

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, April 18, 2024, at 7:30 a.m. in Council Chambers and by GoToMeeting (GTM). The following were in attendance:

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Absent
Assistant Recorder/Director of Finance	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Absent
City Engineer	Jay Hollen	Present - GTM
Mayor's Office	Barbara Hinkle	Present
Board Member	Phil Loftis	Present
Board Member	Mitchell Shaw	Present
Sanitary Superintendent	Ethan Crosten	Present
Utility Clerk/Minute Taker	Alice Teets	Present

Guests: None

*City of Buckhannon Sanitary Board-7:30 A.M. at City Hall in Council Chambers
Meeting Agenda for Thursday, April 18, 2024*

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. Finance Report-Amby

- C.1 March 2024

D. Department Report

- D.1 Plant Operations-Testing
- D.2 Maintenance Crew
- D.3 Line Crew #1
- D.4 Line Crew #2
- D.5 ARPA Projects Update
- D.6 Island Avenue Sewer Replacement Project
- D.7 FEMA Closeout Update

E. Storm Water Issues for Discussion and/or Vote

- E.1

F. Correspondence and Information

- F.1 New Release-The Buckhannon Sanitary Department Announces Island Avenue Project-Intermittent Street Closures
- F.2 WVDEP Lab Audit Corrective Action Letter
- F.3 WVDEP Lab Renewal
- F.4 Stormwater Permit Approval -100 Chestnut Street
- F.5 Deanville Pump Station Certificate of Substantial Completion

G. Consent Agenda

- G.1 Approval of Minutes 02/15/2024, 03/21/2024

H. Strategic Issues for Discussion and/or Vote

- H.1 Approval Sanitary Board Budget FY 24/25

I. Board Members Comments and Announcements

J. Adjournment

Posted 04/12/2024

A. Call to Order: The meeting was called to order by Mayor Skinner, who led those in attendance in a moment of silence and then the pledge to the flag of the United States of America.

B. Recognized Guests

- B.1

C. Finance Report-Amby

- C.1 March 2024:

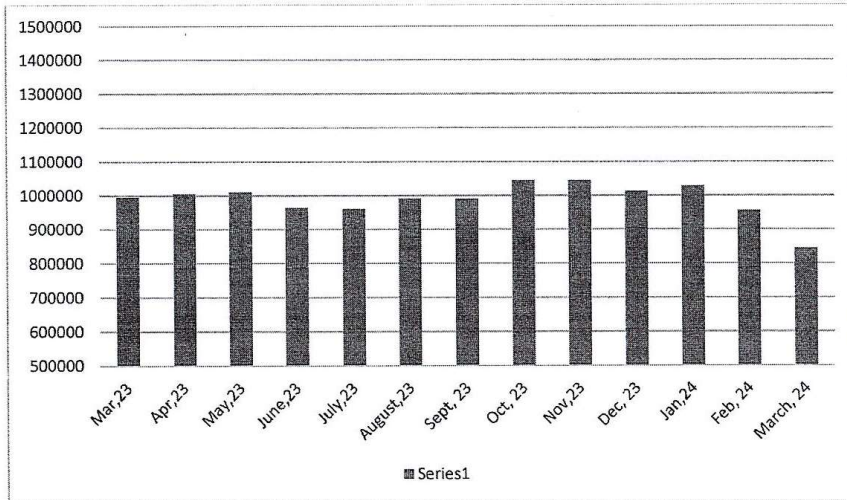
**SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance March 31, 2024

Money market checking \$844,508.59

CD Working Capital \$102,482.11
(CD#368265) open 4-26-23 4.18% matures 5-26-25

CD (373983) 5.05% maturity 8-16-24 \$105,597.55
CD (345244) 4.04% mature Sept 2024 \$25,595.17
CD (358003) 4.04% mature Sept 2024 \$225,996.07



**STORMWATER FUND
Balance March 31, 2024 \$160,429.57**

4-04-2024 09:46 AM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2024

PAGE: 4

401-SANITARY

% OF YEAR COMPLETED: 75.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
401-343-000-00 SEWER TAPS	1,000	0.00	1,440.00	0.00	(440.00)	144.00
TOTAL OTHER FEES	1,000	0.00	1,440.00	0.00	(440.00)	144.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	149,456.74	1,381,450.07	0.00	418,549.93	76.75
TOTAL UTILITY BILLINGS	1,800,000	149,456.74	1,381,450.07	0.00	418,549.93	76.75
HEALTH AND SAFETY						
401-351-000-00 BF SURCHARGE BILLING	0	0.00	0.00	0.00	0.00	0.00
401-351-100-00 WST RD CONSUMP SURC BILLIN	50	17.10	48.60	0.00	1.40	97.20
401-351-200-00 WST RD EXTEN SURCH BILLIN	1,750	250.00	2,250.00	0.00	(500.00)	128.57
401-352-000-00 INCOME FROM TENNERTON PSD	176,000	28,385.09	227,851.42	0.00	(51,851.42)	129.46
TOTAL HEALTH AND SAFETY	177,800	28,652.19	230,150.02	0.00	(52,350.02)	129.44
CHARGES FOR SERVICES						
401-362-000-00 DUE FROM GEN FUND-STORM S	0	0.00	0.00	0.00	0.00	0.00
401-362-000-01 SEPTAGE HAULERS	40,000	2,406.00	32,720.00	0.00	7,280.00	81.80
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	0.00	0.00	0.00	0.00
401-362-000-03 RT. 20 NORTH SEWER EXTENS	0	0.00	0.00	0.00	0.00	0.00
401-362-000-04 JAWBONE RUN PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-362-000-05 IJDC GRANT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	40,000	2,406.00	32,720.00	0.00	7,280.00	81.80
GRANTS						
401-368-000-00 CONTRIBUTION REVENUE	0	0.00	0.00	0.00	0.00	0.00
401-368-000-02 CONTRIB IN AID CONSTRUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	0	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES						
401-370-000-01 LATE CHARGES	23,000	2,371.85	21,864.85	0.00	1,135.15	95.06
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,371.85	21,864.85	0.00	1,135.15	95.06
OTHER REVENUE						
401-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
401-380-000-00 INTEREST	350	0.00	339.15	0.00	10.85	96.90
401-380-000-01 SALE OF ASSETS	0	0.00	0.00	0.00	0.00	0.00
401-381-000-00 SERVICES OF FLUSHER TRUCK	1,000	0.00	450.00	0.00	550.00	45.00
401-399-000-00 MISCELLANEOUS	2,000	579.00	5,916.75	0.00	(3,916.75)	295.84
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	3,350	579.00	6,705.90	0.00	(3,355.90)	200.18
TOTAL REVENUE	2,045,150	183,465.78	1,674,330.84	0.00	370,819.16	81.87

401-SANITARY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
POWER/FUEL/UTILITY						
=====						
SALARIES & BENEFITS						
401-711-113-00 PLANT POWER	91,000	7,606.74	68,989.84	0.00	22,010.16	75.81
TOTAL SALARIES & BENEFITS	91,000	7,606.74	68,989.84	0.00	22,010.16	75.81
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	24,000	2,319.15	19,116.85	0.00	4,883.15	79.65
TOTAL CONTRACTUAL SERVICES	24,000	2,319.15	19,116.85	0.00	4,883.15	79.65
COMMODITIES						
401-711-313-00 VICKSBURG	12,000	1,439.55	9,040.46	0.00	2,959.54	75.34
TOTAL COMMODITIES	12,000	1,439.55	9,040.46	0.00	2,959.54	75.34
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	9,500	1,380.32	8,094.86	0.00	1,405.14	85.21
TOTAL CAPITAL OUTLAY	9,500	1,380.32	8,094.86	0.00	1,405.14	85.21
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	375.97	1,804.52	0.00	1,195.48	60.15
TOTAL CONTRIBUTIONS	3,000	375.97	1,804.52	0.00	1,195.48	60.15
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	200.58	1,304.54	0.00	295.46	81.53
401-711-713-00 DEANVILLE	1,000	115.31	553.34	0.00	446.66	55.33
401-711-813-00 ISLAND AVENUE	500	43.18	222.33	0.00	277.67	44.47
401-711-913-00 MADISON STREET	500	52.25	268.11	0.00	231.89	53.62
401-711-914-00 TJM SEWAGE STATION	550	81.21	496.51	0.00	53.49	90.27
401-711-915-00 WESTON ROAD	600	0.00	338.14	0.00	261.86	56.36
401-711-916-00 HAMPTON INN PS	350	10.32	113.88	0.00	236.12	32.54
401-711-917-00 BRUSHY FORK PS	570	58.27	383.40	0.00	186.60	67.26
401-711-918-00 RT 20 SEWER PUMP STATION	200	10.32	76.61	0.00	123.39	38.31
401-711-919-00 1 BUCKHANNON RD	200	5.06	45.42	0.00	154.58	22.71
401-711-920-00 PLANT VEHICLES-2,3,8	30,900	3,223.06	17,932.82	0.00	12,967.18	58.04
401-711-920-01 TENNERTON INTERCEPTOR	5,000	737.18	2,825.43	0.00	2,174.57	56.51
401-711-920-02 NATURAL GAS	3,000	0.00	1,348.10	0.00	1,651.90	44.94
401-711-921-00 BROOKE ST PUMP STA	3,500	404.02	2,792.63	0.00	707.37	79.79
401-711-922-00 INDUSTRIAL PK PS	0	0.00	0.00	0.00	0.00	0.00
401-711-923-00 65-67 CLEVELAND AVE	300	21.21	106.40	0.00	193.60	35.47
TOTAL NON-OPERATING EXPENSES	48,770	4,961.97	28,807.66	0.00	19,962.34	59.07
TOTAL POWER/FUEL/UTILITY	188,270	18,083.70	135,854.19	0.00	52,415.81	72.16

