

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, March 21, 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	Absent
City Engineer	Jay Hollen	Absent
Mayor’s Office	Barbara Hinkle	Present
Board Member	Phil Loftis	Present
Board Member	Mitchell Shaw	Absent
Sanitary Superintendent	Ethan Crosten	Present

Guests: None

City of Buckhannon Sanitary Board - 7:30 A.M. at City Hall in Council Chambers
Meeting Agenda for Thursday, March 21, 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 February 2023
- 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 Sewer Main Extension Request- Lady Slipper Drive
 - F.2 WVDEP Spill Response Letter
 - F.3 Stormwater Permit Approval- 10 Cardinal Street & 120 ½ E Main Street
 - F.4 Notice of Project to Residents- Island Avenue Sewer Replacement Project
 - F.5 The Pipeline Newsletter from the Public Service Commission of WV-1st Quarter 2024
 - F.6 Tennerton P.S.D. Meeting Minutes-January & February 2024
- G. Consent Agenda
 - G.1 Approval of Minutes 02/15/2024
- H. Strategic Issues for Discussion and/or Vote
 - H.1 Draft Sanitary Board Budget FY 24/25
 - H.2 Disposal of Plant Scrap Equipment: 1987 Kubota & 2000 GMC Dump Bed
 - H.3 Approval Wage Increase Timothy Wilson Obtaining WW Wastewater Certification WW-1 Per approved PayScale implemented in 2023
- I. Board Member's Comments and Announcements
- J. Adjournment

Posted 03/15/2024

- 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. Finance Report-Amby
 - C.1 February 2024: Amby Jenkins presented the following financial report for February 2024:

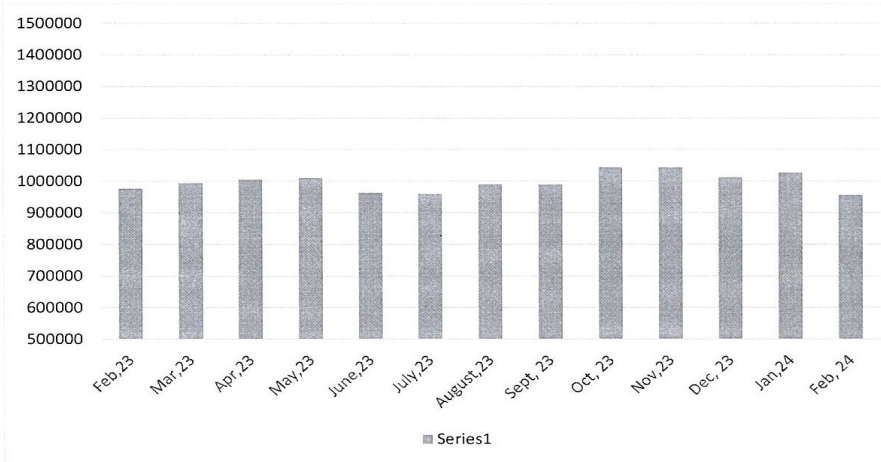
SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance February 29, 2024

Money market checking \$956,075.12

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 January 31, 2024 \$175,359.26

3-20-2024 10:31 AM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: FEBRUARY 29TH, 2024				PAGE: 4
401-SANITARY						% OF YEAR COMPLETED: 66.67
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	162,567.62	1,231,993.33	0.00	568,006.67	68.44
TOTAL UTILITY BILLINGS	1,800,000	162,567.62	1,231,993.33	0.00	568,006.67	68.44
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 CONSMP SURC BILLIN	50	14.70	31.50	0.00	18.50	63.00
401-351-200-00 WST RD EXTEN SURCH BILLIN	1,750	250.00	2,000.00	0.00	(250.00)	114.29
401-352-000-00 INCOME FROM TENNERTON PSD	176,000	23,205.22	199,466.33	0.00	(23,466.33)	113.33
TOTAL HEALTH AND SAFETY	177,800	23,469.92	201,497.83	0.00	(23,697.83)	113.33
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	3,165.00	30,314.00	0.00	9,686.00	75.79
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	3,165.00	30,314.00	0.00	9,686.00	75.79
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	2,318.87	19,493.00	0.00	3,507.00	84.75
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,318.87	19,493.00	0.00	3,507.00	84.75
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	268.75	0.00	81.25	76.79
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	100.00	5,337.75	0.00	(3,337.75)	266.89
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	3,350	100.00	6,056.50	0.00	(2,706.50)	180.79
TOTAL REVENUE	2,045,150	191,621.41	1,490,794.66	0.00	554,355.34	72.89

