located at the corner of Gate St and Island Ave. This is a priority, the next available hydrants are very long hose lays and will take additional staffing to do that task in a timely manner. The Meade St, Central Ave areas are of concern because of low flow due to supply line size. We also should look at the hydrant flows in the area of the hydrants located by the Mexican restaurant on N. Florida, behind the 88 Hotel, the old City garage, beside the City library. These hydrants provide fire protection to areas with larger buildings and are low flow (below 400 gpm). Please contact me with any questions.

James B. Kimble, Chief of Buckhannon Fire Dept
22 South Florida St Buckhannon WV 26201

C. Financial Report-Amby Jenkins

C.1 September 2023: Amby Jenkins presented the following report:

WATER BOARD CITY OF BUCKHANNON BALANCE SHEET	
Balance September 30, 2023	
Money market & checking	\$ 955,654.92
Work Capital CD (0287).5% maturity 4-11-24	\$167,837.56
Work Capital CD (Raymond James) 5.25%May2023	\$178,808.64
CD Savings (1528) .03%	\$270,261.58 (still working on better rates)
Savings 2% #5764795 .05%	\$256,192.69
Savings 2%Depreciation .05%	\$ 1,523.73



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

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
UTILITY BILLINGS						
400-350-000-00 RESIDENTIAL SALES	950,000	93,151.43	274,105.51	0.00	675,894.49	28.85
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	600,000	55,655.44	163,640.55	0.00	436,359.45	27.27
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,437.50	4,302.50	0.00	10,697.50	28.68
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,565,000	150,244.37	442,048.56	0.00	1,122,951.44	28.25
OUTSIDE DISTRICTS						
400-360-000-00 MT HOPE WATER (MASTER MET	120,000	22,009.75	66,284.25	0.00	53,715.75	55.24
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	21,579.25	64,761.75	0.00	155,238.25	29.44
400-360-000-02 ELKINS ROAD PSD (MASTER M	150,000	18,647.75	56,913.50	0.00	93,086.50	37.94
400-360-000-03 ADRIAN PSD (MASTER METER)	200,000	26,175.25	78,966.00	0.00	121,034.00	39.48
TOTAL OUTSIDE DISTRICTS	690,000	88,412.00	266,925.50	0.00	423,074.50	38.68
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	750.00	8,500.00	0.00	1,500.00	85.00
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	750.00	8,500.00	0.00	1,500.00	85.00
INTRAFUND CONTR/CHARGES						
400-370-000-01 LATE CHARGES	20,000	2,192.39	6,981.72	0.00	13,018.28	34.91
400-370-000-02 WATER BILLING-NEW SERVICE	0	0.00	0.00	0.00	0.00	0.00
400-370-000-03 CUSTOMER BILL FEES(BANK-S	2,000	225.00	600.00	0.00	1,400.00	30.00
400-370-000-04 C J MARTIN WATER LINE EXT	0	0.00	0.00	0.00	0.00	0.00
400-370-000-05 ATLANTIC CST PIPELINE REV	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTRAFUND CONTR/CHARGES	22,000	2,417.39	7,581.72	0.00	14,418.28	34.46
OTHER REVENUE						
400-379-000-00 GAIN ON SALE	0	0.00	0.00	0.00	0.00	0.00
400-380-000-00 INTEREST INCOME	1,000	0.00	0.03	0.00	999.97	0.00
400-399-000-00 MISC. NONOPERATING INCOME	33,000	2,810.75	8,011.54	0.00	24,988.46	24.28
TOTAL OTHER REVENUE	34,000	2,810.75	8,011.57	0.00	25,988.43	23.56
TOTAL REVENUE	2,321,000	244,634.51	733,067.35	0.00	1,587,932.65	31.58

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT =====						
NON-OPERATING EXPENSES						
400-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION =====						
CONTRIBUTIONS						
400-580-500-00 DEPRECIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
RESERVIOR MANGMT DAM =====						
SALARIES & BENEFITS						
400-601-103-00 RESERVIOR MANAGEMENT LABO	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
400-601-211-00 UTILITIES - ELEC,GAS,PHON	20,000	1,590.84	4,733.36	0.00	15,266.64	23.67
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	20,000	1,590.84	4,733.36	0.00	15,266.64	23.67
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	4,400	24.18	87.24	464.37	3,848.39	12.54
400-601-346-00 WATERSHED MANAGEMENT	0	0.00	0.00	0.00	0.00	0.00
400-601-347-00 MAINTENANCE DAM	4,000	0.00	0.00	0.00	4,000.00	0.00
400-601-399-00 WATERSHED, DAM MISC	5,000	0.00	0.00	0.00	5,000.00	0.00
TOTAL COMMODITIES	13,400	24.18	87.24	464.37	12,848.39	4.12
TOTAL RESERVIOR MANGMT DAM	33,400	1,615.02	4,820.60	464.37	28,115.03	15.82
WATER PLANT =====						
SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	391,000	37,380.73	96,382.40	0.00	294,617.60	24.65
400-642-104-00 FICA TAX	30,000	2,865.36	7,386.15	0.00	22,613.85	24.62

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	43,000	2,502.92	12,784.76	0.00	30,215.24	29.73
400-642-106-00 RETIREMENT	35,500	3,364.27	8,674.43	0.00	26,825.57	24.44
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	499,500	46,113.28	125,227.74	0.00	374,272.26	25.07
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	115,000	9,833.15	38,189.88	0.00	76,810.12	33.21
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	215.00	215.00	0.00	2,285.00	8.60
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	329.51	1,729.18	0.00	5,270.82	24.70
TOTAL CONTRACTUAL SERVICES	124,500	10,377.66	40,134.06	0.00	84,365.94	32.24
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,300	78.56	277.51	0.00	3,022.49	8.41
400-642-342-00 MAINT TREATMENT PLANT BLD	6,000	796.99	853.88	16.07	5,130.05	14.50
400-642-343-00 VEHICLE MAINTENANCE	700	0.00	0.00	0.00	700.00	0.00
400-642-343-01 PLANT VEHICLE FUEL	4,400	246.58	605.81	0.00	3,794.19	13.77
400-642-344-00 GENERAL EQUIPMENT MAINTEN	24,000	149.90	4,733.08	0.00	19,266.92	19.72
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,500	231.28	410.16	0.00	3,089.84	11.72
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	6,072.11	7,197.36	25,772.00	48,030.64	40.70
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	160.32	2,604.92	0.00	12,395.08	17.37
400-642-348-00 CHEMICAL COSTS	216,000	26,529.48	60,966.78	7,940.25	147,092.97	31.90
400-642-349-00 COMPLIANCE MONITORING	23,000	1,284.00	1,666.50	15.00	21,318.50	7.31
400-642-350-00 TELEMETRY COSTS	25,250	0.00	0.00	0.00	25,250.00	0.00
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	527.23	0.00	2,472.77	17.57
TOTAL COMMODITIES	405,150	35,549.22	79,843.23	33,743.32	291,563.45	28.04
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PLANT	1,029,150	92,040.16	245,205.03	33,743.32	750,201.65	27.10
WATER LINES =====						
SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	437,500	48,901.63	120,189.19	0.00	317,310.81	27.47
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	33,500	3,758.32	9,234.48	0.00	24,265.52	27.57
400-660-105-00 HEALTH INSURANCE	87,000	5,558.78	34,341.34	0.00	52,658.66	39.47
400-660-106-00 RETIREMENT	39,375	4,401.16	10,817.06	0.00	28,557.94	27.47
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	597,375	62,619.89	174,582.07	0.00	422,792.93	29.22
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	2,079.04	8,020.51	0.00	19,979.49	28.64
400-660-221-00 TRAINING & CONTINUED EDUC	2,500	1,478.00	1,478.00	0.00	1,022.00	59.12
400-660-226-00 UNEMPLOYMENT/COMPENSATION	13,000	329.51	1,724.52	0.00	11,275.48	13.27
TOTAL CONTRACTUAL SERVICES	43,500	3,886.55	11,223.03	0.00	32,276.97	25.80