401-SANITARY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,730	607.43	5,523.23	0.00	3,206.77	63.27
TOTAL COMMODITIES	8,730	607.43	5,523.23	0.00	3,206.77	63.27
TOTAL UNIFORMS	8,730	607.43	5,523.23	0.00	3,206.77	63.27
LINES						
=====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	13,600	2,296.08	11,597.97	0.00	2,002.03	85.28
TOTAL SALARIES & BENEFITS	13,600	2,296.08	11,597.97	0.00	2,002.03	85.28
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	40,000	588.40	18,304.33	3,967.63	17,728.04	55.68
TOTAL CONTRACTUAL SERVICES	40,000	588.40	18,304.33	3,967.63	17,728.04	55.68
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	2,000	13.98	13.98	0.00	1,986.02	0.70
TOTAL COMMODITIES	2,000	13.98	13.98	0.00	1,986.02	0.70
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	31,000	6,162.32	29,344.07	377.79	1,278.14	95.88
TOTAL CAPITAL OUTLAY	31,000	6,162.32	29,344.07	377.79	1,278.14	95.88
TOTAL LINES	86,600	9,060.78	59,260.35	4,345.42	22,994.23	73.45
PLANT						
=====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	18,600	1,880.60	11,599.43	588.04	6,412.53	65.52
TOTAL SALARIES & BENEFITS	18,600	1,880.60	11,599.43	588.04	6,412.53	65.52
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	29,400	921.00	22,173.65	0.00	7,226.35	75.42
TOTAL CONTRACTUAL SERVICES	29,400	921.00	22,173.65	0.00	7,226.35	75.42
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	21,000	1,807.59	13,809.72	221.16	6,969.12	66.81
TOTAL COMMODITIES	21,000	1,807.59	13,809.72	221.16	6,969.12	66.81
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	287,000	106,573.67	184,110.12	10,259.75	92,630.13	67.72
TOTAL CAPITAL OUTLAY	287,000	106,573.67	184,110.12	10,259.75	92,630.13	67.72

401-SANITARY

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	5,300	516.40	3,674.72	0.00	1,625.28	69.33
TOTAL CONTRIBUTIONS	5,300	516.40	3,674.72	0.00	1,625.28	69.33
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	106.36	7,208.86	204.34	4,586.80	61.78
401-714-743-00 TELEMETRY	2,600	179.50	1,617.30	0.00	982.70	62.20
TOTAL NON-OPERATING EXPENSES	14,600	285.86	8,826.16	204.34	5,569.50	61.85
TOTAL PLANT	375,900	111,985.12	244,193.80	11,273.29	120,432.91	67.96
SALARIES PLANT/LINES						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	266,000	18,576.26	151,547.53	0.00	114,452.47	56.97
401-715-101-01 PLANT COMPENSA ABSENCES	0	0.00	0.00	0.00	0.00	0.00
401-715-101-10 CAPTLIZ SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-103-00 LINE LABOR	440,000	42,992.38	259,393.02	0.00	180,606.98	58.95
401-715-103-01 LINE COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-715-103-10 CAPITLIZE SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-715-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-715-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	706,000	61,568.64	410,940.55	0.00	295,059.45	58.21
CONTRACTUAL SERVICES						
401-715-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	22.37	0.00	(22.37)	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	22.37	0.00	(22.37)	0.00
TOTAL SALARIES PLANT/LINES	706,000	61,568.64	410,962.92	0.00	295,037.08	58.21

SALARIES BOARD/OFFICE

SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	9,000.00	0.00	3,000.00	75.00
401-716-101-01 COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-103-00 OFFICE/CLERK ADM SALARIES	164,000	18,217.01	120,999.37	0.00	43,000.63	73.78
401-716-103-01 OFFICE COMP ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-716-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-716-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	176,000	19,217.01	129,999.37	0.00	46,000.63	73.86

401-SANITARY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	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
TOTAL SALARIES BOARD/OFFICE	176,000	19,217.01	129,999.37	0.00	46,000.63	73.86
FICA/INSURANCE						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	67,500	6,194.74	41,479.06	0.00	26,020.94	61.45
401-718-105-00 HEALTH INSURANCE	165,000	10,646.58	128,812.52	0.00	36,187.48	78.07
TOTAL SALARIES & BENEFITS	232,500	16,841.32	170,291.58	0.00	62,208.42	73.24
TOTAL FICA/INSURANCE	232,500	16,841.32	170,291.58	0.00	62,208.42	73.24
RETIREMENT						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	79,380	7,158.79	47,299.98	0.00	32,080.02	59.59
TOTAL SALARIES & BENEFITS	79,380	7,158.79	47,299.98	0.00	32,080.02	59.59
TOTAL RETIREMENT	79,380	7,158.79	47,299.98	0.00	32,080.02	59.59
UNEMPLOYMENT/COMPENSATION						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,600	886.82	9,001.37	0.00	11,598.63	43.70
TOTAL CONTRACTUAL SERVICES	20,600	886.82	9,001.37	0.00	11,598.63	43.70
TOTAL UNEMPLOYMENT/COMPENSATION	20,600	886.82	9,001.37	0.00	11,598.63	43.70
BILLING/COMPUTER/DEP INT						
CONTRACTUAL SERVICES						
401-783-232-00 MUN BOND FEES	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						
401-783-341-00 BILLING & COLLECTING	52,000	3,711.22	43,622.67	0.00	8,377.33	83.89
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	3,000.00	0.00	600.00	83.33
401-783-342-00 NEW COMPUTER CAPITAL OUTL	31,800	697.22	6,985.87	0.00	24,814.13	21.97

401-SANITARY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	1,000	0.00	2.12	0.00	997.88	0.21
TOTAL COMMODITIES	88,400	4,708.44	53,610.66	0.00	34,789.34	60.65
NON-OPERATING EXPENSES						
401-783-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
401-783-699-00 CONTINGENCY SAN BD DETERM	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 BILLING/COMPUTER/DEP INT	88,400	4,708.44	53,610.66	0.00	34,789.34	60.65
OFFICE EXPENSE =====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	49,000	5,564.73	38,133.99	444.97	10,421.04	78.73
TOTAL COMMODITIES	49,000	5,564.73	38,133.99	444.97	10,421.04	78.73
TOTAL OFFICE EXPENSE	49,000	5,564.73	38,133.99	444.97	10,421.04	78.73
PSC ASSESS/DNR PERMIT =====						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	5,500	0.00	4,586.91	0.00	913.09	83.40
401-797-117-00 DNR PERMIT	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL SALARIES & BENEFITS	8,500	0.00	4,586.91	0.00	3,913.09	53.96
TOTAL PSC ASSESS/DNR PERMIT	8,500	0.00	4,586.91	0.00	3,913.09	53.96
PROPERTY INSURANCE =====						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	48,000	2,485.83	23,574.85	0.00	24,425.15	49.11
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	48,000	2,485.83	23,574.85	0.00	24,425.15	49.11
TOTAL PROPERTY INSURANCE	48,000	2,485.83	23,574.85	0.00	24,425.15	49.11
RENTS =====						
CONTRACTUAL SERVICES						
401-803-219-00 RENTS	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CONTRACTUAL SERVICES	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL RENTS	10,000	0.00	0.00	0.00	10,000.00	0.00

401-SANITARY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PROFESSIONAL =====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSIONAL SERVICES	45,000	5,832.75	29,645.75	0.00	15,354.25	65.88
TOTAL CONTRACTUAL SERVICES	45,000	5,832.75	29,645.75	0.00	15,354.25	65.88
TOTAL PROFESSIONAL	45,000	5,832.75	29,645.75	0.00	15,354.25	65.88
BOND A =====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	0.00	127,644.21	0.00	43,355.79	74.65
TOTAL SALARIES & BENEFITS	171,000	0.00	127,644.21	0.00	43,355.79	74.65
TOTAL BOND A	171,000	0.00	127,644.21	0.00	43,355.79	74.65
BOND B =====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	0.00	20,331.06	0.00	7,668.94	72.61
TOTAL SALARIES & BENEFITS	28,000	0.00	20,331.06	0.00	7,668.94	72.61
TOTAL BOND B	28,000	0.00	20,331.06	0.00	7,668.94	72.61
CAPITAL/PROJECTS =====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	85,000	1,289.07	25,183.39	0.00	59,816.61	29.63
401-997-451-01 STORMWATER	0	0.00	0.00	0.00	0.00	0.00
401-997-451-02 BELT PRESS PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-997-451-03 BROOK ST/PS SEWER UPGRADE	0	0.00	0.00	0.00	0.00	0.00
401-997-451-04 ARPA PROJECTS OVERRUNS	100,000	0.00	0.00	0.00	100,000.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	30,000	17,000.00	17,000.00	0.00	13,000.00	56.67
401-997-453-00 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
401-997-454-00 NEW EQUIPMENT-CAPITAL	216,860	1,454.12	137,359.68	0.00	79,500.32	63.34
401-997-454-01 NEW EQUIP-BORE MACHINE	0	0.00	0.00	0.00	0.00	0.00
401-997-455-00 SEWER UPGRADE-CAPITAL	170,000	24,251.88	96,148.96	17,068.05	56,782.99	66.60
401-997-456-00 WESTON ROAD NORTH SIDE	0	0.00	0.00	0.00	0.00	0.00
401-997-456-01 WESTON RD -SOUTH SIDE	0	0.00	0.00	0.00	0.00	0.00
401-997-457-00 CAPITAL PURCHASE	0	0.00	0.00	0.00	0.00	0.00
401-997-458-00 EXP BRUSHY FRK TO GEN FUN	0	0.00	0.00	0.00	0.00	0.00
401-997-499-00 MISCELLANEOUS PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	601,860	43,995.07	275,692.03	17,068.05	309,099.92	48.64