401-SANITARY

% OF YEAR COMPLETED: 66.67

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	7,243.61	61,383.10	0.00	29,616.90	67.45
TOTAL SALARIES & BENEFITS	91,000	7,243.61	61,383.10	0.00	29,616.90	67.45
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	24,000	2,689.72	16,797.70	0.00	7,202.30	69.99
TOTAL CONTRACTUAL SERVICES	24,000	2,689.72	16,797.70	0.00	7,202.30	69.99
COMMODITIES						
401-711-313-00 VICKSBURG	12,000	1,392.85	7,600.91	0.00	4,399.09	63.34
TOTAL COMMODITIES	12,000	1,392.85	7,600.91	0.00	4,399.09	63.34
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	9,500	1,184.58	6,714.54	0.00	2,785.46	70.68
TOTAL CAPITAL OUTLAY	9,500	1,184.58	6,714.54	0.00	2,785.46	70.68
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	253.37	1,428.55	0.00	1,571.45	47.62
TOTAL CONTRIBUTIONS	3,000	253.37	1,428.55	0.00	1,571.45	47.62
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	185.05	1,103.96	0.00	496.04	69.00
401-711-713-00 DEANVILLE	1,000	73.48	438.03	0.00	561.97	43.80
401-711-813-00 ISLAND AVENUE	500	38.86	179.15	0.00	320.85	35.83
401-711-913-00 MADISON STREET	500	33.09	215.86	0.00	284.14	43.17
401-711-914-00 TJM SEWAGE STATION	550	75.28	415.30	0.00	134.70	75.51
401-711-915-00 WESTON ROAD	600	67.26	338.14	0.00	261.86	56.36
401-711-916-00 HAMPTON INN PS	350	20.98	103.56	0.00	246.44	29.59
401-711-917-00 BRUSHY FORK PS	570	63.03	325.13	0.00	244.87	57.04
401-711-918-00 RT 20 SEWER PUMP STATION	200	10.32	66.29	0.00	133.71	33.15
401-711-919-00 1 BUCKHANNON RD	200	5.06	40.36	0.00	159.64	20.18
401-711-920-00 PLANT VEHICLES-2,3,8	30,900	1,243.86	14,709.76	0.00	16,190.24	47.60
401-711-920-01 TENNERTON INTERCEPTOR	5,000	0.00	2,088.25	0.00	2,911.75	41.77
401-711-920-02 NATURAL GAS	3,000	394.68	1,348.10	0.00	1,651.90	44.94
401-711-921-00 BROOKE ST PUMP STA	3,500	344.30	2,388.61	0.00	1,111.39	68.25
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	35.85	85.19	0.00	214.81	28.40
TOTAL NON-OPERATING EXPENSES	48,770	2,591.10	23,845.69	0.00	24,924.31	48.89
TOTAL POWER/FUEL/UTILITY	188,270	15,355.23	117,770.49	0.00	70,499.51	62.55