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
400-660-341-00 OFFICE EXPENSE	8,325	116.50	787.62	0.00	7,537.38	9.46
400-660-342-00 MAINTENANCE GARAGE BLDG	3,500	664.05	1,095.22	0.00	2,404.78	31.29
400-660-343-00 VEHICLE MAINTENANCE	8,000	196.22	196.22	140.00	7,663.78	4.20
400-660-343-01 LINE VEHICLE FUEL	15,000	2,249.70	4,208.33	0.00	10,791.67	28.06
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	866.06	7,224.97	0.00	9,775.03	42.50
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	231.29	410.17	0.00	4,089.83	9.11
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	40,000	5,865.42	6,188.76	0.00	33,811.24	15.47
400-660-348-00 DISTRIBUTION TANK MAINTEN	15,000	335.88	1,225.88	0.00	13,774.12	8.17
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)	500	0.00	0.00	0.00	500.00	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	140,000	8,347.63	18,607.43	2,890.03	118,502.54	15.36
400-660-353-00 MAPPING & LINE LOCATING E	12,000	107.33	1,350.71	0.00	10,649.29	11.26
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	263,825	18,980.08	41,295.31	3,030.03	219,499.66	16.80
NON-OPERATING EXPENSES						
400-660-999-00 TRAN DISTRIB MISCELLANEOU	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL NON-OPERATING EXPENSES	1,500	0.00	0.00	0.00	1,500.00	0.00

TOTAL WATER LINES	906,200	85,486.52	227,100.41	3,030.03	676,069.56	25.40
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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	329.51	329.51	0.00	(329.51)	0.00
TOTAL CONTRACTUAL SERVICES	0	329.51	329.51	0.00	(329.51)	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

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
NON-OPERATING EXPENSES						
400-902-999-00 CUST SERVICE-METER READ -	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL WATER METERS	0	329.51	329.51	0.00	(329.51)	0.00
OFFICE/ADMIN =====						
SALARIES & BENEFITS						
400-920-101-00 AD & GE SALARIES BOARD	14,400	1,400.00	4,200.00	0.00	10,200.00	29.17
400-920-103-00 AD & GE OFFICE SALARIES	146,000	16,080.78	40,588.89	0.00	105,411.11	27.80
400-920-104-00 FICA TAX	12,271	1,337.90	3,426.62	0.00	8,844.38	27.92
400-920-105-00 HEALTH INSURANCE	18,500	1,324.63	7,752.89	0.00	10,747.11	41.91
400-920-106-00 RETIREMENT	14,436	1,425.35	3,587.19	0.00	10,848.81	24.85
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	205,607	21,568.66	59,555.59	0.00	146,051.41	28.97
CONTRACTUAL SERVICES						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	148.24	490.38	0.00	1,509.62	24.52
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	71.18	380.16	0.00	2,219.84	14.62
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	219.42	870.54	0.00	4,229.46	17.07
COMMODITIES						
400-920-341-00 MATERIALS & SUPPLIES EXPE	30,000	3,786.78	16,596.58	0.00	13,403.42	55.32
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 AUDITTING EXPENSE	6,300	0.00	0.00	812.50	5,487.50	12.90
400-920-350-00 PROFESSIONAL & LEGAL EXPE	23,500	1,250.00	5,000.00	0.00	18,500.00	21.28
400-920-351-00 ENGINEERING EXPENSE	75,000	0.00	15,000.00	0.00	60,000.00	20.00
400-920-352-00 PROPERTY INSURANCE	52,300	7,646.31	15,732.71	0.00	36,567.29	30.08
400-920-353-00 PSC ASSESSMENTS	6,000	0.00	5,284.85	0.00	715.15	88.08
400-920-369-00 CUSTOMER DEP INTEREST PAI	700	0.00	1.80	0.00	698.20	0.26
TOTAL COMMODITIES	204,750	12,683.09	57,615.94	812.50	146,321.56	28.54
CAPITAL OUTLAY						
400-920-459-00 CAPITAL OUTLAY OFFICE	29,900	0.00	6,288.64	0.00	23,611.36	21.03
TOTAL CAPITAL OUTLAY	29,900	0.00	6,288.64	0.00	23,611.36	21.03
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	0	705.26	14,756.16	0.00	(14,756.16)	0.00
TOTAL NON-OPERATING EXPENSES	0	705.26	14,756.16	0.00	(14,756.16)	0.00
TOTAL OFFICE/ADMIN	445,357	35,176.43	139,086.87	812.50	305,457.63	31.41

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBTS =====						
SALARIES & BENEFITS						
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	67,981.59	0.00	202,018.41	25.18
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	67,981.59	0.00	202,018.41	25.18
TOTAL BOND PAYMENTS	270,000	22,481.88	67,981.59	0.00	202,018.41	25.18
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	200,000	0.00	0.00	0.00	200,000.00	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	75,000	0.00	0.00	0.00	75,000.00	0.00
400-999-177-00 VALLEY GREEN MASTER METER	0	0.00	0.00	0.00	0.00	0.00
400-999-178-00 HYDRANT UPGRADE TO STEAME	0	0.00	0.00	0.00	0.00	0.00
400-999-187-00 BRIDGE METER SHOP TO CHEM	0	0.00	0.00	0.00	0.00	0.00
400-999-188-00 BRUSHY FORK LANE WIDENING	0	0.00	0.00	0.00	0.00	0.00
400-999-189-00 RENEW 84 METER SERVICES	0	0.00	0.00	0.00	0.00	0.00
400-999-190-00 VARIOUS OTHER PROJECTS	4,000	0.00	0.00	0.00	4,000.00	0.00
400-999-191-00 HOUSING AUTHORITY METERIN	0	0.00	0.00	0.00	0.00	0.00
400-999-197-00 PAINTING INT N. BKH TANK	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	279,000	0.00	0.00	0.00	279,000.00	0.00
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	35,000	0.00	0.00	0.00	35,000.00	0.00
400-999-619-00 24 MISC VALVES TO REPLACE	0	0.00	0.00	0.00	0.00	0.00

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-620-00 EMERG GEN @ BOOSTER STATI	0	0.00	0.00	0.00	0.00	0.00
400-999-621-00 PAINT INT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-622-00 LEWIS LINE EXTENTION	0	0.00	0.00	0.00	0.00	0.00
400-999-623-00 CORR H SOUTH WATER LINE	0	0.00	0.00	0.00	0.00	0.00
400-999-624-00 PAINT EXT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-625-00 14 NEW CITY/COUNTY HYDRAN	0	0.00	0.00	0.00	0.00	0.00
400-999-626-00 COMMERCIAL LAWMOWER	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	7,000	0.00	0.00	0.00	7,000.00	0.00
400-999-669-00 EWMS EXP EARLYWARNINGMON	11,000	0.00	0.00	0.00	11,000.00	0.00
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	0	0.00	0.00	0.00	0.00	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	0	0.00	0.00	0.00	0.00	0.00
400-999-681-01 THURMAN AVE PROJECT	0	0.00	0.00	0.00	0.00	0.00
400-999-682-00 RAW WATER TURE METER	0	0.00	0.00	0.00	0.00	0.00
400-999-682-01 PROPERTY PURCHASE 161 WOO	0	0.00	0.00	0.00	0.00	0.00
400-999-682-02 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-682-03 PLANT PUMP REPAIRS 2023	0	0.00	0.00	54,448.00 (54,448.00)	0.00
400-999-682-04 SUPERVISOR TRUCK	20,836	3,778.24	7,264.80	0.00	13,571.20	34.87
400-999-682-05 BACKHOE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-06 CAPSTONE REPAIR WTP BLDGS	0	0.00	0.00	0.00	0.00	0.00
400-999-682-07 ROOFING SEAM REPAIR	0	0.00	0.00	0.00	0.00	0.00
400-999-682-08 CADD SOFTWARE LICENSE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-09 TANK MIXERS TENNERTON TAN	0	0.00	0.00	0.00	0.00	0.00
400-999-682-10 N BUCKHANNON TANK CAGE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-11 CHEMICAL PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-682-12 DEER CREEK LINE	50,000	0.00	0.00	0.00	50,000.00	0.00
400-999-683-00 SECURITY GATE	0	0.00	0.00	0.00	0.00	0.00
400-999-684-00 TANK INSPECTIONS	0	0.00	0.00	0.00	0.00	0.00
400-999-685-00 SECURITY FENCING ALL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-686-00 REBUILD ALTITUDE AND PRV	0	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

