

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, January 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	Present
Assistant Recorder/Director of Finance	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Present
City Engineer	Jay Hollen	Present
Board Member	Phil Loftis	Present
Board Member	Mitchell Shaw	Present
Sanitary Superintendent	Ethan Crosten	Present

Guests: Josh Hinkle, Cleveland Brothers

*City of Buckhannon Sanitary Board - 7:30 A.M. at City Hall in Council Chambers
Meeting Agenda for Thursday, January 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. Bid Opening

- C.1 Skid Steer Track Loader & Attachments

D. Finance Report-Amby

- D.1 December 2023

E. Department Report

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

F. Storm Water Issues for Discussion and/or Vote

- F.1

G. Correspondence and Information

- G.1 Notice Accepting Applications for Pipe Layer/Laborer
- G.2 Infiltration & Inflow (I&I) Report - 2nd half 2023
- G.3 Tennerton P.S.D. Meeting Minutes-December 2023

H. Consent Agenda

- H.1 Approval of Minutes 12/21/2023

I. Strategic Issues for Discussion and/or Vote

- I.1 Review & Approval to Accept the Bid Opening Results: Skid Steer Track Loader & Attachments
- I.2 Review & Approval to Accept the Bid Opening Results: Deanville Pump Station Improvement

J. Board Members Comments and Announcements

K. Adjournment

Posted 01/12/2024

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 – None

C. Bid Opening

C.1 Skid Steer Track Loader & Attachments – Without objection, **I.1 Review & Approval to Accept the Bid Opening Results: Skid Steer Track Loader & Attachments** was moved to the table for discussion and/or vote. Mayor Skinner provided an overview of the Bid Opening for the Skid Steer

Track Loader & Attachments and then deferred to Sanitary Superintendent, Ethan Crosten, to open the received bids.

Advertisement For Bid: Skid Steer

The City of Buckhannon is currently accepting bids for a skid steer track loader until January 18, 2024 at 7:30 a.m. Full advertisement and specifications may be obtained by contacting Buckhannon City Hall at (304) 472-1651.

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**ADVERTISEMENT FOR BIDS
BUCKHANNON SANITARY BOARD
SKID STEER AND ATTACHMENTS**

The Buckhannon Sanitary Board will accept sealed bids for a Skid Steer and Attachments at City Hall at 70 East Main Street, Buckhannon, WV 26201 until 7:30 AM EST on January 18, 2024, at which time all bids which have been received shall be publicly opened and read aloud.

Minimum characteristics of the **SKID STEER** to be provided by this bid are as follows. A full list of required characteristics is available upon request at Buckhannon City Hall.

- New skid steer loader of standard manufacture by the company represented by the vendor submitting the bid.
- Gross power shall be minimum of 70 HP
- The operating weight shall be 10,500 lbs and should not exceed 12,000 lbs.
- Machine shall be equipped with rubber tracks.
- The engine shall be a 3.3-liter, direct fuel injected, turbocharged, liquid cooled, and have 4 cylinders. The engine must meet Tier 4 Final and EU Stage V emissions standards.
- The machine shall have braided, color-coded and numbers wiring harness.
- Machine shall have a water-in-fuel sensor with an indicator in the cab.
- Two hydrostatic axial piston drive pumps shall be splined directly to the engine.
- 2 speed must be standard and shall have planetary gear reduction final drive.
- Machine shall be equipped with a single, electrically operated joystick which controls the forward and reverse steering directions.
- Machine shall have spring be equipped with a single, electrically operated joystick which controls lift, lower, and tilt.
- Machine shall have a rear-view camera.

Characteristics of the **ATTACHMENTS** to be provided by this bid are as follows. Individual price and specifications of each attachment must be provided. All attachments must be compatible with the bid skid steer. The City of Buckhannon may elect to purchase none or all of the attachments. Selection will be based on skid steer price.

1. BUCKET
 - a. Minimum bucket width to be no less than 80 inches.
 - b. Have a bolt on cutting edge.
2. FORKS
 - a. Minimum tine length of 45 inches.
 - b. Minimum tine width of 3 ½ inches.
 - c. Minimum operating weight of 420 pounds.

Bidder must provide the following items.

- Must provide documented 3 years of reputable sales and service, prior to bid.
- Price of skid steer and each individual attachment delivered to Buckhannon Sewer Plant. Bid sheet shall include specific identification of the equipment to include: 1) vendor, 2) manufacturer, 3) model, 4) year, and 5) list of special features. Bid sheet is to be signed by an authorized representative of the vendor.
- Availability of skid steer and bucket to include a delivery date if ordered by January 19th, 2023. Availability must be within 90 days of purchase date. A rental will be provided by manufacturer if equipment is delivered after 90 days until the purchased machine arrives.
- Product literature including basic specifications of the model skid steer being offered.
- Vendor financing available, including interest rate, monthly payment, and total cumulative payment for vendor financing over a 60-month term.
- Equipment warranty. Include calendar time, operating time, and components covered by warranty.
- Location of and distance from Buckhannon of closest full-service sales, parts, and service center for equipment manufacturer.
- Name, location, and telephone number of three customers in West Virginia who have recently purchased a similar piece of equipment.

Bids are to be delivered in a sealed envelope marked, Attention: Ethan Crosten, "Skid Steer and Attachments". If there are any questions, please call Ethan Crosten at 304-472-5459.

The Buckhannon Sanitary Board shall evaluate bids received based on price, financing, equipment specifications, operator satisfaction, service availability, and references. Buckhannon reserves the right to reject any and all bids and to waive any informalities.

**City of Buckhannon Sanitary Department
Full Specification of Skid Steer and Bucket**

Basic Specifications:

- Gross power shall be at least 74 horsepower.
- Operating weight shall be a minimum of 10,500 lbs and maximum of 11,000 lbs.
- Machine width shall be minimum of 75.0 inches and have a ground clearance of at minimum 8.0 inches.
- Tracks shall be rubber

Engine Specifications:

- Engine shall be a 3.3L and meet Tier 4 Final and EU Stage V emission standards.
- Engine shall be direct fuel injected, turbo charged, liquid cooled and have four cylinders.
- Engine shall be equipped with an alternator that has a charging capacity of at minimum 80 amperes.
- The cooling system shall pull air from the rear of the machine and exhaust it through the top of the machine.
- Braided, color-coded, and numbered wiring shall make up the wiring harness of the machine.

Power Train/ Transmission:

- Two hydrostatic axial piston drive pumps shall be splined directly to the engine
- Electronic hand throttle shall be provided to allow maximum power to the tracks
- 2 speed must be standard
 - Maximum forward and reverse speed shall be at least 4.0 mph for speed 1
 - Maximum forward and reverse speed shall be at least 8.0 mph for speed 2

Steering and Braking:

- Machine shall be equipped with a single, electrically operated joystick which controls the forward and reverse directions.
- Machine shall have an air ride seat with seat mounted / adjustable joysticks
- Machine shall have a spring applied, hydraulically released parking brake that shall automatically engage when arm bar is raised

Hydraulic Systems:

- Machine shall be equipped with a single, electrically operated joystick that controls the lift, lower and tilt functions
- Hydraulic pumps shall be driven directly off the engine for maximum hydraulic performance
- The High Flow hydraulics of the machine shall be at least 30 gal/min
- The drive and implement hydraulic pumps shall be electronically actuated
- The high flow hydraulic horsepower of the machine shall be at least 75.0 HP

Undercarriage:

- Track shall consist of molded rubber with embedded steel bars that span the width of the track
- Undercarriage shall contain triple flange steel rear idlers
- Machine ground pressure shall not exceed 5.0 psi

Operator Station:

- Machine shall have a one-pieced sealed and pressurized cab design
- Machine shall have a retractable high visibility seat belt
- Machine shall be equipped with a door which has a hydraulic lockout mechanism which prevents loader arm movement with the door in the open position
- Machine shall be equipped with a rear-view camera
- Machine shall have cellular based tracking providing machine hours and location

Serviceability:

- Sight Gages shall be located on the hydraulic tank and the radiator.
- Standard system pressure and fluid analysis test ports shall be available.
- An electronic port allowing electronic machine diagnosis shall be available.
- Machine shall have a cab which tilts to the rear by an individual using hand tools and shall expose all pumps, motors, valves and lines.

Mr. Crosten provided the following information from the openings to the Board:

Cleveland Brothers bid - Total of \$86,220, which includes the 289D3 Compact Track Loader at \$83,750 + Bucket-GP, 80", Boce at \$1,535 + \$Carriage. 46", Forks, 48", SSL at \$935.

Willquip bid - Total of \$73,780.27, which is inclusive of all comparative equipment.

The apparent low bidder was Willquip.

Motion to approve, subject to the verification of all specifications by a City of Buckhannon representative, the low bid of \$73,780.27 from Willquip for the Skid Steer Track Loader & Attachments was made by Loftis/Shaw. Motion carried.

Without objection, ***I.2 Review & Approval to Accept the Bid Opening Results: Deanville Pump Station Improvement*** was moved to the table for discussion and/or vote.

**ADVERTISEMENT FOR BIDS
CITY OF BUCKHANNON
BUCKHANNON, WEST VIRGINIA
DEANVILLE PUMP STATION IMPROVEMENTS**

Sealed Bids for the Deanville Pump Station Improvements will be received by the City of Buckhannon located at 70 East Main Street, Buckhannon, West Virginia 26201, until **January 17, 2024** at **1:30 PM** local time at which time all proposals which have been submitted in accordance with the conditions of this project will be publicly opened and read aloud.