401-SANITARY

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,730	493.09	4,915.80	0.00	3,814.20	56.31
TOTAL COMMODITIES	8,730	493.09	4,915.80	0.00	3,814.20	56.31
TOTAL UNIFORMS	8,730	493.09	4,915.80	0.00	3,814.20	56.31
LINES =====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	13,600	902.83	9,301.89	313.37	3,984.74	70.70
TOTAL SALARIES & BENEFITS	13,600	902.83	9,301.89	313.37	3,984.74	70.70
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	40,000	724.33	17,715.93	662.27	21,621.80	45.95
TOTAL CONTRACTUAL SERVICES	40,000	724.33	17,715.93	662.27	21,621.80	45.95
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	31,000	3,659.10	23,181.75	3,396.58	4,421.67	85.74
TOTAL CAPITAL OUTLAY	31,000	3,659.10	23,181.75	3,396.58	4,421.67	85.74
TOTAL LINES	86,600	5,286.26	50,199.57	4,372.22	32,028.21	63.02
PLANT =====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	18,600	988.05	9,718.83	92.75	8,788.42	52.75
TOTAL SALARIES & BENEFITS	18,600	988.05	9,718.83	92.75	8,788.42	52.75
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	29,400	2,725.84	21,252.65	85.00	8,062.35	72.58
TOTAL CONTRACTUAL SERVICES	29,400	2,725.84	21,252.65	85.00	8,062.35	72.58
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	21,000	1,840.55	12,002.13	129.44	8,868.43	57.77
TOTAL COMMODITIES	21,000	1,840.55	12,002.13	129.44	8,868.43	57.77
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	287,000	14,178.47	77,536.45	1,535.69	207,927.86	27.55
TOTAL CAPITAL OUTLAY	287,000	14,178.47	77,536.45	1,535.69	207,927.86	27.55

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	99.36	3,158.32	0.00	2,141.68	59.59
TOTAL CONTRIBUTIONS	5,300	99.36	3,158.32	0.00	2,141.68	59.59
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	306.50	7,102.50	0.00	4,897.50	59.19
401-714-743-00 TELEMETRY	2,600	179.90	1,437.80	0.00	1,162.20	55.30
TOTAL NON-OPERATING EXPENSES	14,600	486.40	8,540.30	0.00	6,059.70	58.50
TOTAL PLANT	375,900	20,318.67	132,208.68	1,842.88	241,848.44	35.66
SALARIES PLANT/LINES						
=====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	266,000	11,775.08	132,971.27	0.00	133,028.73	49.99
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	27,920.75	216,400.64	0.00	223,599.36	49.18
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	39,695.83	349,371.91	0.00	356,628.09	49.49
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	39,695.83	349,394.28	0.00	356,605.72	49.49
SALARIES BOARD/OFFICE						
=====						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	8,000.00	0.00	4,000.00	66.67
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	11,355.96	102,782.36	0.00	61,217.64	62.67
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	12,355.96	110,782.36	0.00	65,217.64	62.94
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	12,355.96	110,782.36	0.00	65,217.64	62.94
FICA/INSURANCE						
=====						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	67,500	3,989.48	35,284.32	0.00	32,215.68	52.27
401-718-105-00 HEALTH INSURANCE	165,000	10,379.43	121,165.94	0.00	43,834.06	73.43
TOTAL SALARIES & BENEFITS	232,500	14,368.91	156,450.26	0.00	76,049.74	67.29
TOTAL FICA/INSURANCE	232,500	14,368.91	156,450.26	0.00	76,049.74	67.29
RETIREMENT						
=====						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	79,380	4,572.76	40,141.19	0.00	39,238.81	50.57
TOTAL SALARIES & BENEFITS	79,380	4,572.76	40,141.19	0.00	39,238.81	50.57
TOTAL RETIREMENT	79,380	4,572.76	40,141.19	0.00	39,238.81	50.57
UNEMPLOYMENT/COMPENSATION						
=====						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,600	886.82	8,114.55	0.00	12,485.45	39.39
TOTAL CONTRACTUAL SERVICES	20,600	886.82	8,114.55	0.00	12,485.45	39.39
TOTAL UNEMPLOYMENT/COMPENSATION	20,600	886.82	8,114.55	0.00	12,485.45	39.39
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	1,896.60	39,911.45	0.00	12,088.55	76.75
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	2,700.00	0.00	900.00	75.00
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: 66.67