10-10-2023 05:04 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2023

400-WATER

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-693-00 CAPSTONE REPAIR WTP	0	0.00	0.00	0.00	0.00	0.00
400-999-694-00 18' SILENT CHECK VALVE	0	0.00	0.00	0.00	0.00	0.00
400-999-695-00 3 & 4 FILTER REHAB	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	123,836	3,778.24	7,264.80	54,448.00	62,123.20	49.83
TOTAL CAPITAL/PROJECTS	402,836	3,778.24	7,264.80	54,448.00	341,123.20	15.32
TOTAL EXPENDITURES	3,086,943	240,907.76	691,788.81	92,498.22	2,302,655.97	25.41
REVENUE OVER/(UNDER) EXPENDITURES	(765,943)	3,726.75	41,278.54	(92,498.22)	(714,723.32)	6.69

SEPTEMBER 2023 WATER PAYMENT OF BILLS

\$26,529.48 – PHOENIX SOLUTIONS – CHEMICAL COSTS

\$2,966.01 – ZORO.COM – 5 GAL 460 OIL, 5GAL 220 OIL & 1GAL 100 OIL

\$2,297.68 – OVIVO USA LLC – BEARINGS FOR FLOC MOTORS

\$5,800.00 – C.I. THORNBURG – WIRE BOOSTER AT INDUSTRIAL PARK

\$7,608.59 – FERGUSON WATERWORKS – CORP STOPS, SERVICE LINE MATERIALS, MAIN LINE MATERIALS, METER BARRELS & MAIN LINE PARTS FOR TAYLOR STREET.

10-10-2023 04:47 PM

DISBURSEMENTS 9-1-23 to 9-30-23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
RESERVIOR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110088822306 OHIO LIFT STA	1,581.14
		601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	9.70
		601-342-00	MAINTENANCE RIVER IN	PIPE FITTINGS INTAKE GENE	18.20
		601-342-00	MAINTENANCE RIVER IN	LIGHT BULBS WET WELL	5.98
				TOTAL:	1,615.02
WATER PLANT	MON POWER	642-211-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	9,217.37
		642-345-00	UNIFORMS PERSONAL SA	ALL DEPT UNIFORMS AUGUST 2	231.28
		642-342-00	MAINT TREATMENT PLAN	THERMOSTAT FOR HEATER	98.95
		642-342-00	MAINT TREATMENT PLAN	THERMOSTATS FOR HEATERS	43.97
		642-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 8/2/23-9/4/2023	329.51
		642-105-00	HEALTH INSURANCE	WATER SEPT 2023 HEALTH INS	2,502.92
		642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	16.85
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	51.15
		642-346-00	MAINT TREATMENT PLAN	PCRD-TRANSFER PUMP	64.99
		642-342-00	MAINT TREATMENT PLAN	CLEANING SUPPLIES	311.32
		642-349-00	COMPLIANCE MONITORIN	FLUORIDE TEST AUG 2023	15.00
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	668.18
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	576.00
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	576.00

10-10-2023 04:47 PM

DISBURSEMENTS 9-1-23 to 9-30-23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	564.89
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	489.60
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	489.60
	BENNY'S BOOT HILL	642-344-00	GENERAL EQUIPMENT MA	PCRD-SAFETY BOOTS TOM WOOD	149.90
		642-348-00	CHEMICAL COSTS		9,147.49
		642-348-00	CHEMICAL COSTS	PREMIER PAC	3,872.00
		642-348-00	CHEMICAL COSTS	PREMIER PAC & CARBON	7,152.00
		642-348-00	CHEMICAL COSTS	CHEMICALS	6,357.99
	WALMART STORES INC -BUCKHANN	642-347-00	PLANT LAB MAINT & SU	SUPPLIES FOR LAB	160.32
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	850.89
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	735.41
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	735.94
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	199.01
	CLARKSBURG WATER BOARD	642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	171.99
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	172.12
		642-349-00	COMPLIANCE MONITORIN	BACT SAMPLES AUG 2023	230.00
		642-349-00	COMPLIANCE MONITORIN	BACT-T SAMPLES SEP 2023	230.00
		642-342-00	MAINT TREATMENT PLAN	PCRD-PAPER TOWEL DISPENSER	342.75
	AMAZON.COM	642-341-00	OFFICE EXPENSE	PCRD-OFFICE SUPPLIES	78.56
		642-349-00	COMPLIANCE MONITORIN	STAGE II DBP ANALYSIS	454.00
	PACE ANALYTICAL SERVICES LLC	642-349-00	COMPLIANCE MONITORIN	IOC SAMPLES - COAL SPILL	355.00
		642-346-00	MAINT TREATMENT PLAN	IT SERVICES JULY 2023	743.43
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	SEP 2023 WATER ANTENNA REN	35.00
		642-346-00	MAINT TREATMENT PLAN	PCRD-5GAL 460 OIL 5GAL 220	2,862.34
	ZORO.COM	642-346-00	MAINT TREATMENT PLAN	PCRD-1GAL 100 OIL	103.67
		642-211-00	UTILITIES - ELEC, GA	PCRD-AUG CELL PHN & GEOTAB	331.97
	AT&T MOBILITY	642-343-01	PLANT VEHICLE FUEL	WATER FUEL BILL AUG 2023	246.58
		642-346-00	MAINT TREATMENT PLAN	BEARINGS FOR FLOC MOTORS	2,297.68
	WORLD FUEL SERVICES, INC.	642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	67.76
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	66.71
	OVIVO USA, LLC	642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	46.34
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	46.34
	FRONTIER	642-221-00	TRAINING & CONTINUED	PCRD-COURSE FOR CEH'S JUST	215.00
		642-221-00	TRAINING & CONTINUED	9/01/2023 - 9/30/2023	37,380.73
	SUNCOAST LEARNING.COM				
		**PAYROLL EXPENSES			92,040.16
	WATER LINES	660-211-00	UTILITIES - ELEC,GAS	110085818216 DEERCKBOOSTER	81.02
		660-211-00	UTILITIES - ELEC,GAS	110085973250 RT 3	5.52
		660-211-00	UTILITIES - ELEC,GAS	110085813894 DEERCKTANK	5.27
		660-211-00	UTILITIES - ELEC,GAS	110088788390 HIGH SCHOOL	1,254.81
		660-211-00	UTILITIES - ELEC,GAS	110100156634 ST JOE TOWER	12.26
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	5.60
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	5.91
		660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	111.12
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	5.79
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	5.00
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	5.95
	UNIFIRST CORP.	660-345-00	UNIFORMS-PERSONAL SA	ALL DEPT UNIFORMS AUGUST 2	231.29
		660-353-00	MAPPING & LINE LOCAT	GIS SVCS 8/1-8/31	27.50
	RITE-WAY HEATING & PLUMBING	660-347-00	BOOSTER PUMP BLDG EQ	PCRD-2IN BRASS UNION INDU	65.42
		660-352-00	NEW SERVICES, UPGRAD	TRACER WIRE	95.00
	ENCOVA INSURANCE	660-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 8/2/23-9/4/2023	329.51
		AIRGAS USA, LLC	GENERAL EQUIPMENT MA	CLAMPS & REFILL TANKS	417.34
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WATER SEPT 2023 HEALTH INS	5,558.78
		MOUNTAINEER GAS COMPANY	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	16.85