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

The Work to be bid upon is generally described as follows: The Deanville Pump Station Improvements consists of the removal of the existing pumps and piping, rehabilitation of the existing wet well and valve vault, and installation of the new sewer piping, new lift station and appurtenances including, but not limited to, force main cleanout and various collection system items related to the installation of the new sewer main while maintaining service to existing customers.

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

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

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

A mandatory pre-bid conference will be held at **10:00 AM** local time on **January 3, 2024** at the **Buckhannon City Hall at 70 East Main Street, Buckhannon, West Virginia 26201**. Attendance at the pre-bid conference is mandatory.

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

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

++ END OF ADVERTISEMENT FOR BIDS ++

Publish dates 12/11/23, 12/18/23

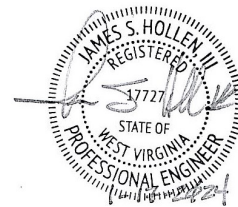
Mayor Skinner recognized Mr. Crosten for an overview of the bids that were opened January 17, 2024 at 1:30 PM EST. The results are a part of the meeting packet. Bids received:

FAMCO, Inc. bid - \$186,824
Bear Contracting, Inc. bid - \$95,555

Bid Opening Sign-In and Results Sheet - January 17, 2024 at 1:30 PM EST

Name	Company	Email Address	Contact Phone Number	Base Bid	Additive A
Jay Hollen	City of Buckhannon, WV	jay.hollen@buckhannonwv.org	304-472-1651, x1006		
Ethan Crosten	City of Buckhannon, WV	ethan.crosten@buckhannonwv.org	304-472-5459		
Randy Richmond	FAMCO, Inc.	r.richmond.famco@gmail.com	304-890-6434	\$186,824.00	\$22,100.00
Calvin Wears	Bear Contracting, LLC	estimating@bear-contracting.com	304-326-0160	\$95,555.00	\$11,800.00

Based upon the review of all of the bids received, the Apparent Low Bidder for the Deanville Pump Station Improvement Project is Bear Contracting, LLC with a Base Bid of \$95,555.00.



Motion to approve, subject to the verification of all specifications by a City of Buckhannon representative, the low bid of \$95,555 from Bear Contracting, Inc., for the Deanville Pump Station Improvement was made by Loftis/Shaw. Motion carried.

D. Finance Report-Amby

D.1 December 2023: Amby Jenkins presented the following financial report for December 2023:

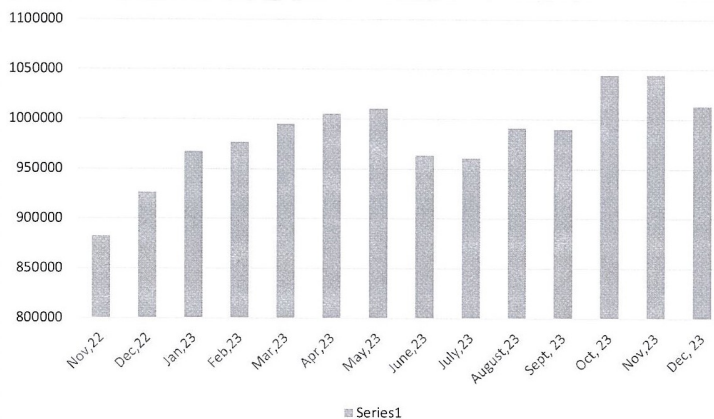
**SANITARY BOARD
 CITY OF BUCKHANNON
 BALANCE SHEET**

Balance December 31, 2023

Money market checking \$1,013,292.35

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 \$105,451.09
 CD (345244) 4.04% mature Sept 2024 \$25,595.17
 CD (358003) 4.04% mature Sept 2024 \$225,996.07



**STORMWATER FUND
 Balance December 31, 2023 \$163,815.41**

401-SANITARY

% OF YEAR COMPLETED: 50.00

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	720.00	0.00	280.00	72.00
TOTAL OTHER FEES	1,000	0.00	720.00	0.00	280.00	72.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	146,999.98	914,120.72	0.00	885,879.28	50.78
TOTAL UTILITY BILLINGS	1,800,000	146,999.98	914,120.72	0.00	885,879.28	50.78
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	0	0.00	0.00	0.00	0.00	0.00
401-351-200-00 WST RD EXTEN SURCH BILLIN	0	250.00	1,500.00	0.00	(1,500.00)	0.00
401-352-000-00 INCOME FROM TENNERTON PSD	170,000	25,875.76	151,240.81	0.00	18,759.19	88.97
TOTAL HEALTH AND SAFETY	170,000	26,125.76	152,740.81	0.00	17,259.19	89.85
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	2,768.00	24,959.00	0.00	15,041.00	62.40
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	2,768.00	24,959.00	0.00	15,041.00	62.40
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 CONSTRUCT	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	2,414.68	14,732.37	0.00	8,267.63	64.05
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,414.68	14,732.37	0.00	8,267.63	64.05
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	158.22	0.00	191.78	45.21
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	0	1,894.92	5,237.75	0.00	(5,237.75)	0.00
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	1,350	1,894.92	5,845.97	0.00	(4,495.97)	433.03
TOTAL REVENUE	2,035,350	180,203.34	1,113,118.87	0.00	922,231.13	54.69

401-SANITARY

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
POWER/FUEL/UTILITY						
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SALARIES & BENEFITS						
401-711-113-00 PLANT POWER	89,000	7,533.38	45,917.00	0.00	43,083.00	51.59
TOTAL SALARIES & BENEFITS	89,000	7,533.38	45,917.00	0.00	43,083.00	51.59
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	24,000	2,018.46	11,921.86	0.00	12,078.14	49.67
TOTAL CONTRACTUAL SERVICES	24,000	2,018.46	11,921.86	0.00	12,078.14	49.67
COMMODITIES						
401-711-313-00 VICKSBURG	12,000	597.25	4,938.12	0.00	7,061.88	41.15
TOTAL COMMODITIES	12,000	597.25	4,938.12	0.00	7,061.88	41.15
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	7,000	969.07	4,361.96	0.00	2,638.04	62.31
TOTAL CAPITAL OUTLAY	7,000	969.07	4,361.96	0.00	2,638.04	62.31
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHEE STS	3,000	167.69	896.19	0.00	2,103.81	29.87
TOTAL CONTRIBUTIONS	3,000	167.69	896.19	0.00	2,103.81	29.87
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	173.51	782.55	0.00	817.45	48.91
401-711-713-00 DEANVILLE	1,000	39.63	310.85	0.00	689.15	31.09
401-711-813-00 ISLAND AVENUE	500	16.63	108.43	0.00	391.57	21.69
401-711-913-00 MADISON STREET	500	32.70	149.86	0.00	350.14	29.97
401-711-914-00 TOM SEWAGE STATION	550	35.84	279.20	0.00	270.80	50.76
401-711-915-00 WESTON ROAD	600	37.20	225.55	0.00	374.45	37.59
401-711-916-00 HAMPTON INN PS	350	8.68	72.27	0.00	277.73	20.65
401-711-917-00 BRUSHY FORK PS	570	36.36	225.65	0.00	344.35	39.59
401-711-918-00 RT 20 SEWER PUMP STATION	200	5.00	45.66	0.00	154.34	22.83
401-711-919-00 1 BUCKHANNON RD	200	5.06	30.24	0.00	169.76	15.12
401-711-920-00 PLANT VEHICLES-2,3,8	30,900	3,623.22	12,217.02	0.00	18,682.98	39.54
401-711-920-01 TENNERTON INTERCEPTOR	5,000	324.65	2,088.25	0.00	2,911.75	41.77
401-711-920-02 NATURAL GAS	3,000	202.50	681.96	0.00	2,318.04	22.73
401-711-921-00 BROOKE ST PUMP STA	3,500	332.85	1,683.63	0.00	1,816.37	48.10
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	6.63	37.87	0.00	262.13	12.62
TOTAL NON-OPERATING EXPENSES	48,770	4,880.46	18,938.99	0.00	29,831.01	38.83
TOTAL POWER/FUEL/UTILITY	183,770	16,166.31	86,974.12	0.00	96,795.88	47.33

401-SANITARY

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,730	600.18	3,905.03	0.00	4,824.97	44.73
TOTAL COMMODITIES	8,730	600.18	3,905.03	0.00	4,824.97	44.73
TOTAL UNIFORMS	8,730	600.18	3,905.03	0.00	4,824.97	44.73
LINES						
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SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	8,600	595.59	7,062.93	0.00	1,537.07	82.13
TOTAL SALARIES & BENEFITS	8,600	595.59	7,062.93	0.00	1,537.07	82.13
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	40,000	3,183.95	16,169.82	439.16	23,391.02	41.52
TOTAL CONTRACTUAL SERVICES	40,000	3,183.95	16,169.82	439.16	23,391.02	41.52
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL COMMODITIES	2,000	0.00	0.00	0.00	2,000.00	0.00
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	25,000	581.92	13,653.04	512.70	10,834.26	56.66
TOTAL CAPITAL OUTLAY	25,000	581.92	13,653.04	512.70	10,834.26	56.66
TOTAL LINES	75,600	4,361.46	36,885.79	951.86	37,762.35	50.05
PLANT						
=====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	18,600	2,795.02	6,231.99	120.00	12,248.01	34.15
TOTAL SALARIES & BENEFITS	18,600	2,795.02	6,231.99	120.00	12,248.01	34.15
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	29,400	4,741.85	17,326.81	0.00	12,073.19	58.93
TOTAL CONTRACTUAL SERVICES	29,400	4,741.85	17,326.81	0.00	12,073.19	58.93
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	21,000	189.46	9,579.55	118.20	11,302.25	46.18
TOTAL COMMODITIES	21,000	189.46	9,579.55	118.20	11,302.25	46.18
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	227,000	24,227.05	59,176.32	1,045.00	166,778.68	26.53
TOTAL CAPITAL OUTLAY	227,000	24,227.05	59,176.32	1,045.00	166,778.68	26.53