401-SANITARY

% OF YEAR COMPLETED: 66.67

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	2,196.60	48,902.22	0.00	39,497.78	55.32
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	2,196.60	48,902.22	0.00	39,497.78	55.32
OFFICE EXPENSE						
=====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	49,000	4,102.16	32,556.06	757.47	15,686.47	67.99
TOTAL COMMODITIES	49,000	4,102.16	32,556.06	757.47	15,686.47	67.99
TOTAL OFFICE EXPENSE	49,000	4,102.16	32,556.06	757.47	15,686.47	67.99
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	0.00	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	0.00	21,089.02	0.00	26,910.98	43.94
TOTAL PROPERTY INSURANCE	48,000	0.00	21,089.02	0.00	26,910.98	43.94
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: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PROFESSIONAL						
=====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSSIONAL SERVICES	45,000	6,000.00	23,813.00	0.00	21,187.00	52.92
TOTAL CONTRACTUAL SERVICES	45,000	6,000.00	23,813.00	0.00	21,187.00	52.92
TOTAL PROFESSIONAL	45,000	6,000.00	23,813.00	0.00	21,187.00	52.92
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	28,289.94	127,644.21	0.00	43,355.79	74.65
TOTAL SALARIES & BENEFITS	171,000	28,289.94	127,644.21	0.00	43,355.79	74.65
TOTAL BOND A	171,000	28,289.94	127,644.21	0.00	43,355.79	74.65
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	4,506.00	20,331.06	0.00	7,668.94	72.61
TOTAL SALARIES & BENEFITS	28,000	4,506.00	20,331.06	0.00	7,668.94	72.61
TOTAL BOND B	28,000	4,506.00	20,331.06	0.00	7,668.94	72.61
CAPITAL/PROJECTS						
=====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	85,000	2,172.00	23,894.32	165.00	60,940.68	28.31
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	0.00	0.00	17,000.00	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	87,652.63	135,905.56	0.00	80,954.44	62.67
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	0.00	71,897.08	4,800.00	93,302.92	45.12
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	89,824.63	231,696.96	21,965.00	348,198.04	42.15

401-SANITARY

% OF YEAR COMPLETED: 66.67

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	89,824.63	231,696.96	21,965.00	348,198.04	42.15
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	248,252.86	1,480,596.62	28,937.57	1,414,205.81	51.63
REVENUE OVER/(UNDER) EXPENDITURES	(878,590)	(56,631.45)	10,198.04	(28,937.57)	(859,850.47)	2.13

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DISBURSEMENTS 02-01-24 to 02-29-24

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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	73.48
		711-313-00	VICKSBURG	110086525471 SYCAMORE	1,392.85
		711-913-00	MADISON STREET	110087327497 RANDOLPH	33.09
		711-513-00	WOOD/RITCHIE STS	110086976856 WOOD	253.37
		711-916-00	HAMPTON INN PS	110087568348 WBUC RD	20.98
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	38.86
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	75.28
		711-915-00	WESTON ROAD	110087676356 WESTON RD	67.26
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	63.03
		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	7,243.61
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,689.72
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	5.06
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	35.85
		711-413-00	EAST MAIN ST	110084766556 E MAIN	1,184.58
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	185.05
		711-921-00	BROOKE ST PUMP STA	110 100961546 BROOKE ST	344.30

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DISBURSEMENTS 02-01-24 to 02-29-24