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DISBURSEMENTS 9-1-23 to 9-30-23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AUTO ZONE	660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	51.16
		660-343-00	VEHICLE MAINTENANCE	CLEANING SPPLS VEHICLES	193.03
		660-343-00	VEHICLE MAINTENANCE	TRIM CLIPS FOR TRUCK DOOR	3.19
		660-344-00	GENERAL EQUIPMENT MA	DIESEL EXHAUST FLUID	26.99
		660-347-00	BOOSTER PUMP BLDG EQ	WIRE BOOSTER IND PRK	5,800.00
	C.I. THORNBURG CO., INC.	660-353-00	MAPPING & LINE LOCAT	AUG 2023 LOCATE MESSAGES	79.83
		660-344-00	GENERAL EQUIPMENT MA	PCRD-RACHET STRAPS	14.98
		660-344-00	GENERAL EQUIPMENT MA	PCRD-GRINDERS	177.96
		660-342-00	MAINTENANCE GARAGE B	REFRIGERATOR MAINT SHOP	664.05
		660-352-00	NEW SERVICES, UPGRAD	CR STONE THURMAN AVE	567.84
	MISS UTILITY OF WEST VIRGINI	660-352-00	NEW SERVICES, UPGRAD	PCRD-SHIP METERS BACK	61.23
		660-344-00	GENERAL EQUIPMENT MA	WEED EATER GEAR HEAD	83.08
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,177.96
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,200.66
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,261.14
	LOWES BUSINESS ACCOUNTS	660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	286.56
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	230.40
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	244.44
		660-352-00	NEW SERVICES, UPGRAD	CORP STOPS	603.36
		660-352-00	NEW SERVICES, UPGRAD	SERVICE LINE MATERIAL	1,269.50
	BRUFFEY TRUCKING INC	660-352-00	NEW SERVICES, UPGRAD	MAIN LINE MATERIAL	3,790.32
		660-352-00	NEW SERVICES, UPGRAD	METER BARRELS	565.95
		660-352-00	NEW SERVICES, UPGRAD	MAIN LINE PARTS TAYLOR ST	1,379.46
		660-221-00	TRAINING & CONTINUED	BACKFLOW CLASSES	900.00
		660-344-00	GENERAL EQUIPMENT MA	HAMMER FLARES	145.71
	ACE HARDWARE & CONTRACTOR SU	660-221-00	TRAINING & CONTINUED	PCRD-LODGING TYSON	578.00
		660-352-00	NEW SERVICES, UPGRAD	PCRD-25FT HDMI CABLE	14.97
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,013.48
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	990.55
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,041.89
	CRISS SALES & SERVICE	660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	237.04
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	231.67
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	243.69
		660-341-00	OFFICE EXPENSE	PCRD-BADGY ID CARD PRINTER	116.50
		660-348-00	DISTRIBUTION TANK MA	PCRD-RECHARGEABLE BATTERIE	335.88
	WV PUBLIC EMPLOYEES RETIREME	660-211-00	UTILITIES - ELEC,GAS	PCRD-AUG CELL PHN & GEOTAB	331.95
		660-343-01	LINE VEHICLE FUEL	DIESEL FOR GENERATOR	1,183.13
		660-343-01	LINE VEHICLE FUEL	WATER FUEL BILL AUG 2023	1,066.57
		660-211-00	UTILITIES - ELEC,GAS	472-2530-101615-4 WATER	67.77
		660-211-00	UTILITIES - ELEC,GAS	30401156600826024 WAT TELE	66.71
	FERGUSON WATERWORKS	660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	46.35
				9/01/2023 - 9/30/2023	48,901.63
				TOTAL:	85,486.52
	WATER METERS	902-226-00	WORKERS COMP/ INSURA	WCN6007140 8/2/23-9/4/2023	329.51
				TOTAL:	329.51
	OFFICE/ADMIN	920-341-00	MATERIALS & SUPPLIES	WINDOW ENVELOPES	115.69
		920-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 8/2/23-9/4/2023	45.41
		920-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 8/2/23-9/4/2023	3.40
		920-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 8/2/23-9/4/2023	22.37
		920-341-00	MATERIALS & SUPPLIES	JULY 2023 LOC FEES	92.13
	HART OFFICE SOLUTIONS INC	920-105-00	HEALTH INSURANCE	WATER SEPT 2023 HEALTH INS	1,324.63
		920-999-00	ADM BOARD-BILLING MI	CITY HALL COPIER OVERAGE 9	12.03

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DISBURSEMENTS 9-1-23 to 9-30-23

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WESTFIELD INSURANCE	920-352-00	PROPERTY INSURANCE	4-1-23 TO 4-1-24 QTRLY PYM	4,971.30
		920-341-00	MATERIALS & SUPPLIES	PAINT ROLLER COVERS	7.12
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	460.65
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	474.77
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	465.00
	LOWES BUSINESS ACCOUNTS	920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	24.93
		920-341-00	MATERIALS & SUPPLIES	PERMIT #10 POSTAGE	750.00
		920-341-00	MATERIALS & SUPPLIES	AUG 2023 AA FEES	280.08
		920-350-00	PROFESSIONAL & LEGAL	CONTRACT ATTORNEY OCT 2023	1,250.00
		920-341-00	MATERIALS & SUPPLIES	AUG 2023 CC FEES	2,163.25
	WV PUBLIC EMPLOYEES RETIREME	920-999-00	ADM BOARD-BILLING MI	SEP 2023 COPIER LEASE CITY	155.52
		920-341-00	MATERIALS & SUPPLIES	CLEANING SPPLS CITY HALL	31.92
		920-341-00	MATERIALS & SUPPLIES	CLEANING SPPLS CITY HALL	37.64
		920-999-00	ADM BOARD-BILLING MI	PCRD-STAMP FOR COLLECTION	21.91
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	317.26
	BUCKHANNON POSTMASTER	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	327.00
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	440.07
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	74.19
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	76.47
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	102.91
	PAYROLL ACCOUNT (ALL DEPTS)	920-999-00	ADM BOARD-BILLING MI	PCRD-FLASH DRIVES STICKER	33.11
		920-999-00	ADM BOARD-BILLING MI	PCRD-STORAGE BOXES	18.06
		920-211-00	UTILITIES - ELEC,GAS	PCRD-AUG CELL PHN & GEOTAB	51.18
		920-341-00	MATERIALS & SUPPLIES	INK CARTRIDGE POSTAGE MACH	40.76
		920-999-00	ADM BOARD-BILLING MI	SEPTEMBER 2023 POSTAGE	250.00
	THOMAS J O'NEILL	920-341-00	MATERIALS & SUPPLIES	SEP 2023 MAILER & INSTR &	134.87
		920-999-00	ADM BOARD-BILLING MI	SEP 2023 CITY HALL INTERNE	214.63
		920-341-00	MATERIALS & SUPPLIES	2023-24 RCT PRINTER MAINT	108.78
		920-341-00	MATERIALS & SUPPLIES	AUG 2023 UTILITY COLLECTIO	24.54
		920-211-00	UTILITIES - ELEC,GAS	472-1651-101515-4 CITY HAL	72.88
	COLLECTION ACCOUNT	920-211-00	UTILITIES - ELEC,GAS	304-003-2273-060600-4	24.18
		920-352-00	PROPERTY INSURANCE	INS PREMIUM 4/1/23-4/1/24	2,675.01
				9/01/2023 - 9/30/2023	17,480.78
				TOTAL:	35,176.43
	TOSHIBA FINANCIAL SERVICES	970-221-00	WATER BOND A 2016	WATER BOND A PYMT SEP 2023	22,481.88
				TOTAL:	22,481.88
	WALMART STORES INC -BUCKHANN	999-682-04	SUPERVISOR TRUCK	25H3G4 21 RAM 1500 LEASE P	871.92
		999-682-04	SUPERVISOR TRUCK	23W5D4 2021 NISSAN LEASE P	716.18
		999-682-04	SUPERVISOR TRUCK	23W5D8 2021 NISSAN LEASE P	758.12
		999-682-04	SUPERVISOR TRUCK	23W5DC 2021 NISSAN LEASE P	716.01
		999-682-04	SUPERVISOR TRUCK	23W5DG 2021 NISSAN LEASE P	716.01
	DELUX BUSINESS FORMS			TOTAL:	3,778.24
	INTERNAL REVENUE SERVICE				
	AMAZON.COM				
	AT&T MOBILITY				
	KOMAX LLC				
	U.S. POSTAL SERVICE (CMRS-FP				
	FF FINANCE PROGRAM				
	OPTIMUM B2B, DEPT. 1264				
	TYLER TECHNOLOGIES INC				
	ROSSMAN & CO/PCB CORP				
	FRONTIER				
	TRAVELERS INSURANCE				
	**PAYROLL EXPENSES				