401-SANITARY

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	5,000	516.23	2,541.18	0.00	2,458.82	50.82
TOTAL CONTRIBUTIONS	5,000	516.23	2,541.18	0.00	2,458.82	50.82
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	3,169.16	6,646.00	0.00	5,354.00	55.38
401-714-743-00 TELEMETRY	2,600	179.70	1,078.20	0.00	1,521.80	41.47
TOTAL NON-OPERATING EXPENSES	14,600	3,348.86	7,724.20	0.00	6,875.80	52.91
TOTAL PLANT	315,600	35,818.47	102,580.05	1,283.20	211,736.75	32.91
SALARIES PLANT/LINES						
=====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	266,000	14,222.12	107,102.94	0.00	158,897.06	40.26
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	23,101.13	158,373.49	0.00	281,626.51	35.99
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	37,323.25	265,476.43	0.00	440,523.57	37.60
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	37,323.25	265,498.80	0.00	440,501.20	37.61
SALARIES BOARD/OFFICE						
=====						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	6,000.00	0.00	6,000.00	50.00
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	11,973.33	79,460.56	0.00	84,539.44	48.45
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	12,973.33	85,460.56	0.00	90,539.44	48.56

401-SANITARY

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRACTUAL SERVICES</u>						
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	12,973.33	85,460.56	0.00	90,539.44	48.56
<u>FICA/INSURANCE</u>						
<u>SALARIES & BENEFITS</u>						
401-718-104-00 FICA TAX	67,500	3,854.65	26,914.10	0.00	40,585.90	39.87
401-718-105-00 HEALTH INSURANCE	165,000	11,107.27	93,955.66	0.00	71,044.34	56.94
TOTAL SALARIES & BENEFITS	232,500	14,961.92	120,869.76	0.00	111,630.24	51.99
TOTAL FICA/INSURANCE	232,500	14,961.92	120,869.76	0.00	111,630.24	51.99
<u>RETIREMENT</u>						
<u>SALARIES & BENEFITS</u>						
401-719-106-00 GROUP RETIREMENT	79,380	4,414.76	30,618.31	0.00	48,761.69	38.57
TOTAL SALARIES & BENEFITS	79,380	4,414.76	30,618.31	0.00	48,761.69	38.57
TOTAL RETIREMENT	79,380	4,414.76	30,618.31	0.00	48,761.69	38.57
<u>UNEMPLOYMENT/COMPENSATION</u>						
<u>CONTRACTUAL SERVICES</u>						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,600	886.82	6,322.28	0.00	14,277.72	30.69
TOTAL CONTRACTUAL SERVICES	20,600	886.82	6,322.28	0.00	14,277.72	30.69
TOTAL UNEMPLOYMENT/COMPENSATION	20,600	886.82	6,322.28	0.00	14,277.72	30.69
<u>BILLING/COMPUTER/DEP INT</u>						
<u>CONTRACTUAL SERVICES</u>						
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
<u>COMMODITIES</u>						
401-783-341-00 BILLING & COLLECTING	52,000	3,229.11	32,962.67	80.88	18,956.45	63.55
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	2,100.00	0.00	1,500.00	58.33
401-783-342-00 NEW COMPUTER CAPITAL OUTL	31,800	0.00	6,288.65	0.00	25,511.35	19.78

401-SANITARY

% OF YEAR COMPLETED: 50.00

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	3,529.11	41,353.44	80.88	46,965.68	46.87
<u>NON-OPERATING EXPENSES</u>						
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	3,529.11	41,353.44	80.88	46,965.68	46.87
<u>OFFICE EXPENSE</u>						
<u>COMMODITIES</u>						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	49,000	2,908.37	23,876.03	154.69	24,969.28	49.04
TOTAL COMMODITIES	49,000	2,908.37	23,876.03	154.69	24,969.28	49.04
TOTAL OFFICE EXPENSE	49,000	2,908.37	23,876.03	154.69	24,969.28	49.04
<u>PSC ASSESS/DNR PERMIT</u>						
<u>SALARIES & BENEFITS</u>						
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
<u>PROPERTY INSURANCE</u>						
<u>CONTRACTUAL SERVICES</u>						
401-798-226-00 PROPERTY INSURANCE	48,000	3,920.38	21,089.02	0.00	26,910.98	43.94
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	48,000	3,920.38	21,089.02	0.00	26,910.98	43.94
TOTAL PROPERTY INSURANCE	48,000	3,920.38	21,089.02	0.00	26,910.98	43.94
<u>RENTS</u>						
<u>CONTRACTUAL SERVICES</u>						
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: 50.00

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	4,505.75	14,605.75	0.00	30,394.25	32.46
TOTAL CONTRACTUAL SERVICES	45,000	4,505.75	14,605.75	0.00	30,394.25	32.46
TOTAL PROFESSIONAL	45,000	4,505.75	14,605.75	0.00	30,394.25	32.46
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	85,209.30	0.00	85,790.70	49.83
TOTAL SALARIES & BENEFITS	171,000	14,144.97	85,209.30	0.00	85,790.70	49.83
TOTAL BOND A	171,000	14,144.97	85,209.30	0.00	85,790.70	49.83
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	2,253.00	13,572.06	0.00	14,427.94	48.47
TOTAL SALARIES & BENEFITS	28,000	2,253.00	13,572.06	0.00	14,427.94	48.47
TOTAL BOND B	28,000	2,253.00	13,572.06	0.00	14,427.94	48.47
CAPITAL/PROJECTS						
=====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	150,000	12,817.86	21,722.32	0.00	128,277.68	14.48
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 FEMA GENERATOR	0	0.00	0.00	0.00	0.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	30,000	0.00	0.00	0.00	30,000.00	0.00
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	14,042.10	29,535.30	0.00	187,324.70	13.62
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	37,341.31	63,608.82	0.00	106,391.18	37.42
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	566,860	64,201.27	114,866.44	0.00	451,993.56	20.26

401-SANITARY

% OF YEAR COMPLETED: 50.00

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	566,860	64,201.27	114,866.44	0.00	451,993.56	20.26
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	2,812,940	222,969.35	1,058,273.65	2,470.63	1,752,195.72	37.71
REVENUE OVER/(UNDER) EXPENDITURES	(777,590)	(42,766.01)	54,845.22	(2,470.63)	(829,964.59)	6.74-

426-STORMWATER FUND

% OF YEAR COMPLETED: 50.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
INTRAFUND CONTR/CHARGES						
426-369-000-00 CONTRIB FROM GEN FUND	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL INTRAFUND CONTR/CHARGES	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL REVENUE	100,000	0.00	50,000.00	0.00	50,000.00	50.00

426-STORMWATER FUND

% OF YEAR COMPLETED: 50.00

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	5,512.00	28,379.00	0.00	51,621.00	35.47
426-805-104-00 STORMWATER FICA	6,120	422.65	2,175.21	0.00	3,944.79	35.54
426-805-106-00 STORMWATER RET	7,200	496.08	2,554.11	0.00	4,645.89	35.47
TOTAL SALARIES & BENEFITS	93,320	6,430.73	33,108.32	0.00	60,211.68	35.48
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	20,000	0.00	9,865.83	0.00	10,134.17	49.33
TOTAL COMMODITIES	20,000	0.00	9,865.83	0.00	10,134.17	49.33
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	206,680	19,884.63	37,883.76	0.00	168,796.24	18.33
TOTAL CAPITAL OUTLAY	206,680	19,884.63	37,883.76	0.00	168,796.24	18.33
TOTAL stormwater	320,000	26,315.36	80,857.91	0.00	239,142.09	25.27
TOTAL EXPENDITURES	320,000	26,315.36	80,857.91	0.00	239,142.09	25.27
REVENUE OVER/(UNDER) EXPENDITURES	(220,000)	(26,315.36)	(30,857.91)	0.00	(189,142.09)	14.03

SANITARY DEC 2023 PAYMENT OF BILLS

\$3,750.00 – POTESTA & ASSOCIATES – PUMP STATION DESIGN

\$20,000.00 – PRECISION PUMP & VALVE – CONTROL PANEL DEANVILLE PUMP STATION

\$3,000.00 – UNITED STATES TREASURER – EPA VIOLATION

\$12,818.35 – JF ALLEN – ROAD REPAIRS/ASPHALT SHAWNEE DR & WVWC

\$12,000.00 – LAKESIDE EQUIPMENT CORP-ROTOR BLADES FOR AERATORS

\$11,525.00 – BOR-IT MFG CO. INC-AUGERS, SADDLE, HEAD

\$23,707.87 – ROZELLE ENTERPRISES LLC – DRIVEWAY REPAIRS & STREET RESTORATION SHAWNEE DR

STORMWATER DEC 2023 PAYMENT OF BILLS

\$12,818.35 – J F ALLEN – ASPHALT FOR ROAD REPAIRS

\$4,046.00 – C.I. THORNBURG – FAST PLUG & 12” PIPE

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
POWER/FUEL/UTILITY	MON POWER	711-713-00	DEANVILLE	110086407977 DEANVILLE	39.63		
		711-313-00	VICKSBURG	110086525471 SYCAMORE	597.25		
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	8.68		
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	16.63		
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	35.84		
		711-915-00	WESTON ROAD	110087676356 WESTON RD	37.20		
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	36.36		
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	5.00		
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	7,533.38		
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,018.46		
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	5.06		
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	6.63		
		711-913-00	MADISON STREET	110087327497 RANDOLPH	32.70		
		711-513-00	WOOD/RITCHE STS	110086976856 WOOD	167.69		
		711-413-00	EAST MAIN ST	110084766556 E MAIN	969.07		
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	173.51		
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	332.85		
			TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	NOV 2023 WESTON RD BILLING	324.65
			GREYLOCK PIPELINE, LLC	711-920-02	NATURAL GAS	NOV 2023 SALES	202.50
			FLYERS ENERGY LLC	711-920-00	PLANT VEHICLES-2,3,8	NOV 2023 SANITARY FUEL BIL	3,623.22
		TOTAL:					16,166.31