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FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	GREYLOCK PIPELINE, LLC	711-920-02	NATURAL GAS	JAN 2024 SALES	394.68
	FLYERS ENERGY LLC	711-920-00	PLANT VEHICLES-2,3,8	SAN JAN FUEL BILL	1,243.86
				TOTAL:	15,355.23
UNIFORMS	UNIFIRST CORP.	712-345-00	UNIFORMS	SAN JAN 2024 UNIFORMS	493.09
				TOTAL:	493.09
LINES	REGION VII PLANNING PDC	713-443-00	EQUIPMENT & MAINTENA	GIS SERVICE	422.50
	WARE'S GLASS AND AWNING, LLC	713-443-00	EQUIPMENT & MAINTENA	GLASS	90.00
	MAINLINE LLC	713-443-00	EQUIPMENT & MAINTENA	STEEL PLATE	350.00
	RITE-WAY HEATING & PLUMBING	713-243-00	SUPPLIES LINES	GLUE AND PRIMER	9.78
		713-243-00	SUPPLIES LINES	PLUMBING MATERIALS	59.60
	AIRGAS USA, LLC	713-443-00	EQUIPMENT & MAINTENA	WELDING MATERIALS	144.04
	AUTO ZONE	713-443-00	EQUIPMENT & MAINTENA	WIPERS	34.48
	ADVANCE AUTO PARTS	713-443-00	EQUIPMENT & MAINTENA	VENT AND PROTECTOR	11.58
	NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENA	SPRAY PAINT	46.36
		713-443-00	EQUIPMENT & MAINTENA	CRIMP TERMINAL AND PLIERS	30.67
		713-443-00	EQUIPMENT & MAINTENA	FILTER	232.44
		713-443-00	EQUIPMENT & MAINTENA	FILTERS, OIL	272.25
		713-443-00	EQUIPMENT & MAINTENA	OIL	154.13
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	40.02
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	130.41
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	21.33
		713-443-00	EQUIPMENT & MAINTENA	OIL	79.12
		713-443-00	EQUIPMENT & MAINTENA	FUEL FILTER	9.00
		713-443-00	EQUIPMENT & MAINTENA	LAMP	10.48
		713-443-00	EQUIPMENT & MAINTENA	OIL	19.74
	MISS UTILITY OF WEST VIRGINI	713-443-00	EQUIPMENT & MAINTENA	MESSAGE FEE JAN 2024	34.10
	LOWES BUSINESS ACCOUNTS	713-243-00	SUPPLIES LINES	BATTERIES	16.80
		713-243-00	SUPPLIES LINES	UTILITY KNIVES	10.44
		713-243-00	SUPPLIES LINES	MANHOLES	46.64
		713-243-00	SUPPLIES LINES	HARDWARE	5.55
	BRUFFEY TRUCKING INC	713-243-00	SUPPLIES LINES	STONE	575.52
	JENKINS FORD INC	713-443-00	EQUIPMENT & MAINTENA	LIFT ASY SUPPORT	70.11
	SYLVESTER W. LOWTHER	713-443-00	EQUIPMENT & MAINTENA	OIL	750.00
	BUCKHANNON DISCOUNT TIRE INC	713-443-00	EQUIPMENT & MAINTENA	INSPECTION P-6	19.00
	MY BUCKHANNON	713-143-00	FACILITIES MAINTENAN	ADS CLERICAL, PIPELAYER	396.00
	WALMART STORES INC -BUCKHANN	713-443-00	EQUIPMENT & MAINTENA	2 PK SPEAKERS	55.74
	C & G AUTO REPAIR	713-443-00	EQUIPMENT & MAINTENA	INSPECTION	19.00
		713-443-00	EQUIPMENT & MAINTENA	INSPECTION	19.00
		713-443-00	EQUIPMENT & MAINTENA	INSPECTION	19.00
	CLEVELAND BROTHERS EQUIPMENT	713-443-00	EQUIPMENT & MAINTENA	FLITERS	99.87
		713-443-00	EQUIPMENT & MAINTENA	ANTENNA	46.74
	IN & OUT TIRE	713-443-00	EQUIPMENT & MAINTENA	TIRE	427.99
	FREEDOM AG & ENGERY COOPERAT	713-143-00	FACILITIES MAINTENAN	WATER	104.85
		713-143-00	FACILITIES MAINTENAN	BOOTS	367.98
	IDENTOGO	713-143-00	FACILITIES MAINTENAN	BACKGRND CK MATTHEW MATHEN	34.00
				TOTAL:	5,286.26
PLANT	FISHER AUTO PARTS INC	714-643-00	OPERATION PLANT EXPE	SPRAYNINE	25.31
		714-643-00	OPERATION PLANT EXPE	SOCKETS	4.23
		714-643-00	OPERATION PLANT EXPE	TIRE GAUGE	12.34
	VALLEY STEEL SERVICE	714-343-00	EQUIPMENT MAINTENANC	METAL	172.83
	LEAF	714-143-00	FACILITIES MAINTENAN	PRINTER RENTAL	148.73