401-SANITARY

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-997-570-00 DEPRECIATION CURRENT YEAR	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 CAPITAL/PROJECTS	601,860	43,995.07	275,692.03	17,068.05	309,099.92	48.64
DEPREC/AMORT/CONSTR						
CAPITAL OUTLAY						
401-999-459-00 DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
401-999-460-00 AMORTIZATION	0	0.00	0.00	0.00	0.00	0.00
401-999-461-00 ADVANCE FOR CONSTRUCTION	0	0.00	0.00	0.00	0.00	0.00
401-999-462-00 CONTRIBUTION BUDGETED TO	0	0.00	0.00	0.00	0.00	0.00
401-999-465-00 REPAY LOAN - CITY OF BUCK	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
CONTRIBUTIONS						
401-999-504-63 AMORT ISSUE COST (96 BOND)	0	0.00	0.00	0.00	0.00	0.00
401-999-504-65 BOND ISSUANCE COST	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 DEPREC/AMORT/CONSTR	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,923,740	307,996.43	1,785,606.25	33,131.73	1,105,002.02	62.21
REVENUE OVER/(UNDER) EXPENDITURES	(878,590)	(124,530.65)	(111,275.41)	(33,131.73)	(734,182.86)	16.44

426-STORMWATER FUND

% OF YEAR COMPLETED: 75.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
LIC PERMITS & FRANCHISE						
426-327-000-00 STORMWATER MISC PERMITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LIC PERMITS & FRANCHISE	0	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES						
426-369-000-00 CONTRIB FROM GEN FUND	100,000	0.00	100,000.00	0.00	0.00	100.00
TOTAL INTRAFUND CONTR/CHARGES	100,000	0.00	100,000.00	0.00	0.00	100.00
TOTAL REVENUE	100,000	0.00	100,000.00	0.00	0.00	100.00

426-STORMWATER FUND

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater						
SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	80,000	6,683.00	40,938.73	0.00	39,061.27	51.17
426-805-104-00 STORMWATER FICA	6,120	511.25	3,136.69	0.00	2,983.31	51.25
426-805-106-00 STORMWATER RET	7,200	601.47	3,684.48	0.00	3,515.52	51.17
TOTAL SALARIES & BENEFITS	93,320	7,795.72	47,759.90	0.00	45,560.10	51.18
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	20,000	1,595.07	16,189.96	310.60	3,499.44	82.50
TOTAL COMMODITIES	20,000	1,595.07	16,189.96	310.60	3,499.44	82.50
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	206,680	5,538.90	70,293.89	0.00	136,386.11	34.01
TOTAL CAPITAL OUTLAY	206,680	5,538.90	70,293.89	0.00	136,386.11	34.01
TOTAL stormwater	320,000	14,929.69	134,243.75	310.60	185,445.65	42.05
TOTAL EXPENDITURES	320,000	14,929.69	134,243.75	310.60	185,445.65	42.05
REVENUE OVER/(UNDER) EXPENDITURES	(220,000)	(14,929.69)	(34,243.75)	(310.60)	(185,445.65)	15.71

SANITARY MARCH 2024 PAYMENT OF BILLS

\$4,180.14 – CLEVELAND BROTHERS – CYLINDER & SEALS

\$2,470.00 – POTESTA – CONSTRUCTION ADMIN DEANVILLE PUMP STATION

\$95,287.50 – BEAR CONTRACTING- DEANVILLE PUMP STATION PAYMENT APPLICATION

\$13,337.80 – C.I. THORNBURG – CASTINGS, TOOLS & PIPES

\$9,829.23 – FOSTER SUPPLY – MANHOLES

17,000.00 – PRECISION PUMP & VALVE- CONTROL PANEL PUMP STATION #5

STORMWATER MARCH 2024 PAYMENT OF BILLS

\$2,500.00 – FERGUSON WATERWORKS – HDPE PIPE

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FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-713-00	DEANVILLE	110086407977 DEANVILLE	65.95
		711-313-00	VICKSBURG	110086525471 SYCAMORE	1,439.55
		711-913-00	MADISON STREET	110087327497 RANDOLPH	52.25
		711-513-00	WOOD/RITCHIE STS	110086976856 WOOD	375.97
		711-413-00	EAST MAIN ST	110084766556 E MAIN	57.17
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	10.32
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	43.18

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FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	81.21		
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	58.27		
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	10.32		
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	7,606.74		
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,319.15		
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	200.58		
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNON	5.06		
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	404.02		
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	21.21		
		711-713-00	DEANVILLE	110086407977 DEANVILLE	49.36		
		711-413-00	EAST MAIN ST	110084766556 E MAIN	1,323.15		
		TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	FEB 2024 WESTON RD BILLING	380.90	
			711-920-01	TENNERTON INTERCEPTO	JAN 2024 WESTON RD BILLING	356.28	
		GREYLOCK PIPELINE, LLC	711-920-00	PLANT VEHICLES-2,3,8	FEB 2024 SALES	198.09	
		FLYERS ENERGY LLC	711-920-00	PLANT VEHICLES-2,3,8	SAN OCT 2023 FUEL BILL	1,457.15	
			711-920-00	PLANT VEHICLES-2,3,8	SAN FEB FUEL BILL	1,567.82	
					TOTAL:	18,083.70	
		UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	ALL DEPT UNIFORMS & RUG FE	607.43
						TOTAL:	607.43
		LINES	REGION VII PLANNING PDC	713-443-00	EQUIPMENT & MAINTENA	REVIEW ARCHIVE PROJECT	65.00
713-143-00	FACILITIES MAINTENAN			PRINTER	313.37		
713-143-00	FACILITIES MAINTENAN			WELDING SUPPLIES	607.30		
713-243-00	SUPPLIES LINES			SKID STEER AD FOR BIDS	33.34		
713-443-00	EQUIPMENT & MAINTENA			MESSAGE FEE FEB 2024	44.17		
713-243-00	SUPPLIES LINES			PCRD-LUMBER & WHITE PAINT	99.24		
713-443-00	EQUIPMENT & MAINTENA			HYDRAULIC HOSE	106.36		
713-243-00	SUPPLIES LINES			GLOVES	352.84		
713-243-00	SUPPLIES LINES			PCRD-HITCH BALLS	35.98		
713-343-00	STREET DEPT SERVICES			PCRD-HITCH PINS	13.98		
713-143-00	FACILITIES MAINTENAN			SHIRTS	539.25		
713-243-00	SUPPLIES LINES			LAB TEST MATTHEW MATHENY	67.00		
713-143-00	FACILITIES MAINTENAN			MISC PLANT SUPPLIES	272.41		
713-143-00	FACILITIES MAINTENAN			PCRD-GEL PENS BATTERIES TA	70.94		
713-143-00	FACILITIES MAINTENAN			PCRD-AMERICAN FLAGS	109.93		
713-143-00	FACILITIES MAINTENAN			PCRD-CERTIFICATE FRAMES	39.99		
713-143-00	FACILITIES MAINTENAN			PCRD-GLOVES	77.10		
713-443-00	EQUIPMENT & MAINTENA			3/2 CYLINDER NEW SEALS	4,180.14		
713-443-00	EQUIPMENT & MAINTENA			SIDEWALK CODE ENF WRK MGT P	1,666.66		
713-143-00	FACILITIES MAINTENAN			WATER	139.80		
713-143-00	FACILITIES MAINTENAN	RUBBER BOOTS	125.99				
713-443-00	EQUIPMENT & MAINTENA	GRASS SEED	99.99				
			TOTAL:	9,060.78			
PLANT	WARE'S GLASS AND AWNING, LLC	714-343-00	EQUIPMENT MAINTENANC	TRAILER LINE	47.76		
		714-343-00	EQUIPMENT MAINTENANC	GLASS REPLACEMENT	1,324.00		
		714-143-00	FACILITIES MAINTENAN	SHOP HEATER	325.69		
		714-143-00	FACILITIES MAINTENAN	PIPE, SILICONE	34.33		
		714-343-00	EQUIPMENT MAINTENANC	PIPE AND FITTINGS	139.43		
		714-343-00	EQUIPMENT MAINTENANC	ELECTRICAL SUPPLIES	129.44		
		714-443-00	PUMP STATION REPAIR	CONSTRUCTION ADMIN	2,470.00		
		714-343-00	EQUIPMENT MAINTENANC	TORQUE WRENCH REMAINING BA	0.27		
			EQUIPMENT MAINTENANC	FILTERS	30.21		