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	NOV 2023 ALL DEPT UNIFORMS	600.18
				TOTAL:	600.18
LINES	C.I. THORNBURG CO., INC.	713-243-00	SUPPLIES LINES	FITTINGS	659.95
		713-243-00	SUPPLIES LINES	FITTINGS	1,670.32
		713-243-00	SUPPLIES LINES	NOV 2023 FINANCE CHARGE	35.40
	NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENA	PLUG MATERIALS	30.86
		713-243-00	SUPPLIES LINES	FITTINGS	18.90
		713-443-00	EQUIPMENT & MAINTENA	TRAILER PLUG IN P-15	21.39
		713-443-00	EQUIPMENT & MAINTENA	DEISEL OIL	52.47
	HART OFFICE SOLUTIONS INC	713-143-00	FACILITIES MAINTENAN	SAN PRINTER OVERAGE NOV	56.53
	MISS UTILITY OF WEST VIRGINI	713-443-00	EQUIPMENT & MAINTENA	NOV 2023 LOCATE MESSAGE FE	22.50
	LOWES BUSINESS ACCOUNTS	713-143-00	FACILITIES MAINTENAN	AIR PLUG AND ORGANIZER	9.47
		713-243-00	SUPPLIES LINES	CHISEL	7.58
		713-143-00	FACILITIES MAINTENAN	ZIPTIES	12.33
		713-243-00	SUPPLIES LINES	BOLTS, TAP CONS, RESPIRAT	180.81
	SYLVESTER W. LOWTHER	713-443-00	EQUIPMENT & MAINTENA	HOSE	53.58
		713-443-00	EQUIPMENT & MAINTENA	WHIP HOSE AND SWIVEL P5	264.52
	TRACTOR SUPPLY CREDIT PLAN	713-243-00	SUPPLIES LINES	PCRD-3/8 CHAIN HOOK	12.03
	MY BUCKHANNON	713-243-00	SUPPLIES LINES	SANITARY JOB ADS	506.00
	AMAZON.COM	713-243-00	SUPPLIES LINES	PCRD-MARKING WAND FOR LAND	80.39
		713-243-00	SUPPLIES LINES	PCRD-IPHONE SCREEN PROTECT	12.57
	FREEDOM AG & ENGERY COOPERAT	713-143-00	FACILITIES MAINTENAN	BOOTS CODY T	205.09
		713-143-00	FACILITIES MAINTENAN	BIBS JOSH LONG	124.99
		713-143-00	FACILITIES MAINTENAN	BIBS & COAT SCOTT CRITES	187.18
	DRIVE TRAIN AMERICA	713-443-00	EQUIPMENT & MAINTENA	PCRD-AIR SHIFT CYLINDER FO	136.60
				TOTAL:	4,361.46
PLANT	CAVCON SYSTEMS INC	714-143-00	FACILITIES MAINTENAN	FLOW METER CHARTS & PENS	804.00
		714-143-00	FACILITIES MAINTENAN	FLOW METER CHARTS & PENS	550.65
	LEAF	714-143-00	FACILITIES MAINTENAN	SANITARY PRINTER RENTAL	148.73
	POTESTA & ASSOCIATES INC	714-443-00	PUMP STATION REPAIR	PUMP STATION DESIGN	3,750.00
	APPLIED MAINTENANCE SUPPLIES	714-643-00	OPERATION PLANT EXPE	BOLTS FOR BOLT BINS	158.94
	ADVANCED ANALYTICAL SOLUTION	714-243-00	LAB EXPENSE PLANT	PT TESTS	352.83
	NAPA-AMTOWER AUTO SUPPLY	714-143-00	FACILITIES MAINTENAN	GREASE	55.50
		714-143-00	FACILITIES MAINTENAN	OIL, GREASE, BRUSH	147.26
		714-643-00	OPERATION PLANT EXPE	CABLE CLAMPS	10.22
		714-143-00	FACILITIES MAINTENAN	MARKER, LOCK NUTS	4.97
		714-143-00	FACILITIES MAINTENAN	BUTANE	12.59
	HART OFFICE SOLUTIONS INC	714-143-00	FACILITIES MAINTENAN	OCT 2023 PRINTER OVERAGE	47.51
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	NOVEMBER LAB TESTS	826.00
	INTER MOUNTAIN	714-443-00	PUMP STATION REPAIR	LEGAL AD D'VILLE PS IMPRV	183.42
	LOWES BUSINESS ACCOUNTS	714-143-00	FACILITIES MAINTENAN	KEYS FOR SHOP	11.34
		714-143-00	FACILITIES MAINTENAN	DOOR KNOB, NOTEBOOK	80.71
	FERGUSON WATERWORKS	714-243-00	LAB EXPENSE PLANT	FITTINGS	997.36
		714-243-00	LAB EXPENSE PLANT	FITTINGS	556.66
	SYLVESTER W. LOWTHER	714-343-00	EQUIPMENT MAINTENANC	FUEL HOSE AND SWIVEL	110.00
		714-343-00	EQUIPMENT MAINTENANC	FITTINGS TRANS PUMP GENER	14.66
	USA BLUE BOOK/ HD SUPPLY FAC	714-443-00	PUMP STATION REPAIR	PCRD-MECHANICAL FLOAT SWIT	293.63
	PRECISION PUMP & VALVE SERVI	714-443-00	PUMP STATION REPAIR	CONTROL PANEL DEANVILLEPS	20,000.00
	CRITES ELECTRICAL SUPPLY INC	714-343-00	EQUIPMENT MAINTENANC	12/3 WIRE TRANS PUMP GENE	64.80
		714-143-00	FACILITIES MAINTENAN	HEAT SHRINK	13.44
	FRED W. EBERLE TECHNICAL CEN	714-143-00	FACILITIES MAINTENAN	BOOKS T WILSON ELEC CLASS	312.00
	WALMART STORES INC -BUCKHANN	714-143-00	FACILITIES MAINTENAN	PLANT SUPPLIES	172.78

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AT&T MOBILITY	714-543-00	TELEPHONE	PCRD-NOV CELL PHN GEO TAB	416.92
	ENVIROSCIENCE, INC.	714-243-00	LAB EXPENSE PLANT	2ND HALF TOXICITY	1,975.00
	WORLD FUEL SERVICES, INC.	714-143-00	FACILITIES MAINTENAN	GREASE	93.00
	MICROLOGIC INC	714-743-00	TELEMETRY	DEC 2023 SAN MNTLY SEC MON	179.70
	FREEDOM AG & ENGERY COOPERAT	714-143-00	FACILITIES MAINTENAN	BOTTLED WATER	69.90
		714-143-00	FACILITIES MAINTENAN	ROCK SALT FOR PLANT	159.80
		714-143-00	FACILITIES MAINTENAN	BOTTLED WATER	104.85
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	99.31
	UNITED STATE TREASURY	714-643-00	OPERATION PLANT EXPE	EPA VIOLATION	3,000.00
	PAR MAR OIL COMPANY	714-143-00	FACILITIES MAINTENAN	ICE	5.99
	IDENTOGO	714-243-00	LAB EXPENSE PLANT	BACKGROUND CK JASON TENNEY	34.00
SALARIES PLANT/LINES	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	37,323.25
				TOTAL:	73,141.72
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	12,973.33
				TOTAL:	12,973.33
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN DEC 2023 HEALTH INS	10,102.37
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,586.66
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,537.33
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	371.11
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	359.55
	USI INSURANCE SERVICES LLC	718-105-00	HEALTH INSURANCE	GRP BENEFIT JAN TO MARCH 2	959.40
	PAYFLEX	718-105-00	HEALTH INSURANCE	SAN DEC 2023 HSA FEES	45.50
				TOTAL:	14,961.92
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,556.36
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,587.43
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	631.01
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	639.96
				TOTAL:	4,414.76
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 11/2-12/3/2023	886.82
				TOTAL:	886.82
BILLING/COMPUTER/DEP I	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	DEC 2023 METER READS	300.00
	BUCKHANNON POSTMASTER	783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
	DELUX BUSINESS FORMS	783-341-00	BILLING & COLLECTING	PCRD-COLLECTION ACCT CKS	177.50
		783-341-00	BILLING & COLLECTING	PCRD-COLLECTION ACCT DEP B	117.41
	AMAZON.COM	783-341-00	BILLING & COLLECTING	PCRD-ADDING MACHINE TAPE	9.99
		783-341-00	BILLING & COLLECTING	PCRD-USB EXT CORDS CK SCAN	13.99
	LYNX WV INC	783-341-00	BILLING & COLLECTING	DEC 2023 IT SERVICE CONTRA	425.00
		783-341-00	BILLING & COLLECTING	OCT & NOV 2023 IT SERVICES	1,067.50
	US POSTAL SERVICE (CMRS-FP)	783-341-00	BILLING & COLLECTING	DEC 2023 POSTAGE	250.00
	FP FINANCE PROGRAM	783-341-00	BILLING & COLLECTING	DEC 2023 MAILER & INSRTR P	94.31
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING	DEC 2023 CITY HALL INTERNE	214.63
	TYLER TECHNOLOGIES INC	783-341-00	BILLING & COLLECTING	RECEIPT PRNTR MAINT JAN-DE	108.78
				TOTAL:	3,529.11
OFFICE EXPENSE	GATES SUPPLY	793-341-00	OFFICE SUPPLIES & EX	ROLL 34" PAPER	31.10
	CITY OF BUCKHANNON GENERAL F	793-341-00	OFFICE SUPPLIES & EX	DEC 2023 LOC FEES	92.13
		793-341-00	OFFICE SUPPLIES & EX	NOV 2023 LOC FEES	92.13
		793-341-00	OFFICE SUPPLIES & EX	OCT 2023 LOC FEES	92.13
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	NOV 2023 CREDIT CARD FEES	2,153.37