Motion to accept the September 2023 financial report was made by Thomas/Nestor. Motion carried.

D. Department Report

D.1 Water Department Report - Kelly Arnold reminded the Board that Tom Davis has passed the next certification level but he has not received the certificate so the City has not been able to provide Mr. Davis with an appropriate wage increase. Discussion took place.

He also reported on a conflict with the contractor on Taylor Street, which is Virco, with some of their work. Superintendent Arnold had a conversation with them regarding the conflicts and invoiced them for the repairs that the department has to make due to their subpar work. On the sewer side, Jay Hollen had conflicts with them and as a result, a new crew was brought in for the projects.

Mr. Arnold then provided his monthly report of activity including a discussion on the Source Water Meeting:

CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for September 2023

- Water leaks-4
- Weekly safety meetings.
- Locates.
- Renewed service -2
- New Services-2
- Residential meters changed-30
- Residential meters tested-19
- Meter change out.
- Thurman Ave. main line completed.
- Source water meeting.
- Main line at Tennerton booster has been installed.
- Tennerton booster station building piping is being installed.
- Taylor St. contractor caused leaks.
- Cleared brush on right of ways.
- Public Service District meters tested-0
- Meter testing.
- Meter barrel repairs.
- 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.
- 59.8 million gallons of water treated for month of September 1.99 million a day.
- Cost per million gallons treated for September \$309.74
- 23,245 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. -286
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment.

Unaccounted For Water through June 30, 2024

		Plant	Distribution	Sold to	Sold to	Percent
	Produced (a.)	Loss (b.)	Loss (c.)	City (d.)	PSDs (e.)	Loss
Jul-23	63,215,675	1,383,309	302,320	20,168,600	38,026,000	5.28%
Aug-23	62,983,871	1,359,494	103,000	20,993,400	33,379,400	11.35%
Sep-23	59,752,598	1,298,305	227,530	21,303,000	35,364,800	2.61%
Oct-23						#DIV/0!
Nov-23						#DIV/0!
Dec-23						#DIV/0!
Jan-24						#DIV/0!
Feb-24						#DIV/0!
Mar-24						#DIV/0!
Apr-24						#DIV/0!
May-24						#DIV/0!
Jun-24						#DIV/0!
Totals:	185,952,144	4,041,108	632,850	62,465,000	106,770,200	6.48%

D.2 Industrial Park Update – Mr. Arnold reported that the Mission - SCADA system has been installed. The cost is at approximately \$15,800.

D.3 Raw Pump #2 Update – This has been running with no issues.

D.4 Source Water Meeting – Discussed earlier in the meeting.

D.5 ARPA Projects Update – Jay Hollen reported that the Contract A is about 90% complete. Contract B is going well but we have a slowdown coming up due to a backorder issue with the electrical service.

PROJECTED COSTS TO DATE					
City of Buckhannon American Rescue Plan Act (ARPA) Infrastructure Expenditures To Date - Engineering through September 9, 2023 and Construction through September 29, 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	\$114,893.17	\$649,165.00
2	North Locust Street Upgrade	50	\$177,650.00	\$71,464.20	\$302,422.00
2a	North Locust Street CO 1 & 2	50	\$0.00	\$0.00	\$900.00
2b	North Locust Street CO 3 (Soil)	50	\$0.00	\$0.00	\$25,216.00
2c	North Locust Street CO 4 (Pending-Wrap)	50	\$0.00	\$0.00	\$14,890.00
2.5	Legal Ads	-	\$1,000.00	\$614.05	\$614.05
a.) Sanitary Sewer Subtotals:			\$630,212.50	\$186,971.42	\$993,207.05
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	\$9,535.00	\$0.00
b.) Storm Sewer Subtotal:			\$544,000.00	\$9,535.00	\$0.00
c.) Sewer Projects Subtotal:			\$1,174,212.50		\$993,207.05
d.) Sewer Consultant Engineering Fees (@ 8.5%):			\$99,808.06		\$196,506.42
e.) Sewer Projects Total (c. + d.):			\$1,274,020.56	\$1,191,452.64	\$1,189,713.47
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	\$30,000.00	\$134,205.00
4a	Tennerton WST Rehabilitation Legal Ads	-	\$1,000.00	\$1,002.24	\$1,002.24
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	-	\$30,022.11	\$278,025.00
8	Tennerton BS Building	5,544	\$106,250.00	\$30,022.10	\$172,500.00
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	\$43,610.00
f.) Water Subtotals:			\$1,080,750.00	\$178,283.62	\$836,717.24
g.) Water Consultant Engineering Fees:			\$100,509.75		\$178,283.62
h.) Water Projects Total (f. + g.):			\$1,181,259.75	\$1,191,452.64	\$1,015,000.86
COB Projects Improvements (e. + h.):			\$2,455,280.31		\$2,204,714.33
Contingency (@ 10%):			\$245,528.03		\$220,471.43
Total COB Project Improvements:			\$2,700,808.34		\$2,425,185.76
Overrun / Underrun:			-\$317,903.07		-\$42,280.49
Notes:					
Project 1: The \$649,165.00 for the Taylor Street is the estimated cost to construct the sanitary sewer collection system contained in the Base Bid (\$651,765.1 and Additive Alternate No. 1 - Pochantos HDPE via HDD (\$41,600.00) less the base bid materials credit (\$44,200.00).					
Project 2: The \$314,352.00 for the North Locust Street Sanitary Sewer Project is for the Base Bid (139,300.00) and Additive Alternate No. 1 (\$175,052.00).					
Project 3: No longer being constructed.					

D.6 FEMA Generator Update – Jay Hollen reported that the Public Safety Project will soon be completed and this will be the final FEMA generator project that we have in progress.

E. Correspondence and Information – Recorder Sanders reviewed the following items with the Board:

E.1 Bid Package: Water Quality Monitoring Equipment Purchase- Request for Bids 1 to 3

September 6, 2023

Craig Wasielewski Hach P O Box 608 Loveland, CO 80539-068 (sent via email)	David Peterson SWAN Analytical USA, Inc. 390 Holbrook Drive Wheeling, IL 60090 (sent via email)	Eric Dibble H F Scientific 16260 Airport Park Dr, Suite 140 Fort Myers, FL 33913 (sent via email)
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Re: Letter of Request For Bids No. 1
City Of Buckhannon Water Department
Water Quality Monitoring Equipment Purchase

The City of Buckhannon (City) will accept sealed bids for the Water Department Water Quality Monitoring Equipment (Project), which consists of the purchase, delivery and installation of one (1) low range settled (finished) water turbidity meter, (1) raw water turbidity meter, four (4) filter effluent turbidity meters and one (1) chlorine analyzer until 1:30 PM EST on Friday, October 6, 2023 at City Hall, at which time all received bids will be opened and publicly read aloud.