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		714-143-00	FACILITIES MAINTENAN	GREASE FITTINGS	163.41
		714-343-00	EQUIPMENT MAINTENANC	FILTERS	13.47
		714-343-00	EQUIPMENT MAINTENANC	NAPA-AMTOWER AUTO SUPPLY	0.27
	APPLIED INDUSTRIAL TECHNOLOG	714-143-00	FACILITIES MAINTENAN	SHOP LIGHT	142.52
	CRITES ELECTRICAL INC	714-143-00	FACILITIES MAINTENAN	PLUG AND LIGHTS	36.24
	CUMMINS SALES AND SERVICE	714-443-00	PUMP STATION REPAIR	SERVICE AND MAINTENANCE	2,696.81
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	FEBRUARY SERVICES	836.00
	LOWES BUSINESS ACCOUNTS	714-443-00	PUMP STATION REPAIR	MOUNTING MATERIALS	209.82
		714-643-00	OPERATION PLANT EXPE	ELECTRICAL SUPPLIES	49.48
		714-643-00	OPERATION PLANT EXPE	PRIMER AND PAINT	56.88
		714-143-00	FACILITIES MAINTENAN	TARP	47.48
	FERGUSON WATERWORKS	714-443-00	PUMP STATION REPAIR	FITTINGS	2,040.46
		714-443-00	PUMP STATION REPAIR	PVC ADAPTOR	13.25
	WV ENVIRONMENTAL TRAINING CE	714-243-00	LAB EXPENSE PLANT	CHEIF OPERATOR COURSE	85.00
	PRECISION PUMP & VALVE SERVI	714-443-00	PUMP STATION REPAIR	GUIDE RAILS	1,045.00
		714-443-00	PUMP STATION REPAIR	FEILD SERVICES	1,785.00
	CRITES ELECTRICAL SUPPLY INC	714-443-00	PUMP STATION REPAIR	ELECTRICAL SUPPLIES	280.87
		714-443-00	PUMP STATION REPAIR	ELECTRICAL SUPPLIES	77.99
		714-443-00	PUMP STATION REPAIR	GROUND WIRE	7.38
	FRED W. EBERLE TECHNICAL CEN	714-143-00	FACILITIES MAINTENAN	TUITION TIM WILSON	750.00
	AMAZON.COM	714-143-00	FACILITIES MAINTENAN	PCRD-PENS BATTERIES JUMP S	330.94
	EBAY	714-443-00	PUMP STATION REPAIR	PCRD-EATON OVERLOAD	97.10
		714-443-00	PUMP STATION REPAIR	PCRD-EATON OVERLOAD	62.46
		714-443-00	PUMP STATION REPAIR	PCRD-40AMP BREAKERS	450.00
	LABOR LAW CENTER	714-443-00	PUMP STATION REPAIR	PCRD-LABOR LAW POSTERS	33.53
	MIDDLETOWN TRACTOR SALES	714-343-00	EQUIPMENT MAINTENANC	BLADES AND FILTERS	122.74
	UPSHUR COUNTY ADDRESSING & M	714-443-00	PUMP STATION REPAIR	PCRD-BUILDING PERMIT PS8	16.50
	AT&T MOBILITY	714-543-00	TELEPHONE	PCRD-JAN CELL PHN & GEO TA	417.04
	MICROLOGIC INC	714-743-00	TELEMETRY	MAR 2024 SAN MNTLY SEC MON	179.50
	FREEDOM AG & ENGERY COOPERAT	714-143-00	FACILITIES MAINTENAN	WEED KILLER	49.99
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	99.36
	BEAR CONTRACTING LLC	714-443-00	PUMP STATION REPAIR	DEANVILL PUMP STATION PYM	12,354.75
		714-443-00	PUMP STATION REPAIR	PAY APP 2	82,932.75
SALARIES PLANT/LINES	**PAYROLL EXPENSES			3/01/2024 - 3/31/2024	61,568.64
				TOTAL:	173,553.76
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			3/01/2024 - 3/31/2024	19,217.01
				TOTAL:	19,217.01
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN MARCH 2024 HEALTH INS	9,641.68
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,657.37
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,714.57
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,648.59
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	387.63
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	401.01
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	385.57
	USI INSURANCE SERVICES LLC	718-105-00	HEALTH INSURANCE	GRP BENEFIT APR TO JULY 20	959.40
	PAYFLEX - INSPIRA	718-105-00	HEALTH INSURANCE	SAN MARCH 2024 HSA FEES	45.50
				TOTAL:	16,841.32
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,787.20
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,749.66
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,738.93
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	613.26

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	623.10
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	646.64
				TOTAL:	7,158.79
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WC 2-2 TO 3-3-24	886.82
				TOTAL:	886.82
BILLING/COMPUTER/DEP I	LEAF	783-341-00	BILLING & COLLECTING	MAR 2024 CITY HALL COPIER	136.87
	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	SANT DEPT 3-29-24	300.00
	BUCKHANNON POSTMASTER	783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
	EMPLOYTEST	783-341-00	BILLING & COLLECTING	PCRD-CLERICAL SKILLS TEST	49.75
	JERRY HEARD ASSC.	783-341-00	BILLING & COLLECTING	UTILITY BILLS	616.49
	WALMART STORES INC -BUCKHANN	783-341-00	BILLING & COLLECTING	PCRD-TV POWER CORD	2.47
	DELL BUSINESS CREDIT	783-342-00	NEW COMPUTER CAPITAL	PCRD-2 COMPUTERS	627.67
		783-342-00	NEW COMPUTER CAPITAL	PCRD-2 COMPUTERS	69.55
	IWORQ	783-341-00	BILLING & COLLECTING	SIDENLK CODE ENF WRK MGT P	1,136.00
	LYNX WV INC	783-341-00	BILLING & COLLECTING	MARCH 2024 IT SERVICES	425.00
	US POSTAL SERVICE (CMRS-FP)	783-341-00	BILLING & COLLECTING	MARCH 2024 POSTAGE	250.00
	FP FINANCE PROGRAM	783-341-00	BILLING & COLLECTING	MAR 2024 MAILER&INSTR PYMT	107.30
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING	MARCH 2024 CITY HALL INTER	214.63
	ROSSMAN & CO/PCB CORP	783-341-00	BILLING & COLLECTING	FEB 2024 ROSSMAN	22.71
				TOTAL:	4,708.44
OFFICE EXPENSE	4IMPRINT, INC	793-341-00	OFFICE SUPPLIES & EX	PCRD-PENS FOR CLASS VISITS	127.13
	GATES SUPPLY	793-341-00	OFFICE SUPPLIES & EX	PLOTTER PAPER	49.90
	PAYROLL ACCOUNT (ALL DEPTS)	793-341-00	OFFICE SUPPLIES & EX	FEB 2024 AA FEES	276.94
		793-341-00	OFFICE SUPPLIES & EX	FEB 2024 AA FEES	195.55
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	MARCH CC FEES 2024	3,183.77
	GO DADDY.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-INTERNET SUBSCRIPTION	26.50
	WALMART STORES INC -BUCKHANN	793-341-00	OFFICE SUPPLIES & EX	PCRD-HDMI CORD	8.24
	AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-OFFICE SUPPLIES	34.17
		793-341-00	OFFICE SUPPLIES & EX	PCRD-TYPEWRITER RIBBON	4.02
		793-341-00	OFFICE SUPPLIES & EX	PCRD-CALENDARS PAPER CLIPS	11.63
	LABOR LAW CENTER	793-341-00	OFFICE SUPPLIES & EX	PCRD-LABOR LAW POSTERS	8.38
	DOLLAR TREE STORES #2028	793-341-00	OFFICE SUPPLIES & EX	PCRD-OFFICE SUPPLIES	15.00
	AT&T MOBILITY	793-341-00	OFFICE SUPPLIES & EX	PCRD-JAN CELL PHN & GEO TA	51.23
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	75.09
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.18
	GARRETT K SUMMERS	793-341-00	OFFICE SUPPLIES & EX	TECHNICAL SUPPORT	312.50
	COMFORTECH LLC	793-341-00	OFFICE SUPPLIES & EX	ANNUAL MAINT CH 2024	1,160.50
				TOTAL:	5,564.73
PROPERTY INSURANCE	WESTFIELD INSURANCE	798-226-00	PROPERTY INSURANCE	10-01-23 TO 10-01-24 QTRLY	2,485.83
				TOTAL:	2,485.83
PROFESSIONAL	THOMAS J O'NEILL	896-223-00	PROFESSIONAL SERVIC	THOMAS ONEIL 3-29-24	1,250.00
	DAVID L HOWELL CPA	896-223-00	PROFESSIONAL SERVIC	23 AUDIT 2ND BILL	1,957.75
	JEREMY DRENNEN, CPA	896-223-00	PROFESSIONAL SERVIC	FY 23 & 24 FINANCIAL STMT	2,625.00
				TOTAL:	5,832.75
CAPITAL/PROJECTS	MILLER SUPPLY	997-451-00	PLANT - CAPITAL	ELBOW AND NIPPLE	221.50
		997-451-00	PLANT - CAPITAL	FITTINGS	165.00
		997-451-00	PLANT - CAPITAL	FITTINGS	134.00
		997-451-00	PLANT - CAPITAL	FITTINGS	141.00

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	VALLEY STEEL SERVICE	997-451-00	PLANT - CAPITAL	STEEL PLATE	215.62
	RITE-WAY HEATING & PLUMBING	997-451-00	PLANT - CAPITAL	PVC GLUE	8.69
		997-455-00	SEWER UPGRADE-CAPITA	TOOLS	93.05
	C.I. THORNBURG CO., INC.	997-455-00	SEWER UPGRADE-CAPITA	CASTINGS	4,606.00
		997-455-00	SEWER UPGRADE-CAPITA	PIPE	2,781.80
		997-455-00	SEWER UPGRADE-CAPITA	PIPE	5,950.00
	FOSTER SUPPLY INC	997-455-00	SEWER UPGRADE-CAPITA	MANHOLES	9,829.23
	LOWES BUSINESS ACCOUNTS	997-451-00	PLANT - CAPITAL	CONUIT SUPPLIES	78.26
		997-451-00	PLANT - CAPITAL	HARDWARE	90.59
		997-451-00	PLANT - CAPITAL	ELECTRICAL SUPPLIES	160.90
		997-451-00	PLANT - CAPITAL	WASHERS	9.80
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	57	715.80
	CRISS SALES & SERVICE	997-455-00	SEWER UPGRADE-CAPITA	METAL SAW	100.95
	BUCKHANNON POSTMASTER	997-455-00	SEWER UPGRADE-CAPITA	PCRD-POSTAGE ISLAND AVE PE	19.05
		997-455-00	SEWER UPGRADE-CAPITA	PCRD-POSTAGE	31.00
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	25H3HK 2021 DODGE RAM TRK	366.16
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D2 2021 NISSAN FRONTIE	327.19
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D9 2021 NISSAN FRONTIE	327.01
		997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	433.76
	PRECISION PUMP & VALVE SERVI	997-452-00	SEWER EXT. - CAPITAL	CONTROL PANNEL	17,000.00
	CRITES ELECTRICAL SUPPLY INC	997-451-00	PLANT - CAPITAL	CAPS	8.50
		997-451-00	PLANT - CAPITAL	CONDUIT MATERIAL	27.31
		997-451-00	PLANT - CAPITAL	4 STAN PIPE CLMP RIG	27.90
	MCCARTY'S SEPTIC SERVICE	997-455-00	SEWER UPGRADE-CAPITA	TOILET RENTAL	125.00
				TOTAL:	43,995.07