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	ST JOSEPH HOSPITAL OF BUCKHA	793-341-00	OFFICE SUPPLIES & EX	LAB RESULTS GARRETT WALTON	53.00
		793-341-00	OFFICE SUPPLIES & EX	LAB RESULTS JASON TENNEY	56.00
	WALMART STORES INC -BUCKHANN	793-341-00	OFFICE SUPPLIES & EX	CLEANING SUPPLIES	37.86
		793-341-00	OFFICE SUPPLIES & EX	CLEANING SPPLS CITY HALL	39.56
	AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-AMERICAN FLAG PAPER T	30.31
		793-341-00	OFFICE SUPPLIES & EX	PCRD-FILE FOLDERS	13.65
		793-341-00	OFFICE SUPPLIES & EX	PCRD-STAPLES HANGING FOLDE	16.48
		793-341-00	OFFICE SUPPLIES & EX	PCRD-WV STATE FLAG	26.45
		793-341-00	OFFICE SUPPLIES & EX	PCRD-METAL PRINTER STAND	23.75
	AT&T MOBILITY	793-341-00	OFFICE SUPPLIES & EX	PCRD-NOV CELL PHN GEO TAB	51.22
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	75.06
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.17
			TOTAL:		2,908.37
PROPERTY INSURANCE	WESTFIELD INSURANCE	798-226-00	PROPERTY INSURANCE	10-1-23 TO 10-1-24 QTRLY P	1,569.14
	TRAVELERS INSURANCE	798-226-00	PROPERTY INSURANCE	INS PREMIUM AUTO LIAB DEC	2,351.24
			TOTAL:		3,920.38
PROFESSIONAL	THOMAS J O'NEILL	896-223-00	PROFESSIONAL SERVIC	JAN 2024 CONTRACT ATTORNEY	1,250.00
	DAVID L HOWELL CPA	896-223-00	PROFESSIONAL SERVIC	FINAL BILL 2022 FINAN STM	889.75
		896-223-00	PROFESSIONAL SERVIC	1ST BILLING 6-30-23 AUDIT	1,957.50
	WV STATE AUDITOR	896-223-00	PROFESSIONAL SERVIC	2022 FINANCIAL AUDIT	408.50
			TOTAL:		4,505.75
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SAN DEC 2023 BOND A PAYMEN	14,144.97
			TOTAL:		14,144.97
BOND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN DEC 2023 BOND B PAYMEN	2,253.00
			TOTAL:		2,253.00
CAPITAL/PROJECTS	VALLEY STEEL SERVICE	997-451-00	PLANT - CAPITAL	ANGLE IRON- CONVEYOR BELT	113.39
	RITE-WAY HEATING & PLUMBING	997-455-00	SEWER UPGRADE-CAPITA	4" COUPLERS MYRNA ST	22.44
	J F ALLEN CO	997-455-00	SEWER UPGRADE-CAPITA	ROAD REPAIRS / ASPHALT	12,818.35
	STATE ELECTRIC SUPPLY CO INC	997-451-00	PLANT - CAPITAL	THERMALS - CONVEYOR BELT	71.59
	APPLIED INDUSTRIAL TECHNOLOG	997-451-00	PLANT - CAPITAL	MOTOR CONVEYOR BELT	612.61
	LAKESIDE EQUIP CORP	997-451-00	PLANT - CAPITAL	ROTOR BLADES AERATORS	12,000.00
	LOWES BUSINESS ACCOUNTS	997-451-00	PLANT - CAPITAL	UNDER COATING CONVEYOR	15.16
		997-451-00	PLANT - CAPITAL	3IN HANDLE CONVEYOR BELT	5.11
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	#57 STONE MYRNA ST	698.90
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	25H3HK 2021 DODGE RAM TRK	360.75
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D2 2021 NISSAN FRONTIE	322.35
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D9 2021 NISSAN FRONTIE	322.18
		997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	427.35
	CITIZENS BANK OF WV	997-454-00	NEW EQUIPMENT-CAPITA	FINAL PYMT SAN F550 JAN 20	1,084.47
	MCCARTY'S SEPTIC SERVICE	997-455-00	SEWER UPGRADE-CAPITA	TOILET RENTAL MYRNA ST	93.75
	BOR-IT MFG. CO., INC.	997-454-00	NEW EQUIPMENT-CAPITA	AUGERS, SADDLE, HEAD	11,525.00
	ROZELLE ENTERPRISES LLC	997-455-00	SEWER UPGRADE-CAPITA	DRIVEWAY REPAIRS	8,476.87
		997-455-00	SEWER UPGRADE-CAPITA	STREET RESTORATION	15,231.00
			TOTAL:		64,201.27

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	J F ALLEN CO	805-458-00	STORMWATER CAPITAL	ROAD REPAIRS / ASPHALT	12,818.35
STORMWATER	C.I. THORNBURG CO., INC.	805-458-00	STORMWATER CAPITAL	FAST PLUG & 12" PIPE	4,046.00
		805-458-00	STORMWATER CAPITAL	FAST PLUG & 12" PIPE	154.00
	LOWES BUSINESS ACCOUNTS	805-458-00	STORMWATER CAPITAL	PCRD-TAPE ZIP TIES HOSE FI	163.27
	BRUFFEY TRUCKING INC	805-458-00	STORMWATER CAPITAL	RIP RAP RITCHIE ST STORM	658.00
		805-458-00	STORMWATER CAPITAL	1.5" CR STONE RITCHIE ST	580.32
		805-458-00	STORMWATER CAPITAL	3/4" CR STONE RITCHIE ST	563.28
		805-458-00	STORMWATER CAPITAL	#57 STONE RITCHIE ST	682.66
		805-458-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	270.90
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	150.30
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	60.84
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	14.04
		805-106-00	STORMWATER RET	NOV & DEC TOILET RENTAL	125.00
	MCCARTY'S SEPTIC SERVICE	805-458-00	STORMWATER CAPITAL	NOV & DEC TOILET RENT	93.75
		805-458-00	STORMWATER CAPITAL	FICA WITHHELD AND MATCHED	229.03
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	113.50
		805-104-00	STORMWATER FICA	STORMWATER FICA	53.57
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	26.55
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	5,512.00
	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	26,315.36
			TOTAL:		26,315.36

FUND: A/P DISBURSEMENT FUN

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	U S BANK	201-200-00	AP DISB PCARD LIAB	PCARD 12-14-23	18,097.47
			TOTAL:		18,097.47

A motion to accept the December 2023 financial report as presented was made by Shaw /Loftis. Motion carries.

E. Department Report – Sanitary Superintendent Ethan Crosten presented the following reports to the Board:

E.1 Plant Operations - The plant has been operating well during this reporting period. They are still working with the industrial haulers. There has been some extra attention to ice building up on certain equipment.

E.2 Maintenance Crew – The crew has been performing general maintenance during this period.

E.3 Line Crew #1 – (Brian) - Brian’s crew has been working on the sink hole next to the Safety Complex on Meade Street. They have also been working on general maintenance.

E.4 Line Crew #2 – (Scott) - Scott’s Crew has finished the work on the small storm sewer extension behind Ware’s Glass. They have also been working on general maintenance, making taps, etc.

E.5 ARPA Projects Update - Virco has most everything completed for the Taylor Street sewer project. Mr. Hollen provided a Cost to Date summary to the Board.