The Project, all contract specific-related work activities and all necessary appurtenances shall conform to the information requirements identified in this letter and on the Official Bid Form. The following are the minimum

requirements for the equipment that the City is requesting be supplied by the apparent Low Bidder:

1. One (1) Low Range (measured in NTUs) Laser Settled / Finished Water Turbidity Meter with the following capabilities / features:
 - a. EPA approved or EPA approved alternate,
 - b. Automatic cleaning,
 - c. Flow sensor,
 - d. Ability to perform system checks,
 - e. Six (6) month supply of all reagents required for standard cleaning & maintenance of the equipment,
 - f. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - g. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.
2. One (1) system controller for the Low Range Laser Settled / Finished Water Turbidity Meter, with the following capabilities / features:
 - a. Two (2) channels,
 - b. 5x mA output,
 - c. (2) digital sensors,
 - d. 100V – 240V AC,
 - e. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - f. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.
3. One (1) Raw Water Turbidity Meter with the following capabilities / features:
 - a. EPA approved or EPA approved alternate, and
 - b. Capable of monitoring NTU levels between 0.08 and 300.
 - c. Automatic cleaning,
 - d. Flow sensor,
 - e. Ability to perform system checks,
 - f. Six (6) month supply of all reagents required for standard cleaning & maintenance of the equipment,
 - g. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - h. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.
4. One (1) system controller for the Low Range Laser Settled / Finished Water Turbidity Meter, with the following capabilities / features:
 - a. Two (2) channels,
 - b. 5x mA output,
 - c. (2) digital sensors,
 - d. 100V – 240V AC,
 - e. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - f. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,

- v. Unlimited technical support telephone calls, and
- vi. Free unlimited firmware updates.

All equipment to be supplied and delivered by the apparent Low Bidder shall communicate directly with the Water Department’s existing Mission SCADA system (information on the SCADA system can be supplied upon request) without the need for the Water Department to purchase any additional equipment.

All clarifications, questions or comments regarding the contents of the letter or the Official Bid Form shall be submitted in writing and either mailed or faxed to the address below or emailed to kelly.arnold@buckhannonwv.org. No clarifications and questions will be accepted after 1:30 PM EST on Friday, September 22, 2023.

If a Bidder is submitting alternate products to the types of materials specified in the letter or the Official Bid Form, the Bidder shall provide product literature, including detailed specifications, drawings, product specification (cut) sheet and information, for review and approval by the Department no later than 1:30 PM EST on Friday, September 29, 2023.

All sealed envelopes containing the Official Bid Form shall have the following information in the lower left-hand corner for the respective Contract being bid:

Equipment Purchase Bid No. 1
“Name and Address of Bidder”
City of Buckhannon
Water Department Water Quality Monitoring Equipment Purchase

Each bid may either be hand delivered or mailed to the following address:

Mr. Kelly W. Arnold – Water Department Supervisor
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

No Bid may be withdrawn for a period of sixty (60) days after the time of the opening of the Bids. 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 Contracts at any time due to noncompliance with the City of Buckhannon’s expectations and requirements.

If any of you have any comments or questions regarding this letter, please feel free to email me at your convenience at kelly.arnold@buckhannonwv.org.

Sincerely,
Kelly W. Arnold
Water Department Supervisor

Attachments: Official Bid Form, dated September 1, 2023

c: Robert N. Skinner, III – Mayor
Members of City Council and Water Board
Jerry Arnold – Director of Public Works & Jay Hollen – City Engineer

September 6, 2023

Craig Wasielewski	David Peterson	Eric Dibble
Hach	SWAN Analytical USA, Inc.	H F Scientific
P O Box 608	390 Holbrook Drive	16260 Airport Park Dr, Suite 140
Loveland, CO 80539-068	Wheeling, IL 60090	Fort Myers, FL 33913
(sent via email)	(sent via email)	(sent via email)

Re: Letter of Request For Bids No. 2
City Of Buckhannon Water Department
Water Quality Monitoring Equipment Purchase

The City of Buckhannon (City) will accept sealed bids for the Water Department Water Quality Monitoring Equipment (Project), which consists of the purchase, delivery and installation of one (1) low range settled (finished) water turbidity meter, (1) raw water turbidity meter, four (4) filter effluent turbidity meters and one (1) chlorine analyzer until 1:30 PM EST on Friday, October 6, 2023 at City Hall, at which time all received bids will be opened and publicly read aloud.

The Project, all contract specific-related work activities and all necessary appurtenances shall conform to the information requirements identified in this letter and on the Official Bid Form. The following are the minimum requirements for the equipment that the City is requesting be supplied by the apparent Low Bidder:

5. Three (3) Low Range (measured in NTUs) Laser Filter Effluent Turbidity Meter with the following capabilities / features:

- a. EPA approved or EPA approved alternate,
 - b. Automatic cleaning,
 - c. Flow sensor,
 - d. Ability to perform system checks,
 - e. Six (6) month supply of all reagents required for standard cleaning & maintenance of the equipment,
 - f. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - g. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.
6. Three (3) system controller for the Low Range Laser Filter Effluent Turbidity Meter, with the following capabilities / features:
- a. Two (2) channels,
 - b. 5x mA output,
 - c. (2) digital sensors,
 - d. 100V – 240V AC,
 - e. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - f. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.

All equipment to be supplied and delivered by the apparent Low Bidder shall communicate directly with the Water Department's existing Mission SCADA system (information on the SCADA system can be supplied upon request) without the need for the Water Department to purchase any additional equipment.

All clarifications, questions or comments regarding the contents of the letter or the Official Bid Form shall be submitted in writing and either mailed or faxed to the address below or emailed to kelly.arnold@buckhannonwv.org. No clarifications and questions will be accepted after 1:30 PM EST on Friday, September 22, 2023.

If a Bidder is submitting alternate products to the types of materials specified in the letter or the Official Bid Form, the Bidder shall provide product literature, including detailed specifications, drawings, product specification (cut) sheet and information, for review and approval by the Department no later than 1:30 PM EST on Friday, September 29, 2023.

All sealed envelopes containing the Official Bid Form shall have the following information in the lower left-hand corner for the respective Contract being bid:

Equipment Purchase Bid No. 2
"Name and Address of Bidder"
 City of Buckhannon
 Water Department Water Quality Monitoring Equipment Purchase

Each bid may either be hand delivered or mailed to the following address:

Mr. Kelly W. Arnold – Water Department Supervisor
 City of Buckhannon
 70 East Main Street
 Buckhannon, WV 26201

No Bid may be withdrawn for a period of sixty (60) days after the time of the opening of the Bids.

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 Contracts at any time due to noncompliance with the City of Buckhannon's expectations and requirements.

If any of you have any comments or questions regarding this letter, please feel free to email me at your convenience at kelly.arnold@buckhannonwv.org.

Sincerely,
 Kelly W. Arnold

Water Department Supervisor

Attachments: Official Bid Form, dated September 1, 2023

c: Robert N. Skinner, III – Mayor
Members of City Council
Members of the Water Board
Jerry Arnold – Director of Public Works
Jay Hollen – City Engineer

September 6, 2023

Craig Wasielewski
Hach
P O Box 608
Loveland, CO 80539-068
(sent via email)

David Peterson
SWAN Analytical USA, Inc.
390 Holbrook Drive
Wheeling, IL 60090
(sent via email)

Eric Dibble
H F Scientific
16260 Airport Park Dr, Suite 140
Fort Myers, FL 33913
(sent via email)

**Re: Letter of Request For Bids No. 3
City Of Buckhannon Water Department
Water Quality Monitoring Equipment Purchase**

The City of Buckhannon (City) will accept sealed bids for the Water Department Water Quality Monitoring Equipment (Project), which consists of the purchase, delivery and installation of one (1) low range settled (finished) water turbidity meter, (1) raw water turbidity meter, four (4) filter effluent turbidity meters and one (1) chlorine analyzer until 1:30 PM EST on Friday, October 6, 2023 at City Hall, at which time all received bids will be opened and publicly read aloud.