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	RITE-WAY HEATING & PLUMBING	805-458-00	STORMWATER CAPITAL	CAUTION TAPE	43.17
	C.I. THORNBURG CO., INC.	805-341-00	STORMWATER MATERIALS	FAST PLUG	770.00
	LOWES BUSINESS ACCOUNTS	805-341-00	STORMWATER MATERIALS	TOOLS	102.97
		805-458-00	STORMWATER CAPITAL	SAKRETE	18.04
		805-458-00	STORMWATER CAPITAL	LOWES	36.79
	BRUFFEY TRUCKING INC	805-458-00	STORMWATER CAPITAL	57 STONEW	714.60
		805-341-00	STORMWATER MATERIALS	LOAD 57	722.10
		805-458-00	STORMWATER CAPITAL	#4 STONE	726.30
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	113.67
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	102.78
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	114.75
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	47.97
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	109.98
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	112.32
	FERGUSON WATERWORKS	805-458-00	STORMWATER CAPITAL	HDPE PIPE	2,500.00
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	110.81
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	146.85
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	156.69

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	25.92
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	34.34
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	36.64
	IWORQ	805-458-00	STORMWATER CAPITAL	SIDEWLK CODE ENF WRK MGT P	1,500.00
	**PAYROLL EXPENSES			3/01/2024 - 3/31/2024	6,683.00
				TOTAL:	14,929.69

Motion to approve the finance report as presented by Shaw/Loftis. Motion carried unanimously.

D. Department Report

D.1 Plant Operations-Testing: The plant has been operating well throughout this period with no exceedances. We received our Lab Renewal for 2023 after the correction of a few minor deficiencies, which are shown in correspondence.

Date	INFLUENT WASTEWATER					BELT PRESS			Plant Effluent					
	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals.Wet Sludge Added	Pounds Dry solids Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./ 100 ml	D.O. mg/l	PH	Amm. Nit. mg/l
2/1/24			1.339	15.0	7.16	2.0						8.2	7.21	
2/2/24			1.193	15.0	7.21	2.0						8.4	7.26	
2/3/24			1.056			2.0								
2/4/24			0.971			2.0								
2/5/24	144	142	0.905	14.0	7.22	2.0			5	2.5	17	8.3	7.25	0.300
2/6/24			1.237	14.0	7.19	2.0						8.3	7.23	
2/7/24			0.811	14.0	7.17	2.0						8.1	7.23	
2/8/24			0.788	14.0	7.18	2.0						8.2	7.24	
2/9/24			0.783	15.0	7.20	2.0						8.5	7.25	
2/10/24			0.789			2.0								
2/11/24			0.792			2.0								
2/12/24			2.206	14.0	7.19	2.0						8.6	7.24	
2/13/24			2.916	14.0	7.19	2.0					11	8.3	7.23	
2/14/24			1.883	14.0	7.21	2.0						8.2	7.26	
2/15/24	21	32.8	1.423	14.0	7.23	2.0			15.0	2.4		8.1	7.26	0.3
2/16/24			1.221	14.0	7.21	2.0						8.3	7.27	
2/17/24			1.342			2.0								
2/18/24			2.208			2.0								
2/19/24			1.190	13.0	7.20	2.0						8.4	7.25	
2/20/24			1.093	15.0	7.18	2.0					7	8.1	7.24	
2/21/24	36	32.7	0.892	15.0	7.17	2.0			18.0	2		8.0	7.22	0.45
2/22/24			2.598	15.0	7.15	2.0						7.9	7.21	
2/23/24			2.203	15.0	7.18	2.0						8.1	7.23	
2/24/24			2.397			2.0								
2/25/24			0.798			2.0								
2/26/24	32	29.6	0.864	14.0	7.20	2.0			22.0	5.1		8.0	7.24	0.3
2/27/24			1.558	14.0	7.21	2.0					21	8.1	7.25	
2/28/24			3.199	14.0	7.24	2.0						8.3	7.28	
2/29/24			2.509	14.0	7.23	2.0						8.2	7.29	
TOTAL			43.164											
AVERAGE	58	59	1.488	14.3	7.20	2.0	152,222	18,325	15.0	3.0	6	8.2	7.24	0.34
MAXIMUM	144	142	3.199	15.0	7.24	2.0			22.0	5.1	21	8.6	7.29	0.45
MINIMUM	21	30	0.783	13.0	7.15	2.0			5.0	2.0	7	7.9	7.21	0.30
LIMITS														
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA



Applicant: BUCKHANNON, CITY OF Type: Electronic DMR
 Reference ID: wv0032336Feb2024 (02/19/2024) (03/19/2024) Permit ID: New/Pending
 eDMR Worksheet -- WV0032336 - 001
 Status: New Printed: Mar. 19, 2024 7:19 AM

Permit: WV0032336 Outlet No: 001 Type: NORMAL Lab Performing Analysis: 157 - STURM ENVIRONMENTAL SERVICES
 Report for the Month of February Year: 2024

Retrieve Parameters eDMR Schedule

Parameter	Permit Limits	Quantity				Other Units				Measurement Frequency	Sample Type	Lab Test Flag		
		Avg	Max	Units	Number Exceed	Min	Avg	Max	CEL*					
50050 (ML-1) RF-A Flow In Conduit Or Treatment Plant Year Round	Reported Permit Limits	N/A N/A	N/A N/A			N/A Rpt Only	1.488 3.0	3.199 15.0		mgd	0	Continuous Continuous	measured	153
00310 (ML-B) RF-A Bod Winter Nov 1-June 30	Reported Permit Limits	26.5 313	36.7 626	Lbs/Day	0	N/A Avg. Monthl	3.0 15	5.1 30		mg/l	0	1/week 1/week	8 hr comp	157
00530 (ML-A) RF-A Suspended Solids, Total Year Round	Reported Permit Limits	130.5 625.5	178.0 1251	Lbs/Day	0	N/A Avg. Monthl	15 30	22.0 60		mg/l	0	1/week 1/week	8 hr comp	157
51012 (ML-K) RF-A Bod.5day Percent Removal, Dry Year Round	Reported Permit Limits	N/A N/A	N/A N/A			85 Month. Avg	N/A	N/A		Percent	0	2/month 2/month	Calculated	157
51013 (ML-K) RF-A Bod.5day Percent Removal, Wet Year Round	Reported Permit Limits	N/A N/A	N/A N/A			0 Rpt Only Month. Avg	N/A	N/A		Percent	0	2/month 2/month	Calculated	157
51014 (ML-K) RF-A Solids, Suspended Percent Removal, Dry Year Round	Reported Permit Limits	N/A N/A	N/A N/A			74.2 85 Month. Avg	N/A	N/A		Percent	1	2/month 2/month	Calculated	157
51015 (ML-K) RF-A Solids, Suspended Percent Removal, Wet Year Round	Reported Permit Limits	N/A N/A	N/A N/A			0 Rpt Only Month. Avg	N/A	N/A		Percent	0	2/month 2/month	Calculated	157
74055 (ML-A) RF-A Coliform, Fecal Year Round	Reported Permit Limits	N/A N/A	N/A N/A			N/A Mon. Geoc. N	13.0 200	21.0 400		Cnts/100ml	0	1/week 1/week	Grab	153
00400 (ML-A) RF-A Ph Year Round	Reported Permit Limits	N/A N/A	N/A N/A			7.21 6 Inst. Min	N/A	7.29 9 Inst. Max		S.U.	0	1/week 1/week	Grab	153
00300 (ML-A) RF-A Dissolved Oxygen Year Round	Reported Permit Limits	N/A N/A	N/A N/A			7.9 7.25 Inst. Min	N/A	N/A		mg/l	0	1/week 1/week	Grab	153
00610 (ML-A) RF-A Nitrogen, Ammonia Total Winter Nov 1-June 30	Reported Permit Limits	3.33 62.6	3.6 125	Lbs/Day	0	N/A Avg. Monthl	0.338 3	0.450 6		mg/l	0	1/week 1/week	8 hr comp	157
01119 (ML-A) RF-A Copper Total Recoverable Year Round	Reported Permit Limits	N/A N/A	N/A N/A			N/A Avg. Monthl	0.0082 0.007	0.0082 0.017		mg/l	0	1/month 1/month	8 hr comp	157
01094 (ML-A) RF-A Zinc Total Recoverable Year Round	Reported Permit Limits	N/A N/A	N/A N/A			N/A Avg. Monthl	0.0524 0.075	0.0524 0.147		mg/l	0	1/month 1/month	8 hr comp	157
74089 (ML-B) RF-A Stream Flow, Estimated Winter Nov 1-June 30	Reported Permit Limits	N/A N/A	N/A N/A			202.9 Rpt Only Inst. Min	750.9 Rpt Only Avg. Monthl	2987.7 Rpt Only Inst. Max		cfs	0	1/daily 1/daily	Calculated	153

D.2 Maintenance Crew: The Deanville pump station project has been completed. This was the first complete rehab a lift station in the system and it has improved operations significantly. The maintenance crews finished upgrades at the belt press that consisted of replacing lines.

D.3 Line Crew #1: Brian's crew has finished up the first bore on Island Avenue. They began prep for the second bore before discovering an unknown manhole. They will be starting the second run next week once Scott's crew has finished setting a share manhole. While this manhole was ben set they have been repairing yards and placing a drop inlet on the Ritchie street storm projected with was completed in the fall.

D.4 Line Crew #2: Scott's crew has been repairing yards on Myrna Street and Mon street storm. They also set the first manhole on Island Avenue. They have begun laying pipe towards Gate Street, the longest run of the project.