PROJECTED COSTS TO DATE

City of Buckhannon
 American Rescue Plan Act (ARPA)
 Infrastructure Expenditures To Date - **Engineering through December 23, 2023 and Construction through December 31, 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	Construction Fees Projected
1	Taylor Street Upgrade	8,365	\$451,562.50	\$94,442.07	\$638,210.90	\$671,800.95
2	North Locust Street - Base Bid	50	\$177,650.00	\$131,519.90	\$121,633.82	\$141,200.00
	North Locust Street - Add Alternate 1	50	\$0.00	\$0.00	\$148,273.95	\$188,791.23
2.5	Legal Ads	-	\$1,000.00	\$835.69	\$0.00	\$0.00
a.) Sanitary Sewer Subtotals:			\$630,212.50	\$226,797.66	\$908,118.67	\$1,001,792.18

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	\$3,407.92	\$0.00	\$0.00
3a	Jawbone Run H & H Study	-	\$0.00	\$8,400.00	\$0.00	\$0.00
b.) Storm Sewer Subtotal:			\$544,000.00	\$11,807.92	\$0.00	\$0.00
c.) Sewer Projects Subtotal:			\$1,174,212.50		\$908,118.67	\$1,001,792.18
d.) Sewer Consultant Engineering Fees (@ 8.5%):			\$99,808.06		\$238,605.58	\$238,605.58
e.) Sewer Projects Total (c. + d.):			\$1,274,020.56	\$1,191,452.64	\$1,146,724.25	\$1,240,397.76 (\$48,945.13)

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	\$1,002.24	\$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	-	\$39,809.23	\$197,079.30	\$271,150.00
8	Tennerton BS Building	5,544	\$106,250.00	\$39,809.22	\$103,696.97	\$172,500.00
9	Chemical Feeders at WTP	22,241	\$150,000.00	\$0.00	\$44,000.00	\$133,000.00
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	\$3,965.14	\$3,965.14
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	\$110,620.68	\$703,580.75	\$935,454.48
g.) Water Consultant Engineering Fees:			\$100,509.75		\$110,620.68	\$110,620.68
h.) Water Projects Total (f. + g.):			\$1,181,259.75	\$1,191,452.64	\$814,201.43	\$1,046,075.16 (\$145,377.48)
COB Projects Improvements (e. + h.):			\$2,455,280.31		\$1,960,925.68	\$2,286,472.92
Contingency (@ 10%):			\$245,528.03		\$196,092.57	\$0.00
Total COB Project Improvements:			\$2,700,808.34		\$2,157,018.25	\$2,286,472.92
Overrun / Underrun:			-\$317,903.07		\$225,887.02	\$96,432.35

E.6 Island Avenue Project - This project is close to being ready to submit to the WVDOH and the Health Department for permitting.

E.7 FEMA Closeout Update- Mr. Hollen reported that all documents have been submitted on the first grant.

F. Storm Water Issues for Discussion and/or Vote

F.1 - None

G. Correspondence and Information

G.1 Notice Accepting Applications for Pipe Layer/Laborer

CITY OF BUCKHANNON ACCEPTING APPLICATIONS FOR THE POSITION OF A FULL-TIME PIPE LAYER/LABORER

Job Description – Sanitary Department-Stormwater Department

The City of Buckhannon Sanitary Department is accepting applications until February 2, 2024 for the position of a full-time pipe layer/laborer.

Benefits include health insurance and participation in the Public Employee Retirement System.

Candidates must:

- Be 18 years of age or older.
- Possess a valid WV Class A or Class B commercial drivers license.
- Possess a High School diploma or equivalent.
- Be in good physical condition. This job includes, but is not limited to lifting between 50-100 lbs regularly.
- Willing to work in confined spaces and in inclement weather

Eligible candidates will be subject to a background check and drug test.

Hourly rate starting at **\$13.00 per hour** dependent on education, skills and qualifications.

Applications may be obtained at City Hall 70 E Main St, Buckhannon WV, Mon-Fri 8:30 a.m. to 4:30 p.m. or call 304-472-1651.

The City of Buckhannon is an EEOC employer committed to the principal of equal opportunity for all qualified persons.

Randall H. Sanders, Recorder
 City of Buckhannon

G.2 Infiltration & Inflow (I&I) Report - 2nd half 2023 – Ethan Crosten provided an overview regarding this report.

CITY of BUCKHANNON

NPDES Permit No WV0032336 – 7/8/2022

Section F - Combined Sewer System Overflows Requirement #6, Reporting Requirements

To: WV DEP
Division of Water and Waste Management
601 57th Street, SE
Charleston, WV 25304

Attn: Engineering Section

Report Period: Second Half 2023

From: Buckhannon Sewer Department
Ethan Crosten, Superintendent, CSO Coordinator

1.0 MAJOR PROJECTS

1.1 Myrna Street Upgrade

The sanitary sewer extension in Myrna Street, from Swisher Street to Willow Brooke Street was completed during this reporting period. There were 12 service lines upgraded, along with approximately 1100 feet of existing 8-inch clay sanitary sewer. There were significant compromises in this system which allowed extraneous flow to enter the system. A stream crossing was installed and deepened to prevent extraneous flow in the future. Steel casing was installed around the crossing.

This system runs along Jawbone Run, a significant drainage basin in the area, and maintains very wet conditions. This system is necessary to be sealed and we believe there will be immediate improvements as a result of this project being completed.

1.2 Shawnee Drive Phase 2

The additional 200 feet of clay sanitary sewer, mentioned during the previous report, has been completed as well. This sanitary sewer system also runs through a drainage basin, making it highly important to have a well-sealed system. These runs completed Phase 2 of a larger project to replace the entire sewer interceptor in this area. The projects have focused on deepening the interceptor, ultimately eliminating several aerial crossings.

As time permits, the system will continue to be upgraded, the next phase will be significant as there will be two aerial crossings eliminated.

1.3 North Locust Street

This project has been completed during this reporting period. The primary purpose of this project was to eliminate a significant aerial crossing which has had several repairs made to it. The main sanitary sewer line was substantially deeper than what was necessary, making good access to the line limited. With an additional aerial crossing nearby, it was possible to completely eliminate the failing crossing, upgrade the other existing crossing, and tie the two together. In total, this project replaced approximately 900 feet of clay sewer with 800 feet of PVC sanitary sewer, eliminated an aerial crossing, upgraded an aerial crossing, and shallowed the line approximately 6 feet.

1.4 Taylor Street

This project was started and completed during this period. Approximately 1200 feet of clay and cement sanitary sewer was replaced as part of this project. Seven manholes were also added or used to replace block manholes showing signs of infiltration. This was a main sewer collection line with several projects planned off this project.

This is another system which we believed had significant infiltration eliminated with the upgrade and will be able to see immediate benefits from removing the infiltration.

1.5 Ritchie Street Storm Sewer

Although not a sanitary sewer project, this project was still beneficial to the sanitary sewer system. This was the final phase of this stormwater collection system upgrade, which spans from the Buckhannon River to West Virginia Route 20. The section upgrade replaced approximately 400 feet of 10-inch clay tile with 18- and 24-inch HDPE pipe. This upgrade removed a bottle neck created by previous phases of the upgrade. This bottle neck caused the system to surcharge, forcing storm water to find other paths downhill, mainly through the sewer. With the system no longer surcharging, the sanitary sewer should see reduced inflow and infiltration.

1.6 Island Avenue Upgrade

This upgrade has been discussed for many years but is finally planned to be completed this year. This upgrade will replace approximately 2000 feet of clay sewer along the Buckhannon River. This system is in poor condition and is believed to be a source of significant extraneous flow. Construction is planned to begin this spring.

2.0 COLLECTION SYSTEM SEWER REPAIRS

2.1 183 Camden Avenue and 186 Pocahontas Street

These two properties were replumbed and had their service lines relayed as part of the Taylor Street Project. This allowed for better alignment and depth with the Taylor Street Project. This also put all floor drains and downspouts into the storm sewer and out of the sanitary sewer.

2.2 8 Thurman Avenue

This service had approximately 15 feet of thin wall plastic replaced when the water department incidentally damaged the service during a project of theirs.

2.3 49 Meade Street

After repeated problems at this location and failed attempts to locate the tap, a new tap was created. It is believed the previous tap crossed several yards and was an unreasonably long service line. The new tap removed up to 50 feet of service line.

2.4 38 Meade Street

An issue on the customers line led to the customers removing a large tree from their front yard. Their clay service line was replaced to the property line, and down spouts were removed from the service line at this time. By removing the downspouts and tree there was significant inflow and infiltration removed from the system.

2.5 85 Wood Street

This property was being demolished by West Virginia Wesleyan College, who purchased the property. This house sat vacant but there were downspouts tied into the sewer. The line was plugged at the property line and down sprout removed with the demolished house.

3.0 PLANT & PS

3.1 Deanville Pump Station Upgrade

There is a prebid meeting scheduled for January 3, 2024 and bid opening scheduled for January 17, 2024. Work at the pump station will begin shortly after the bid opening.

3.2 Oxidation Ditch Cleaning

Discussions are still ongoing regarding the process in which the ditches will be cleaned. Several ideas are currently on the table, but this project will be at the forefront of the priority list soon, as the bar rack project is nearing completion.

3.3 Mechanical Bar Rack

The mechanical bar rack was finished with installation in July 2023. The bar rack has been extremely beneficial to the plant during its time in use. There is noticeably fewer rags and debris throughout the plant and there have been no pumps plugged past the bar rag since it has been installed. There is approximately 3-4 more times the debris the dumpster than with the manual screen.

An unexpected benefit of the bar rack has been the grit removal. There is approximately 2 times as much grit being removed from the system. It is believed the grit is no longer attaching to the rags making it through the bar rack, allowing the grit to drop into the pista grit more efficiently.

3.4 Conveyor Belt and Overflow Channel

Both of these improvements are directly related to the installation of the mechanical bar rack. The conveyor belt transports the debris removed by the bar rack to the dumpster. Due to the configuration of the plant headworks, it is not possible for the dumpster to be directly under the discharge of the bar rack.

The overflow channel was constructed as a by pass for the manual bar rack which was left in operation as a backup debris removal system. The overflow will only be in use in the rare instances the mechanical bar screen is out of operation and the manual bar screen becomes blinded.

3.5 SCADA Systems: Plant and Pump Station.

Due to other projects consuming much time, this project has not progressed much during this period. Work will pick back up on the project as other projects are completed, as this is a highly beneficial project. For plant operations.