The Project, all contract specific-related work activities and all necessary appurtenances shall conform to the information requirements identified in this letter and on the Official Bid Form. The following are the minimum requirements for the equipment that the City is requesting be supplied by the apparent Low Bidder:

1. One (1) Low Range (measured in NTUs) Laser Filter Effluent Turbidity Meter with the following capabilities / features:
 - a. EPA approved or EPA approved alternate,
 - b. Automatic cleaning,
 - c. Flow sensor,
 - d. Ability to perform system checks,
 - e. Six (6) month supply of all reagents required for standard cleaning & maintenance of the equipment,
 - f. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - g. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.
2. One (1) Chlorine Analyzer with the following capabilities / features:
 - a. Colorimetric DFD analysis capabilities,
 - b. Required operation range of 0.04 mg/L to 5.0 mg/L,
 - c. Standpipe installation kit, and
 - d. Six (6) month supply of reagents.
 - e. Full coverage warranty that includes the following:
 - i. All parts, labor, travel and per diem for either instrument setup & startup or a preventative maintenance visit, and
 - ii. All parts, labor, travel and per diem for on-site repairs and priority status.
 - f. Service agreement that includes the following:
 - i. Equipment setup,
 - ii. Equipment startup,
 - iii. All parts, labor, travel and per diem for on-site repairs and priority status,
 - iv. One (1) on-site equipment calibration per year,
 - v. Unlimited technical support telephone calls, and
 - vi. Free unlimited firmware updates.

All equipment to be supplied and delivered by the apparent Low Bidder shall communicate directly with the Water Department's existing Mission SCADA system (information on the SCADA system can be supplied upon request) without the need for the Water Department to purchase any additional equipment.

All clarifications, questions or comments regarding the contents of the letter or the Official Bid Form shall be

submitted in writing and either mailed or faxed to the address below or emailed to kelly.arnold@buckhannonwv.org. No clarifications and questions will be accepted after 1:30 PM EST on Friday, September 22, 2023.

If a Bidder is submitting alternate products to the types of materials specified in the letter or the Official Bid Form, the Bidder shall provide product literature, including detailed specifications, drawings, product specification (cut) sheet and information, for review and approval by the Department no later than 1:30 PM EST on Friday, September 29, 2023.

All sealed envelopes containing the Official Bid Form shall have the following information in the lower left-hand corner for the respective Contract being bid:

Equipment Purchase No. 3

"Name and Address of Bidder"

City of Buckhannon

Water Department Water Quality Monitoring Equipment Purchase

Each bid may either be hand delivered or mailed to the following address:

Mr. Kelly W. Arnold – Water Department Supervisor

City of Buckhannon

70 East Main Street

Buckhannon, WV 26201

No Bid may be withdrawn for a period of sixty (60) days after the time of the opening of the Bids.

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 Contracts at any time due to noncompliance with the City of Buckhannon's expectations and requirements.

If any of you have any comments or questions regarding this letter, please feel free to email me at your convenience at kelly.arnold@buckhannonwv.org.

Sincerely,

Kelly W. Arnold

Water Department Supervisor

Attachments: Official Bid Form, dated September 1, 2023

c: Robert N. Skinner, III – Mayor
Members of City Council
Members of the Water Board
Jerry Arnold – Director of Public Works
Jay Hollen – City Engineer

E.2 Letter from Thrasher RE: Hodgesville P.S.D. Murphy Station Road Emergency Waterline Extension Project

THRASHER

COMPLEX PROJECTS
REQUIRE RESOLVE
THRASHER'S GOT IT

September 22, 2023

**RE: Hodgesville Public Service District
Murphy Station Road Emergency Waterline Extension
Thrasher Project #T10-11067**

TO WHOM IT MAY CONCERN:

Please be advised the preconstruction conference for the above referenced project will be held on Tuesday, October 3, 2023 at 3:00 PM, LPT, at the Hodgesville Public Service District located at 188 Fayette Street, Upshur County, Buckhannon, WV 26201. **A representative from your organization with authority to sign contract documents should plan to attend.**

If you have any questions or need any additional information, please do not hesitate to call.

Sincerely,

THE THRASHER GROUP, INC.


ZACHARY MUSGROVE
Staff Engineer

cc: Wayne Morgan, WVJDC
Carrie Wallace, Region VII Planning & Development Council
Jeff Zurbuch, Busch, Zurbuch & Thompson, PLLC
WVDOH District #7
Hodgesville PSD
City of Buckhannon
Dominion Hope
Frontier
First Energy/Mon Power
Comcast

E.3 The Pipeline Newsletter from the Public Service Commission of WV-Summer 2023

<https://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>

E.4 Elkins Road P.S.D. Meeting Minutes-September 2023

Elkins Road Public Service District
Board of Directors' Regular Meeting
September 5, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, September 5, 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; Billing Clerk-Linzy Wilson; System Operator-David Wamsley

Phone in participants: None

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

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

Minutes of August 8, 2023 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. David Burr made a motion to approve the financial report and pay the bills to date. Seconded by Wendell Grose. Motion carried

WV CORP ANNUAL MEETING AND ELECTIONS-BRIDGEPORT BEST WESTERN

David Burr made a motion to approve closing the office on Friday, September 22nd to allow Carolyn Douglas and Linzy Wilson to attend the WV CoRP Annual Meeting. Wendell Grose seconded. Motion carried

PHASE III EXTENSION PROJECT

No one attended or phoned in for the Phase III Project as it is almost completed.

The Board had to reschedule the date with Region VII to begin setting up the system GIS.

Elkins Road Public Service District
Board of Directors' Regular Meeting
September 5, 2023

MAINTENANCE

Dave Wamsley gave the August Maintenance Report. We installed several taps and repaired a couple of big leaks which has dropped our water loss substantially. Water bill from City of Buckhannon is now about where it needs to be but we will continue to locate and repair any leaks that may be causing more water loss.

Dave had the generators refueled by Lykins in August.

Dave was ask to prepare a list of any items he may need to purchase to begin preparing for the cold weather.

There being no further business, the meeting adjourned on motion made by Dave Burr and seconded by Wendell Grose. Meeting adjourned at 5:30 p.m.

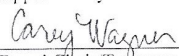
The next meeting will be held on Tuesday, October 3, 2023 at 5:00 p.m.

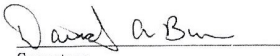
Respectfully submitted:

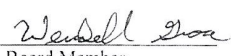
ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
David A. Burr


Board Member
Wendell R. Grose

E.5 Mt. Hope Water Association Meeting Minutes-August 2023

Mt Hope Water Association Minutes
Board of Directors Regular August Meeting - 8/21/2023

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday, August 21, at 6:00 pm, at the Mt Hope Water Office. The meeting was called to order by President Donnie Tenney, board members in attendance were, Nicholas Cutright, Tom Davis, Deborah Cvechko, Navonda Tenney and Marcella Kelley. Also in attendance were Secretary/Treasurer Laurie Adams, Chief Operator Jeff May, and Carrie Wallace - Region VII Planning and Development. Susan Riggs, Spilman, Thomas, & Battle, attended electronically for her portion of the meeting.

Minutes from the previous Regular Meeting were approved, a motion was made by Marcella, motion carried.

Carrie, along with Susan, spoke about the PSC filing of our water improvement project. Paperwork pertaining to the filing was handed out and reviewed by the board. A motion was made by Marcella, to approve President Tenney's signature on Form #4, PSC application for a certificate filing, when it's in its final form, motion carried. Carrie offered to assist in acquiring his notarized signature if it is needed before the next meeting.