D.5 ARPA Projects Update: We have made VIRCO aware of the necessity to repair the manhole and they are working on a timeline to reset the manhole. City Engineer Jay Hollen says that not much has changed since last month. As soon as they update the manhole situation, we should be able to close out the ARPA projects.

PROJECTED COSTS TO DATE

City of Buckhannon
American Rescue Plan Act (ARPA)
Infrastructure Expenditures To Date - **Engineering through January 31, 2024 and Construction through April 10, 2024**

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	Construction Fees Projected
1	Taylor Street Upgrade	8,365	\$451,562.50	\$96,184.57	\$638,210.90	\$671,800.95
2	North Locust Street - Base Bid	50	\$177,650.00	\$134,863.65	\$128,535.60	\$128,535.60
	North Locust Street - Add Alternate 1	50	\$0.00	\$0.00	\$284,840.24	\$243,297.83
2.5	Legal Ads	-	\$1,000.00	\$835.69	\$0.00	\$0.00
a.) Sanitary Sewer Subtotals:			\$630,212.50	\$231,883.91	\$1,051,586.74	\$1,043,634.38

Project	Storm Sewer	Number of Customers Served by Proposed Improvement	Estimated Cost	Engineering / Design Fees Expended to Date	Construction Fees Expended to Date	Construction Fees Projected
3	Taylor Street Upgrade	311	\$544,000.00	\$1,705.95	\$0.00	\$0.00
3a	Jawbone Run H & H Study	-	\$0.00	\$7,902.52	\$0.00	\$0.00
b.) Storm Sewer Subtotal:			\$544,000.00	\$9,608.47	\$0.00	\$0.00
c.) Sewer Projects Subtotal:			\$1,174,212.50		\$1,051,586.74	\$1,043,634.38
d.) Sewer Consultant Engineering Fees (@ 8.5%):			\$99,808.06		\$241,492.38	\$241,492.38
e.) Sewer Projects Total (c. + d.):			\$1,274,020.56	\$1,191,452.64	\$1,293,079.12	\$1,285,126.76
					-\$101,626.49	-\$93,674.12

Project	Water	Number of Customers Served by Proposed Improvement	Estimated Cost	Engineering / Design Fees Expended to Date	Construction Fees Expended to Date	Construction Fees Projected
4	Tennerton WST Rehabilitation	5,544	\$631,125.00	\$30,000.00	\$221,442.17	\$221,442.17
4a	Tennerton WST Rehabilitation Legal Ads	-	\$1,000.00	\$1,132.21	\$0.00	\$0.00
5	Pressurized Tanker Truck Rental	5,544	\$85,000.00	\$0.00	\$58,128.00	\$58,128.00
6	WST Inspection Service	5,544	-	\$0.00	\$29,109.17	\$29,109.17
7	Tennerton BS Waterline	5,544	-	\$40,030.48	\$197,079.30	\$271,150.00
8	Tennerton BS Building	5,544	\$106,250.00	\$40,030.47	\$130,966.97	\$175,700.00
9	Chemical Feeders at WTP	22,241	\$150,000.00	\$0.00	\$190,000.00	\$190,000.00
10	Filter Media at WTP	22,241	\$25,500.00	\$0.00	\$4,100.00	\$4,100.00
11	Chlorine Alarm at WTP	4,000	\$31,875.00	\$0.00	\$3,995.58	\$3,995.58
12	Replace Filter, Raw and Settled NTU	22,241	\$50,000.00	\$0.00	\$42,060.00	\$42,060.00
f.) Water Subtotals:			\$1,080,750.00	\$111,193.16	\$876,881.19	\$995,684.92
g.) Water Consultant Engineering Fees:			\$100,509.75		\$111,193.16	\$111,193.16
h.) Water Projects Total (f. + g.):			\$1,181,259.75	\$1,191,452.64	\$988,074.35	\$1,106,878.08
					\$203,378.29	\$84,574.56
COB Projects Improvements (e. + h.):			\$2,455,280.31		\$2,281,153.47	\$2,392,004.84
Contingency (@ 10%):			\$245,528.03		\$228,115.35	\$0.00
Total COB Project Improvements:			\$2,700,808.34		\$2,509,268.81	\$2,392,004.84
Overrun / Underrun:			-\$317,903.07		-\$126,363.54	-\$9,099.56

D.6 Island Avenue Sewer Replacement Project-currently working on the project.

D.7 FEMA Closeout Update: As mentioned the project is started and moving along. Per Mr. Hollen, FEMA is looking at our change order request #5 for the Public Safety Complex generator, and this should be approved this month. He is also sending a letter to Cummings regarding repeated issues at various lift station sites with the generators. We are coming close to the end of the 2-year warranty, but he is putting them on notice that these issues are ongoing and have not been fixed.

E. Storm Water Issues for Discussion and/or Vote: None

F. Correspondence and Information

F.1 New Release-The Buckhannon Sanitary Department Announces Island Avenue Project-Intermittent Street Closures

BUCKHANNON, WV: The City of Buckhannon Sanitary Department will close Maryland Avenue to traffic as part of the Island Avenue Project beginning Thursday morning, March 28, 2024. The street will be unavailable for an extended period. A detour is available to all properties in the area via Colorado Avenue and Anise Lane. Thank you for your patience as we continue upgrading the area's sanitary system.

F.2 WVDEP Lab Audit Corrective Action Letter



April 2, 2024

Tommy Smith, QA Officer
Division of Water and Waste Management
Charleston, WV 25304-2345

Mr. Tommy Smith,

This letter is response to your noted deficiencies during the inspection of the Buckhannon Sewer Treatment Plant Laboratory on March 12, 2024. The deficiencies are outlined below, along with their planned or completed corrective actions. Deficiencies noted in the report are listed in **bold** print and their corrective action follows in *italicized* print.

- 1. Field blanks are not collected and analyzed. Field blanks are to be collected and analyzed at least twice per year, once during the cool, wet season, and once during the warm, dry season (47CSR32 Sec. 5.1.3.a.E).**
 - a. We will be collecting our first field blank during April of 2024. This will satisfy the cool, wet season. Another field blank will be collected in September to satisfy the warm, dry season. The field blanks will be taken approximately at this time and recorded during future years.*
- 2. Field duplicates are not collected and analyzed. Field duplicates are to be collected and analyzed at least twice per year, once during the cool, wet season, and once during the warm, dry season (47CSR32 Sec. 5.1.3.a.F)**
 - a. We will be collecting our first field duplicate during April of 2024. This will satisfy the cool, wet season. Another field duplicate will be collected in September to satisfy the warm, dry season. The field duplicates will be taken approximately at this time and recorded during future years.*
- 3. Precision charts are not constructed for precision quality control. Documentation of precision is to be made in tabular form and in control charts (47CSR32 Sec. 5.2.2.j).**
 - a. Templates for these charts were found on file at the Buckhannon Wastewater Treatment Facility. We have began recording data in these charts since the inspection and will continue to do so. During a change in personnel the necessity of these charts were not conveyed to the operator taking over.*
- 4. Balance calibration checks have not been documented since March 9, 2022. The laboratory must record and retain all raw data and calculations from analyses and quality control procedures in a manner that will provide easy verification of the data and calculations during on-site inspections (47CSR32 Sec. 5.2.1.c).**
 - a. We have began recording this quality control procedure in a log book since the time of inspection. We will continue this practice.*
- 5. For thermometric recordings, the displayed temperature is recorded. When recording temperature of equipment, the corrected temperature (displayed +/- the difference to a NIST traceable thermometer) is to be recorded (47CSR32 Sec. 4.2.7.d).**
 - a. We have begun recording the +/- difference from a NIST traceable thermometer. We will continue to apply this practice in the future.*
- 6. Dissolved Oxygen (DO) calibrations are not recorded. The laboratory must record and retain all raw data and calculations from analyses and quality control procedures in a manner that will provide easy verification of the data and calculations during on-site inspections (47CSR32 Sec. 5.2.1.c).**
 - a. Dissolved Oxygen (DO) Calibrations are completed each time before a DO test is ran. The calibrations will be recorded in future instances.*
- 7. Maintenance on the laboratory water system is not being documented. The laboratory must record and retain all raw data and calculations from analyses and quality control procedures in a manner that will provide easy verification of the data and calculations during on-site inspections (47CSR32 Sec. 5.2.1.c).**
 - a. Any future maintenance to equipment will be recorded in a log located nearby each piece of equipment. These logs will show the date, activity, and who completed the activity.*
- 8. Calibration of the pH meter is not recorded. The laboratory must record and retain all raw data and calculations from analyses and quality control procedures in a manner that will provide easy verification of the data and calculations during on-site inspections (47CSR32 Sec. 5.2.1.c). In addition to the calibration, the slope of the calibration is to be recorded, also (47CSR32 Sec. 5.2.2.c).**
 - a. Calibrations of the PH meter is completed before each test is ran. We will record these calibrations, along with the slope of calibration, in a long sheet.*

There are also two comments show in the received report, which are as follows:

- 1. Total Suspended Solids (TSS) by USGS I- 3765- 85 was listed on the laboratory's application; however, at the time of the audit, laboratory representatives stated that the lab wishes to withdraw certification for this method. TSS was not audited.**
 - a. During the next certification cycle, we will not renew this test.*
- 2. EPA currently has a proposal to update methods in the Clean Water Act. Once approved, the laboratory will need to update all applicable method revisions by the next annual recertification audit.**
 - a. We have purchased a 2024 copy of "Standard Methods for Examination of Water and Wastewater", which outlines updated method revisions. Updates to existing processes will be made as necessary.*

With the corrections already being or planning to be applied, this letter is intended to serve as the corrective plan to correct the deficiencies and notice of implementation.