3.6 Wood/ Ritchie Control Panel

This is one of the main collection system pump stations. The control panel is outdated and becoming a safety hazard. This panel is planned to be replaced within the next 6 months.

4.0 PLANT OPERATION

4.1 PLANT PERFORMANCE

Plant performance continues to be excellent with test values for regulated parameters being regularly well below limits. There were some issues with flow exceedances at an industrial user sight that has been remediated. The plant has continued to operate consistently within limits. There was a Compliance Evaluation Inspection,

Combined Sewer Overflow, and Biosolids Inspection all during this period. There were few minor cases of non-compliance that has all since be remediated.

5.0 ADMINISTRATIVE

5.1 STAFFING & EQUIPMENT

There has been significant turnover and new employees taking over new responsibilities. During this period Dave Currence, who was serving as Chief Operator, retired. Ethan Crosten was the only remaining Class III operator at this point, so he assumed Chief Operator duties. Steve Reed moved into the maintenance supervisor position also left by Dave Currence. Steve is expected to pursue his class III licensure.

Donald Tenney, the Laboratory Technician is also pursuing his Class III certification. Jason Tenney, who left in February 2023, was rehired into a maintenance assistant position but this did provide another class III operator.

In addition to the operator fluidity, there is currently one open position on the collections crew. Once this position is filled the department will be at full staff for the first time in over a year due to 7 retirements/ departures in a short period of time. All employees in new positions are doing well and seem to be transitioning smoothly.

5.2 GRANT APPLICATIONS

Grant funding opportunities are continuously monitored and pursued if possible.

5.3 TENNERTON PSD

We continue to monitor the two primary pump stations which pump from Tennerton PSD collection system to Buckhannon. There continues to be concern that maintenance, repairs, and upgrades on their collection system are necessary to reduce extraneous flow. It is known there have been upgrade projects undertaken by Tennerton recently, which is a good sign they will begin focusing on maintenance more than in the past.

6.0 MONITORING

6.1 RIVER QUALITY

River quality testing continued during this report period. Testing is scheduled for twice a month at five sites representing conditions upstream from any CSO points (Poe Bridge), downstream from two of the CSO points (Florida Street & Cleveland Bridge), a tributary not affected by any CSO points (Finks Run), and a point shortly upstream from the treatment plant (Hall Road). Fecal coliform tests are performed on samples from all five sites and DO readings are taken at Poe Bridge and Cleveland Bridge. Samples were generally collected twice a month with an effort to evaluate both high flow and low flow conditions although most of the first half of the year's tests were taken during moderate or low flow conditions. This is due to minimal overflows during this period and when they were occurring, they were typically during weekends.

Results from our testing for the first half of 2022 are shown on the attached table. Test results are generally good. None of the results are very high although some are marginally acceptable for water contact activities. Conditions seem to deteriorate slightly through the City but recover immediately downstream. Oxygen levels at Poe Bridge, upstream from any overflows, and Cleveland Bridge, downstream from Elias PS, are all acceptable and are very similar. No test results indicate any particular problem related to sewer overflows. There is some increase from the collection point (Poe Bridge) above any overflows and the two collection points below overflows. This increase also shows up at the tributary stream (Finks Run) which does not receive any overflows. Overall, water quality appears to be good with no very high fecal counts during the report period.

River conditions remain relatively the same throughout the second half of the year. Fecal concentrations increased slightly overall in the second half but is likely due to generally low flow conditions. The increases did not correspond with any of the overflows, showing no correlation between fecal concentrations and CSO's.

6.2 OVERFLOWS

We continue to monitor time of overflow at the four CSO locations by means of float activated time clocks. Overflow quantity is estimated using the Manning Equation. We are very confident in the overflow time, but view the quantity as approximate.

This year (41.13 inches of rain) was the driest year since 2019 (40.14 inches of rain), which provided a great opportunity for comparison given there have been several significant projects during that time span. Every CSO but Vicksburg had fewer overflows than in 2019, and every CSO had a lesser amount of volume discharged during the overflows. This shows that not only were there less overflows, but they are also becoming less significant.

There continue to appear to be two types of conditions which result in overflows. One condition is the short and very intense duration storms. These storms are likely a result of the inflow into the system, which the lines are not able to handle. The second type of overflow are moderate intensity storms when the ground is previously saturated. This is likely a result of the infiltration issues within the system. It can rain lightly for multiple days and there will be no overflow as a result or moderately for a significant amount of time with no overflow, but the combination of the two results in overflows.

There are two overflows which are a result of equipment failures. The Vicksburg overflow during June 30, 2023 and July 5, 2023 was a result of a short in the float. The float was replaced and the timer for the overflow did not run periodically and sporadically after the float was changed. The single Wood/ Ritchie overflow was again the result of a plugged pump. The single pump in operation could not keep up with the additional flow from the wet weather during that time. There has been discussion about having this pump rebuilt in order to prevent this issue from recurring.

It is also worth noting this was the lowest ratio of time spent overflowing since the record began in 1998. This is a combination of a fairly dry year, and the type of storms that occurred, but it still does show the improvements to the system are extremely beneficial to the ultimate goal of eliminating CSO's.

**CITY OF BUCKHANNON
2021 OVERFLOW SUMMARY WITH QUANTITY**

DATE	PRECIP	MONTHLY PRECIP	ELIAS 003 OVERFLOW HOURS	FLOW MG	EAST MAIN 004 OVERFLOW HOURS	FLOW MG	VICKSBURG 005 OVERFLOW HOURS	FLOW MG	WOOD/ R 006 OVERFLOW HOURS	FLOW MG
January		3.34								
1/17/23 to 1/20/23	0.75		11.2	0.27	9.3	0.20	14.0	0.39		0.00
1/24/23 to 1/27/23	0.56		3.9	0.09	2.4	0.05	4.5	0.10		0.00
February		2.91		0.00		0.00		0.00		0.00
2/17/23 to 2/21/23	1.63		13.5	0.37	11.2	0.27	13.4	0.37		0.00
2/24/2023 to 2/28/23	1.06		3.4	0.07	3.3	0.07	2.1	0.05		0.00
March		2.90		0.00		0.00		0.00		0.00
3/4/23 to 3/7/23	0.35		4.7	0.10	2.0	0.04	0.9	0.02		0.00
3/24/23 to 3/28/23	1.24		36.0	1.36	16.2	0.49	20.2	0.67		0.00
April		2.11		0.00		0.00		0.00		0.00
4/4/23 to 4/28/23	0.98		8.5	0.19	6.1	0.13	6.9	0.15		0.00
May		3.27		0.00		0.00		0.00		0.00
June		4.15		0.00		0.00		0.00		0.00
6/2/23 to 6/9/23	2.42		3.0	0.07	2.9	0.06		0.00	4.4	0.10
July				0.00		0.00		0.00		0.00
6/30/23-7/5/23	1.44	7.03	0.0	0.00	0.0	0.00	4.2	** 0.09	0.0	0.00
7/14/23-7/18/23	1.74		7.0	0.15	5.1	0.11	5.2	0.11	0.0	0.00
7/20/23-7/25/23	1.41		9.3	0.20	8.5	0.19	8.2	0.18	0.0	0.00
August		5.44		0.00		0.00		0.00		0.00
September		2.52		0.00		0.00		0.00		0.00
9/08/23 - 9/12/23	1.34		0.0	0.00	1.8	0.04	0.0	0.00	0.0	0.00
October		2.72		0.00		0.00		0.00		0.00
November		2.19		0.00		0.00		0.00		0.00
11/17/23-11/22/23	1.46		6.6	0.14	6.1	0.13	6.2	0.14	0.0	0.00
December		2.55		0.00		0.00		0.00		0.00
12/8/23-12/12/23	0.91		0.7	0.02	3.6	0.08	5.3	0.12	0.0	0.00
TOTAL		41.13						0.00		0.00
TOTAL OVERFLOW MG	7.40			3.04		1.88		2.38		0.10
TOTAL EVENTS	25.00		8		7		9		1	
TIME			107.8		78.5		86.9		4.4	
% OF TIME	0.79%		1.23%		0.90%		0.99%		0.05%	
Overflow quantity is based on Manning formula for overflow pipe flowing half full for first 10 hr of overflow and flowing full for any overflow time over 10 hr. * Overflows affected by snowmelt # Overflows are discounted during times when the river is above 16 feet because back pressure exceeds overflow pressure Overflows 4 hours or less are discounted in the TOTAL EVENTS ** Rain and wet conditions contributed to overflow caused by equipment failure.										