The Treasurer's Report was presented along with the past month's bank statements, they were accepted for audit. Laurie added, debt reserve will be withdrawn from this month, to assist in paying bills. The Truck Report was presented and approved, with mention of the air conditioner having issues. The Mt Hope Monthly Report was presented and approved. The Water Loss Report was reviewed and approved. Jeff presented the Operator's Report and added a customer that did not call 811, hit our service line and will be billed for the repair (A. Streets). Per Jeff's request, a motion was made by Nicholas to approve the purchase of safety t-shirts, for field technician Darrel Day, motion carried. The leak adjustment presented was approved, a motion was made by Nicholas, motion carried. Laurie informed the board about a customer who said they paid their bill with cash in the dropbox, after hours even though it is posted "No Cash". The cameras were reviewed, with no definite determination of her claim. A motion was made by Tom to approve crediting the account, without penalty to the employee involved, motion carried. Debbie said the customers that make cash payments in the box, after hours, need to be informed we will not accept cash payments in the box. Another sign has been posted.

Laurie updated the board on the Annual Report. She and Jeff have worked on some of the paperwork requested by Bennett & Dobbins, a representative from their office will be on site September 1, 2023.

The recent water bills had a bold message on them stating "Violation MOR Incomplete 6/1-30/22", and an alert was posted on our website. This was done to inform our customers about our tier 3 violation. The board also received an invitation from the City of Buckhannon Water Board to attend the September 14, 2023, meeting they are holding at City Hall. There being no further business, a motion was made by Nicholas to adjourn the meeting, motion carried.

Secretary/Treasurer - Laurie Adams

E.6 Adrian P.S.D. Meeting Minutes-September 2023

Adrian Public Service District
September 7, 2023
Monthly Board Meeting

Present from Adrian PSD: *Paul Spencer, Chairman; Carolyn Douglas, Vice Chairman; Kelly Arnold, Sec./Treas.; Eric Brunn, Chief Water Operator; Norma Woody, Manager and Alicia Wright, Assistant Manager.*

All motions were unanimous unless otherwise noted.

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

Minutes of the **August 3, 2023 board meeting** were read. Paul made a motion to approve the minutes and Kelly seconded. Motion carried. **Minutes of the August 17, 2023 project meeting** were read. Paul made a motion to approve the minutes and Kelly seconded. Motion carried.

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

Old Business

- None

New Business

- None

Items for Discussion/Action/Approval

- Norma advised the board of front parking lot paving completion.

Maintenance Report

- Repaired water leaks at Fishers/Lick Run/Gougerville/Alexander Bridge.
- Installed two new services.
- Repaired three service leaks
- Installed new antennas for Phase VIII telemetry upgrade.

Office Report

- Lead & Copper Sampling 2023 Completed.


Adjournment

The meeting adjourned at 4:00 pm.

The next **board meeting** will be **October 6, 2023 at 3:00 pm**.
The next **project meeting** will be **October 24, 2023 at 3:00 pm**.

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Adrian Public Service District
September 20, 2023
Phase VIII Project Meeting

Present from Adrian PSD: Kelly Arnold, Sec/Treas.; Carolyn Douglas, Vice Chairman; Paul Spencer, Chairman via home; Eric Brunn, Chief Water Operator and Norma Woody, Manager.

Visitors: Trey Hornor, P.E. President Hornor Brothers Engineering
Carry Wallace, Program Coordinator, Region VII
Doug Heater, Superintendent, Pro Contracting
Wayne Beechler, Mid-Atlantic Storage Systems

All motions were unanimous unless otherwise noted.

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

Items for Discussion/Action/Approval

- Trey Hornor, Hornor Brothers Engineering reviewed progress and status of construction (78.2% complete as of August 31, 2023). Indian Camp complete, Get Out Rd complete, Frenchton Rd complete, Little Trace Run Rd complete, Holly Grove Rd complete, Alexander Rd complete, portion of Eden complete; working on Route 20, Eden Rd/Gaines and Metzner Hollow Rd, Helvetia to Pickens.
- Norma requested approval of **Resolution No. 10 of the Phase VIII water extension project**. Kelly made a motion to approve, and Carolyn seconded the motion. Motion carried.
- Norma requested approval of **Adverse Weather Day calculation sheets for Phase VIII water extension project**. Contract 1 (0 days), Contract 2 (0 days), Contract 3 (3 days). Carolyn made the motion to approve, and Kelly seconded the motion. Motion carried.
- **Contract #2 Change Order #3 Pro-Contracting** (ATS) Automatic Transfer Switch. Kelly made a motion to approve, and Carolyn seconded the motion. Motion carried.
- **Contract #3 Change Order #5 Mid-Atlantic Storage Systems** (SCADA) Supervisory control and data acquisition for maintenance shop. Carolyn made the motion to approve, and Kelly seconded the motion. Motion carried.
- Schedule for Contracts are as follows: Contract 1-Pro Contracting (1 crew working), Contract 2-Pro Contracting (2 crews working), Contract 3-Mid Atlantic Storage Systems (sites complete; tank erection to start by first of October).
- Norma requested approval of **Engineering Amendment No. 5**. Carolyn made a motion to approve, and Kelly seconded the motion. Motion carried.
- Hornor Brothers Engineers provided update on start-up of Booster Stations and Eden Road start-up, along with addressing complaints/concerns of customers.

Adjournment

The meeting adjourned at 4:00 pm.

Board of Directors

Next regular board meeting will be **October 6, 2023** at 3:00 pm.
Next project meeting will be **October 24, 2023** at 3:00 pm.


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Discussion on certain correspondence and information took place.

F. Consent Agenda

F.1 Approval of Minutes: 12/08/22, 04/13/23, 04/20/23

Pending: Regular 08/10/23, 09/14/23, Special 09/14/23 with P.S.D.s, Special 09/22/23

Recorder Sanders reported on the following minutes that are being presented for approval: Regular meeting of 12/08/22, 04/13/23, 04/20/23 and 8/10/23.

Motion to approve the minutes for the regular meeting of 12/08/22, 04/13/23, 04/20/23 and 8/10/23 was made by Nestor/Rizo. Motion carried.

Mr. Hollen provided further updates on the ARPA Projects. Discussion took place.

G. Strategic Issues for discussion and vote:

G.1 WTP Evaluation Additional Services-Scoping Visit for Non-Destructive concrete testing services by ECS Limited – Action taken earlier in the meeting.

G.2 WTP Evaluation Additional Services-Non-Destructive Concrete Testing Services by ESC Limited – Action taken earlier in the meeting.

G.3 Acceptance of Bid Opening Results -Request for Bids 1 through 3- Water Quality Monitoring Equipment Purchase – Action taken earlier in the meeting.

G.4 Fire Hydrant & 4' Water Mains Improvement Projects 2 – Action taken earlier in the meeting.

H. Executive Session Per WV Code § 6-9A-4 Litigation Matters- Beginning of the meeting.

I. Board Members Comments and Announcements

- **Don Nestor:** Mr. Nestor noted that we have a strong water system and perhaps we should promote that fact more often. A discussion with other Board members took place.
- **Erasmio Rizo:** Mr. Rizo noted that with a system such as this there is a lot to keep track of and he commended the department for bringing the issues to the Board members attention

in such an organized way.

- **Dave McCauley:** Mr. McCauley complimented the Board members for continuing to be engaged. He asked if we should revisit the meeting times noting that we used to meet in the afternoon hours. A discussion took place with most agreeing that the morning hours seem to be working well.
- **Dave Thomas:** Mr. Thomas noted that he was very impressed with this meeting in that it was very detailed with great participation and discussion by all.
- **Kelly Arnold:** Mr. Arnold spoke about a handout that he provided to the Board members regarding other lines in the city system that need attention.

J. Adjournment

At 9:23 AM, a motion to adjoin was made by Thomas/Rizo.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____