If there are any further questions, please feel free to get in contact with Ethan Crosten or Donald Tenney at 304-472-5459.

Sincerely,

Ethan Crosten

Ethan Crosten
City of Buckhannon
Sanitary Superintendent/ Chief Operator

F.3 WVDEP Lab Renewal

west virginia department of environmental protection

Division of Water and Waste Management
601 57th Street SE
Charleston, WV 25304-2345
Phone: (304) 926-0495
Fax: (304) 926-0497

Harold D. Ward, Cabinet Secretary
www.dep.wv.gov

April 09, 2024

Ethan Crosten
Superintendent/ Chief Operator
Buckhannon Wastewater Treatment Plant Laboratory
70 East Main Street
Buckhannon, WV 26201

Dear Mr. Crosten,

The corrective action plan addressing the deficiencies noted during the audit of your facility conducted on March 12, 2024 was received on April 09, 2024, and found to be satisfactory. Please find enclosed a new ATTACHMENT I recertifying your facility through June 30, 2025.

If you have any questions or I can be of further assistance, please call (304) 926-0499 ext. 43797 or e-mail at Tommy.W.Smith@wv.gov.

Sincerely,



Tommy W. Smith II
Quality Assurance Officer
ts

Tommy W. Smith, II
Digitally signed by: Tommy W. Smith, II
DN: CN = Tommy W. Smith, II
email = Tommy.W.Smith@wv.gov
C = AD O = WV DEP OU = DWWWM SRF/ QA
Date: 2024.04.09 10:41:39 -04'00'

F.4 Stormwater Permit Approval -100 Chestnut Street

APPROVAL LETTER STORM WATER FACILITY CONSTRUCTION PERMIT

March 28, 2024

Bart Waddell
100 Chestnut Street
Buckhannon, WV 26201

Dear Applicant,

Your application for a Storm Water Facility Construction Permit has been reviewed and is hereby **APPROVED** subject to the following conditions:

1. The Buckhannon Sewer Department must be notified 24 hours prior to beginning work to allow opportunity for inspection during construction.
2. All materials and workmanship must be in accordance with the approved permit application and the City of Buckhannon Storm Water Construction Standards dated March 2, 1995.
3. This approval is good for 12 months from the date of this approval.
4. Work in the creek shall be done during low flow conditions. (If applicable)
5. Any work in the creek shall be done in a manner to minimize any sediment loss into the creek. Creek bank surface restoration shall be performed immediately after construction work is completed in order to minimize erosion and sediment control. (If applicable)
6. You shall meet on site with Sewer Department representatives to review your plans to conduct the work, before beginning any creek cleaning. (If applicable)

If you have any questions, or in order to notify the City of your intent to begin construction, please call me at 304 472-5459 or City Hall at 304 472-1651.

Very truly yours,

Ethan Crosten
City of
Buckhannon
Stormwater
Superintendent

F.5 Deanville Pump Station Certificate of Substantial Completion

CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: City of Buckhannon Owner's Project No.:
Engineer: Potesta & Associates, Inc. Engineer's Project No.: 0102-21-0235-110
Contractor: Contractor's Project No.:
Project: Deanville Pump Station Improvements
Contract Name:

This Preliminary Final Certificate of Substantial Completion applies to:

All Work The following specified portions of the Work:

Date of Substantial Completion: March 28, 2024

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work must be as provided in the Contract, except as amended as follows:

Amendments to Owner's Responsibilities: None As follows:

Amendments to Contractor's Responsibilities: None As follows:

The following documents are attached to and made a part of this Certificate: None

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

Engineer

By (signature): Robert J. Ammirato
Name (printed): Robert J. Ammirato, PE
Title: Staff Engineer

G. Consent Agenda

G.1 Approval of Minutes 02/15/2024, 03/21/2024

Motion to accept minutes as presented by Shaw/Loftis. Motion carries unanimously.

H. Strategic Issues for Discussion and/or Vote

H.1 Approval Sanitary Board Budget FY 24/25: Mayor Skinner reminds board that we saw a draft of this budget last month at the budget meetings.

	SANITARY	2020-21	2021-22	2022-23	2023-24	actual through	2024-25	notes
	5/18/2023	actual	actual	apprvd SanBd 5-19-22	budget as of 3-17-24	2/28/24	proposed budget	
	ESTIMATED BALANCE ON HAND	700,116	531,363	624,000	\$876,590.00		900000	
343-000-00	SEWER TAPS	9,120	7,200	1,000.00	\$1,000.00	\$ 1,440.00	\$ 1,000.00	
350-000-00	SEWER CUSTOMERS BILLING	1,847,730	1,869,910	1,800,000.00	\$1,800,000.00	\$ 1,231,993.33	\$ 1,800,000.00	
351-000-00	BF SURCHARGE BILLING	3,064	0	0	\$0.00	\$ -	\$ -	
351-100-00	WST RD CONSNP SURC BILLING				\$50.00	\$ 31.50	\$ 50.00	
351-200-00	WST RD EXTEN SUCH BILLING		1,750		\$1,750.00	\$ 2,000.00	\$ 2,000.00	
352-000-00	INCOME FROM TENNERTON PSD	264,407	302,848	170,000.00	\$176,000.00	\$ 199,466.33	\$ 205,775.00	
382-000-00	DUE FROM GEN FUND-STORM SEWER	0	0	0	\$0.00	\$ -	\$ -	
382-000-01	SEPTAGE HALLERS	55,081	34,762	40,000.00	\$40,000.00	\$ 30,314.00	\$ 40,000.00	
382-000-02	PROJECT MANAGEMENT FEES	71,322	38,844	0	\$0.00	\$ -	\$ -	
370-000-01	LATE CHARGES	29,420	28,064	23,000.00	\$23,000.00	\$ 19,493.00	\$ 23,000.00	
379-000-00	GAINLOSS SALE OF FIXED ASSETS				\$ -	\$ -	\$ -	
386-000-01	FEMA - GENERATOR			350.00	\$350.00	\$ 260.75	\$ 350.00	
380-000-02	INTEREST	3,209	2,192	0	\$0.00	\$ -	\$ -	
380-000-01	SALE OF ASSETS	3,927			\$0.00	\$ -	\$ -	
381-000-00	SERVICES OF FLUSHER TRUCK	1,400	1,630	1,000.00	\$1,000.00	\$ 450.00	\$ 500.00	
389-000-00	MISCELLANEOUS	31,194	8,174	1,000.00	\$2,000.00	\$ 5,337.75	\$ 2,000.00	
TOTAL REVENUES		\$ 2,319,874	\$ 2,295,391	2,636,350.00	\$2,645,190.00	\$ 1,490,794.66	2,074,675.00	
TOTAL WITH EST. BAL. ON HAND		3,019,990	2,826,743	2,660,350.00	\$2,923,740.00	\$ 1,490,794.66	2,074,675.00	
711-113-00	PLANT POWER	59,809	64,427	62,000.00	\$91,000.00	\$ 61,993.10	\$ 92,000.00	
711-213-00	ELIAS STREET	23,169	22,862	24,000.00	\$24,000.00	\$ 16,797.70	\$ 25,000.00	
711-313-00	WICKSBURG	10,391	10,000	14,000.00	\$12,000.00	\$ 7,000.91	\$ 11,000.00	
711-413-00	EAST MAIN ST	5,480	6,264	7,000.00	\$9,500.00	\$ 6,714.54	\$ 10,000.00	
711-513-00	WOODRITCHE STS	1,992	1,977	3,000.00	\$3,000.00	\$ 1,428.55	\$ 3,000.00	
711-613-00	MONONGALIA ST	1,373	1,403	1,600.00	\$1,600.00	\$ 1,103.96	\$ 1,700.00	
711-713-00	DEANVILLE	587	622	1,000.00	\$1,000.00	\$ 498.03	\$ 7,000.00	
711-813-00	ISLAND AVENUE	440	340	500.00	\$500.00	\$ 179.15	\$ 400.00	
711-913-00	MADISON STREET	346	427	500.00	\$500.00	\$ 215.96	\$ 400.00	
711-814-00	TAM SEWAGE STATION	436	502	500.00	\$550.00	\$ 415.30	\$ 650.00	
711-915-00	WESTON ROAD	534	496	600.00	\$600.00	\$ 338.14	\$ 550.00	
711-916-00	HAMPTON INN PS	359	239	350.00	\$350.00	\$ 103.56	\$ 200.00	
711-917-00	BRUSHY FORK PS	386	469	570.00	\$570.00	\$ 325.13	\$ 500.00	
711-918-00	RT 20 SEWER PUMP STATION	97	115	200.00	\$200.00	\$ 68.29	\$ 100.00	
711-919-00	1 buckhannon rd	140	143	200.00	\$200.00	\$ 40.35	\$ 100.00	
711-920-00	plant vehicles 2,3,8	18,689	26,992	25,000.00	\$30,000.00	\$ 14,709.76	\$ 23,000.00	
711-920-01	TENNERTON INTERCEPTOR	4,734	3,813	5,300.00	\$5,000.00	\$ 2,089.25	\$ 3,200.00	
711-920-02	NATURAL GAS	1,410	2,897	3,000.00	\$3,000.00	\$ 1,346.19	\$ 2,500.00	
711-921-00	BROOK STREET PS	3,263	2,997	3,200.00	\$3,200.00	\$ 2,380.61	\$ 3,600.00	
711-922-00	RS-47 CLEVELAND AVE	384	141	500.00	\$300.00	\$ 85.19	\$ 200.00	
712-345-00	UNIFORMS	10,091	10,351	8,730.00	\$8,730.00	\$ 4,915.80	\$ 8,700.00	
713-143-00	FACILITIES MAINTENANCE LINES	2,581	6,227	8,600.00	\$13,600.00	\$ 9,267.89	\$ 14,000.00	
713-243-00	SUPPLIES LINES	46,844	53,597	40,000.00	\$40,000.00	\$ 17,719.93	\$ 35,000.00	stone-pipe-castings-supplies
713-343-00	STREET DEPT SERVICE LINE	2,939	0	2,000.00	\$2,000.00	\$ -	\$ -	
713-443-00	EQUIPMENT & MAINTENANCE LINES	8,383	27,516	25,000.00	\$12,000.00	\$ 23,181.75	\$ 40,000.00	includes new Kubota
714-143-00	FACILITIES MAINTENANCE PLANT	8,017	11,543	16,000.00	\$18,000.00	\$ 6,613.83	\$ 15,000.00	
714-243-00	LAB EXPENSE PLANT	12,649	27,510	20,000.00	\$20,400.00	\$ 20,952.66	\$ 23,000.00	Increase cost in polymer \$12,000; Contracting less out \$6,000; Microscope \$5,000
714-343-00	EQUIPMENT MAINTENANCE PLANT	17,733	9,906	22,000.00	\$21,000.00	\$ 12,002.13	\$ 18,500.00	
714-443-00	PUMP STATION REPAIR & MAINT	17,478	37,321	70,000.00	\$207,000.00	\$ 77,536.45	\$ 215,000.00	SCADA system for Wood/Richter/Ewan/Becke to monitor PS remotely \$60,000; Island Ave upgrade replace pumps,well&control panel \$100,000; Pump Rebuilds Elias/Vicksburg/Wood- Richter&0000; Maint of generators \$15,000
714-543-00	TELEPHONE	5,826	5,497	7,200.00	\$5,300.00	\$ 3,150.32	\$ 5,000.00	
714-643-00	OPERATION PLANT EXPENSE	12,314	8,154	12,000.00	\$12,000.00	\$ 7,102.50	\$ 11,000.00	
714-743-00	TELEMETRY	2,336	2,196	2,000.00	\$2,600.00	\$ 1,437.00	\$ 2,075.00	scada installation