**BUCKHANNON SEWER DEPARTMENT
WATER QUALITY TESTING**

DATE	PRECIP	RIVER GAGE HALL BRIDGE FEET	ELIAS OVERFLOW HOURS	SITE 1 POE BRIDGE		SITE 2 FLORIDA ST		SITE 3 FINKS RUN		SITE 4 CLEVELAND BR		SITE 5 HALL ROAD	
				FECAL	DO	FECAL	DO	FECAL	DO	FECAL	DO	FECAL	DO
1/9/23	0.05	5.74	0.0	120	8.3	180		200		160	8.2	140	
1/24/23	0.29	7.12	0.0	150	8.6	220		260		180	8.7	170	
2/6/23	0.10	6.17	0.0	130	8.4	140		200		120	8.5	140	
2/21/23	1.51	7.68	0.0	160	8.0	280		340		240	7.9	190	
3/7/23	0.35	6.83	0.0	190	7.9	220		340		240	7.8	210	
3/26/23	0.85	8.52	0.0	180	7.8	200		280		220	7.7	190	
4/4/23	0.01	8.22	0.0	200	7.7	320		360		300	7.6	220	
4/17/23	0.00	4.92	0.0	170	7.8	240		260		200	7.6	190	
5/7/23	0.04	8.77	0.0	160	7.6	180		240		200	7.5	170	
5/22/23	0.34	5.18	0.0	140	8.0	160		180		160	7.9	150	
6/6/23	0.02	4.00	0.0	120	7.7	140		160		100	7.6	130	
6/16/23	0.46	4.40	0.0	130	7.6	180		220		140	7.5	150	
7/5/23	0.29	5.72	0.0	160	8.3	280		140		260	8.2	180	
7/19/23	1.29	5.64	7.0	110	7.9	160		180		140	8.0	130	
8/16/23	0.35	4.89	0.0	190	7.9	420		480		340	7.8	230	
8/24/23	0.05	4.14	0.0	140	7.7	240		300		220	7.8	150	
9/6/23	0.00	4.52	0.0	200	7.9	340		420		400	8.0	220	
9/27/23	0.03	4.66	0.0	90	8.0	160		140		120	8.1	110	
10/10/23	0.04	4.26	0.0	120	8.1	200		280		220	8.2	140	
10/18/23	0.13	5.31	0.0	120	8.0	280		340		240	8.1	150	
11/13/23	0.20	4.77	0.0	170	8.2	340		460		420	8.3	190	
11/21/23	1.46	6.70	6.6	160	8.3	220		280		180	8.3	180	
12/4/23	0.06	5.12	0.0	80	8.3	140		180		120	8.4	100	
12/11/23	0.32	7.00	0.7	200	8.4	340		440		320	8.5	210	

NOTES
 1. Fecal tests results are colonies/ 100ml
 2. Not all test results were in recommended colony range
 3. Precipitation for three preceeding days

**BUCKHANNON SEWER DEPARTMENT
SUMMARY OF ANNUAL CSO OVERFLOWS**

YEAR	PRECIP IN	TOTAL		ELIAS 003 OVERFLOW			EAST MAIN 004 OVERFLOW			VICKSBURG 005 OVERFLOW			WOOD/ R 006 OVERFLOW				
		% TIME	QUANT MG	MAX #	TO PRECIP	#	% TIME	QUANT MG	#	% TIME	QUANT MG	#	% TIME	QUANT MG			
2023	41.13	0.80	7.40	8	0.18	8	1.23	3.04	7	0.90	1.88	8	0.99	2.38	1	0.05	0.10
2022	54.59	2.45	30.11	15	0.55	15	3.17	11.35	2	0.84	2.69	12	3.26	10.11	8	1.99	5.97
2021	42.64	1.27	14.44	9	0.34	9	2.12	6.17	4	1.07	2.95	7	1.58	4.53	3	0.31	0.78
2020	50.64	2.13	20.19	21	0.40	21	3.26	7.93	16	2.23	5.08	18	2.44	5.78	4	0.61	1.40
2019	40.14	1.12	10.88	12	0.27	12	2.15	5.61	8	1.19	2.58	8	1.08	2.57	1	0.06	0.12
2018	69.12	3.64	40.30	32	0.58	32	6.54	18.40	5	0.75	1.68	30	6.53	18.52	5	0.73	1.75
2017	51.36	2.56	27.90	27	0.54	27	4.59	12.21	6	0.99	2.22	22	4.61	13.11	0	0.05	0.09
2016	46.56	1.89	21.70	17	0.47	17	3.95	11.22	4	0.85	2.36	7	2.75	8.08	0	0.00	0.00
2015	47.72	1.87	21.40	14	0.45	14	3.80	11.55	11	1.55	3.86	9	1.89	5.40	2	0.23	0.55
2014	44.31	1.37	15.30	12	0.35	12	2.17	6.01	6	1.10	2.75	8	2.12	6.36	1	0.07	0.13
2013	43.43	1.50	16.90	10	0.39	10	2.51	7.24	8	1.45	3.72	6	1.78	5.40	2	0.25	0.54
2012	49.63	1.47	14.90	15	0.30	15	2.44	6.46	12	1.91	4.84	12	1.50	3.53	0	0.05	0.10
2012	49.63	2.25	26.20	16	0.53	16	4.04	12.42	13	2.94	8.60	13	1.95	5.05	0	0.05	0.10
2011	59.55	3.25	37.80	28	0.63	28	5.85	19.36	21	3.89	10.35	17	3.01	7.65	2	0.26	0.49
2010	43.36	1.16	10.60	13	0.24	13	2.01	4.88	11	1.39	3.06	11	1.25	2.67	0	0.00	0.00
2009	48.16	2.10	23.90	14	0.50	14	3.48	10.22	12	2.66	7.39	10	2.26	6.28	0	0.00	0.00
2008	45.11	2.22	24.50	15	0.54	15	3.17	8.95	11	1.84	4.62	15	3.26	9.61	5	0.61	X 1.31
2007	49.31	1.88	19.60	19	0.40	18	2.34	6.04	12	1.02	2.67	19	2.27	5.91	18	1.90	Y 5.03
2006	44.14	1.33	15.14	13	0.34	12	1.79	5.09	1	0.05	0.10	13	1.83	5.18	9	1.65	4.77
2005	47.50	1.63	17.21	17	0.36	15	2.03	5.47	6	0.46	1.03	17	2.81	7.57	14	1.21	Y 3.14
2004	59.78	2.60	28.54	21	0.48	21	3.27	9.16	9	1.02	2.75	21	3.60	X 10.17	21	2.52	6.46
2003	61.54	4.41	52.26	35	0.85	31	4.99	14.73	19	2.70	X 7.95	35	7.67	23.51	22	2.27	6.07
2002	51.21	4.51	55.59	30	1.09	22	4.38	13.24	30	5.75	18.21	24	6.26	19.93	17	1.64	E 4.21
2001	40.86	3.20	37.37	27	0.91	24	4.25	X 12.84	27	4.53	13.63	12	1.75	4.91	27	2.26	E 5.99
2000	43.88	4.58	58.80	26	1.34	26	8.56	28.56	15	4.96	16.28	11	2.32	7.03	15	2.48	E 6.93
1999	39.60	3.65	46.69	20	1.18	12	3.11	10.23	20	4.73	15.32	14	4.41	14.32	20	2.36	E 6.82
1998	49.90	6.01	78.88	26	1.58	18	7.26	24.72	23	6.28	20.60	26	7.37	24.30	23	3.14	E 9.26

2012 results excluding Sandy Not only was the storm unusual but a pump at Elias & E Main went down
 2021 results excluding overflow at Vicksburg caused by mechanical problem
 All overflow duration data is based on float activated time clocks unless noted otherwise
 Overflow quantity is based on Manning formula for overflow pipe flowing half full for first 10 hr of overflow
 and flowing full for any overflow time over 10 hr.
 X - Renovated PS Y - Flow diverted from Mon PS E - Estimated

G.3 Tennerton P.S.D. Meeting Minutes-December 2023

Tennerton Public Service District
Monthly Meeting
December 13, 2023

The regular monthly meeting of the Tennerton Public Service District was held at the district office at 188 Fayette Street, Buckhannon West Virginia on Wednesday December 13, 2023

In attendance were Bob Heater, Scott Casto, Terry Gould, and Vickie Dean. John Barnes was absent.

The meeting was called to order promptly at 2:00 pm by Chairman Bob Heater. The minutes of the previous meeting held on November 8, 2023 were read, there being no corrections or additions, motion to approve was made by Robert Heater, seconded by John Barnes.

Terry Gould presented the monthly financial reports and the bills to be paid. A motion to pay the invoices was made by Bob Heater and seconded by Scott Casto.

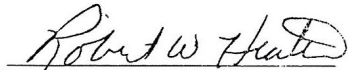
The board reviewed and approved the previous month's credit memos. No shutoffs this month.

Terry Gould reported on the following:

- *Updated agreement with Mt. Hope Water Association. If sewer payment is late, there will be a \$20.00 shut off fee. Scott made the motion to accept, Bob Heater seconded the motion.
- *Joe McDaniels has requested \$631.00 for gravel on the road around the Murphy Mart Pump Station. Mr. McDaniels maintains the road and keeps the brush cut around the pump station at no charge to us.
- *TPSD Chase Bank account has been closed. Those funds were used to open a reserve account at First Community Bank.
- *We have received a second bid on the Orr Street Pump House from Davis Electric in Fairmont. Terry has turned it over to the engineers to accept the lowest bid and get started.
- *We have renewed our WVRWA dues.

There being no other business to discuss, motion was made by to adjourn and seconded by Bob Heater.

Approved



Chairman, Tennerton Public Service District

H. Consent Agenda

H.1 Approval of Minutes 12/21/2023 - Mayor Skinner asked for any additions, corrections or a motion to approve the meeting minutes of 12/21/2023.

Motion to approve the meeting minutes of 12/21/2023, as presented with noted spelling corrections, was made by Shaw/Loftis. Motion carried.

I. Strategic Issues for Discussion and/or Vote

I.1 Review & Approval to Accept the Bid Opening Results: Skid Steer Track Loader & Attachments - Action taken earlier in the meeting.

I.2 Review & Approval to Accept the Bid Opening Results: Deanville Pump Station Improvement - Action taken earlier in the meeting.

J. Board Members Comments and Announcements

- **Mitch Shaw:** Mr. Shaw had nothing further to be discussed.
- **Phil Loftis:** Mr. Loftis had nothing further to be discussed.

K. Adjournment

At 7:54 a.m., a motion to adjourn was made by Shaw/Loftis.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