715-101-00	PLANT LABOR	348,311	319,067	295,000.00	\$266,000.00	\$ 132,971.27	\$ 227,000.00	
715-103-00	LINE LABOR	350,959	283,804	410,000.00	\$440,000.00	\$ 216,400.64	\$ 480,000.00	
715-226-00	BOARD SALARIES	12,000	11,400	12,000.00	\$12,000.00	\$ 6,000.00	\$ 12,000.00	
716-103-00	OFFICE/CLERK/ADM SALARIES	130,577	152,882	166,000.00	\$164,000.00	\$ 102,782.36	\$ 164,000.00	Includes Jamold replacement
716-226-00	insurance claims	0	0	0	\$0.00	\$ -	\$ -	
718-104-00	FICA TAX	64,705	58,591	58,000.00	\$67,500.00	\$ 35,284.32	\$ 69,100.00	
718-105-00	HEALTH INSURANCE	204,685	147,580	163,000.00	\$165,000.00	\$ 110,786.51	\$ 183,000.00	
718-106-00	GROUP RETIREMENT	79,826	70,919	73,200.00	\$79,380.00	\$ 40,141.19	\$ 79,000.00	
720-226-00	UNEMPLOYMENT/COMPENSATION	18,176	14,837	20,000.00	\$20,000.00	\$ 6,114.65	\$ 20,000.00	
783-341-00	BILLING & COLLECTING	38,684	44,435	82,000.00	\$52,000.00	\$ 39,161.45	\$ 50,000.00	
783-341-05	Billing Water Dept meter reading	3,600	3,600	3,600.00	\$3,600.00	\$ 2,700.00	\$ 3,600.00	
783-342-00	COMPUTER CAPITAL OUTLAY	5,355	7,105	6,000.00	\$31,000.00	\$ 6,288.65	\$ 20,000.00	Water share of city hall rest room repairs end computer room shelving
783-399-00	customer dep int	1,242	261	1,000.00	\$1,000.00	\$ 2.12	\$ 300.00	
783-699-00	contingency	0	0	198,000.00	\$ -	\$ -	\$ -	
783-341-00	OFFICE SUPPLIES & EXPENSES	26,574	33,735	49,000.00	\$49,000.00	\$ 32,556.00	\$ 50,000.00	
787-116-00	PSC ASSESSMENTS	7,573	7,573	7,600.00	\$5,500.00	\$ 4,886.91	\$ 7,000.00	
787-117-00	DEP PERMIT	2,100	2,125	3,000.00	\$3,000.00	\$ -	\$ 2,500.00	
788-226-00	PROPERTY INSURANCE	40,909	39,236	46,000.00	\$46,000.00	\$ 21,089.02	\$ 48,000.00	
803-219-00	RENTS	10,000	10,000	10,000.00	\$10,000.00	\$ -	\$ 10,000.00	
866-223-00	PROFESSIONAL SERVICES	38,898	12,731	44,500.00	\$45,000.00	\$ 23,813.00	\$ 45,000.00	\$15T Atty Contract\$30,000 Potesta Design
970-199-00	BOND ISSUE #A	170,079	170,079	171,000.00	\$171,000.00	\$ 127,644.21	\$ 171,000.00	
960-199-00	BOND ISSUE #B	27,090	27,090	28,000.00	\$28,000.00	\$ 20,331.06	\$ 28,000.00	
997-451-00	PLANT - CAPITAL	5,211	2,300	150,000.00	\$85,000.00	\$ 23,894.32	\$ 250,000.00	\$150,000 Clean Ditches&rep Wtr;\$50000 Add probes to plant Facilities;Rebuild Bull Gear-cliff to avoid having clarifier out of service \$50000; Replace lines that pump from effluent \$155,000; Prolong equipment longevity \$100000
997-451-01	STORMWATER							
997-451-02	BELT PRESS LOAN	24,317	2,203					
997-451-03	Repay Loan to City- Brook st							
997-451-04	ARPA PROJECT OVERRUNS				\$100,000.00			
997-452-00	SEWER EXT. - CAPITAL	1,553	82,467	37,200.00	\$30,000.00	\$ -	\$ 30,000.00	potential extension PSC rules
997-453-00	STORM SEWER PROJECTS	5,881						
997-454-00	Equipment payments short term	51,330	66,707	145,000.00	\$216,000.00	\$ 136,905.06	\$ 244,000.00	Enterprise lease 3 2021 Nissan & 1 2021 Dodge Ram Trk \$1,433 mitsubishi2000 Case Machine & Bits \$12,000; Total Slaten-increase accuracy & efficiency of project layouts \$8,000;Replace P4 Service uk \$607; Trench Box \$251; New Dump Trk \$1007; Portable Traffic Control lights \$207
997-454-01	BORE MACHINE	39,140	0					
997-455-00	SEWER UPGRADE CAPITAL	104,955	75,645	83,000.00	\$170,000.00	\$ 71,897.08	\$ 100,000.00	2023-24 YEAR__Priority 1 Lower Dr \$45T,Priority 2 Chestnut St \$54T,Priority 3 Shawnee&RtHT
997-456-00	WESTON RD NORTH SIDE	33,115	1,531					Potentially for next year. Priority 4 Kanawha Hill \$40T,Priority 5 Island Ave \$30T, Wood St \$24T; Cleveland Ave \$8T
997-456-01	WESTON RD SOUTH SIDE (FALLEN)	3,038						
997-457-00	NEW EQUIPMENT-CAPITAL	167,930	5,314	40,000.00	\$ -	\$ -	\$ -	

997-458-00	Contribution from BR Fik to GF	0	0					
997-499-00	Miscellaneous projects							
	PAYMENT TOWARD RESERVE							
TOTAL EXPENDITURES		\$ 2,393,423	\$ 1,999,869	2,660,350.00	\$2,923,740.00	\$ 1,469,028.19	2,074,675.00	
REVENUE OVER(UNDER) EXPENDITURES		726,568	626,854	0.00	\$0.00	\$ 21,766.47	0.00	

Stormwater Budget						
Stormwater Budget 2024-25						
Revenues	04.18.24	2021-22	2022-23	2023-24	2024-25	
		Approved Budget	Proposed Budget	budget	Proposed budget	
	Balance on Hand	\$ 100,000.00	\$ 100,000.00	\$220,000.00	100000	
426-369-000-00	Contributions from Gen Fund	\$ 150,000.00	\$ 100,000.00	\$100,000.00	100000	
TOTAL REVENUES	Total revenues	\$ 150,000.00	\$ 100,000.00	\$ 100,000.00	100000	
TOTAL WITH EST. BAL ON HAND	Total revenues w/balance on hand	\$ 250,000.00	\$ 200,000.00	\$ 320,000.00	\$ 200,000.00	
Expenses						
426-805-101-00	Stormwater Payroll	\$ 80,000.00	\$ 80,000.00	\$80,000.00	76680	
426-805-104-00	Stormwater FICA	\$ 6,120.00	\$ 6,120.00	\$6,120.00	6120	
426-805-106-00	Stormwater Retirement	\$ 8,000.00	\$ 8,000.00	\$7,200.00	7200	
426-805-341-00	Stormwater Materials & Supplies	\$ -	\$ -	\$20,000.00	5000	
426-805-458-00	Stormwater Capital	\$ 155,880.00		\$206,680.00	\$105,000.00	
					College Ave \$30T; Taylor \$75T	
TOTAL EXPENDITURES		\$ 250,000.00	\$ 94,120.00	\$ 320,000.00	\$ 200,000.00	
REVENUE OVER/(UNDER) EXPENDITURES		\$ -	\$ 105,880.00	\$ -	\$ -	

Motion to accept Sanitary Board Budget FY 24/25 as presented by Loftis/Shaw. Motion carried unanimously.

I. Board Members Comments and Announcements

I.1 Mitch Shaw: Nothing to add.

I.2 Phil Loftis: Nothing to add.

J. Adjournment: Motion by Shaw to adjourn at 7:47 a.m.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