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV BUREAU FOR PUBLIC HEALTH	714-243-00	LAB EXPENSE PLANT	JASON TENNEY CLASS II LICE	175.00
		714-243-00	LAB EXPENSE PLANT	TIM WILSON CLASS I LICENSE	125.00
	AIRGAS USA, LLC	714-143-00	FACILITIES MAINTENAN	SAFETY GLASSES	7.32
	AUTO ZONE	714-343-00	EQUIPMENT MAINTENANC	SPARK PLUG SOCKET	8.99
	ADVANCED ANALYTICAL SOLUTION	714-243-00	LAB EXPENSE PLANT	PT TESTS	375.84
	STATE ELECTRIC SUPPLY CO INC	714-443-00	PUMP STATION REPAIR	THERMALS	124.00
	NAPA-AMTOWER AUTO SUPPLY	714-643-00	OPERATION PLANT EXPE	FLIUDS	73.62
		714-643-00	OPERATION PLANT EXPE	FLIUDS	120.30
		714-143-00	FACILITIES MAINTENAN	JB WELD	22.99
		714-343-00	EQUIPMENT MAINTENANC	FILTERS	40.02
		714-343-00	EQUIPMENT MAINTENANC	TORQUE WRENCH	37.47
		714-143-00	FACILITIES MAINTENAN	SURFACE DISK AND FITTING	64.22
	HART OFFICE SOLUTIONS INC.	714-643-00	OPERATION PLANT EXPE	PRINTER SERVICE	70.70
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	JANUARY TESTS	2,050.00
	LOWES BUSINESS ACCOUNTS	714-443-00	PUMP STATION REPAIR	FITTINGS	249.80
	SYLVESTER W. LOWTHER	714-343-00	EQUIPMENT MAINTENANC	GREASE, OIL, BELTS	1,350.92
	BENNY'S BOOT HILL	714-143-00	FACILITIES MAINTENAN	BOOTS	224.91
	JP INDUSTRIAL SERVICES, INC	714-443-00	PUMP STATION REPAIR	PUMP REBUILD	8,250.00
	WV DIV OF MOTOR VEHICLES	714-143-00	FACILITIES MAINTENAN	SAN EMPLOYEE DRIVER LIC CH	105.00
	WALMART STORES INC -BUCKHANN	714-143-00	FACILITIES MAINTENAN	MISC PLANT SUPPLIES	218.99
	C & G AUTO REPAIR	714-343-00	EQUIPMENT MAINTENANC	INSPECTION	19.00
	CLEVELAND BROTHERS EQUIPMENT	714-343-00	EQUIPMENT MAINTENANC	OIL CAP	31.32
	WORLD FUEL SERVICES, INC.	714-343-00	EQUIPMENT MAINTENANC	GREASE, RAGS	180.00
	MICROLOGIC INC	714-743-00	TELEMETRY	FEB 2024 SAN MNTLY SEC MON	179.90
	FREEDOM AG & ENGERY COOPERAT	714-143-00	FACILITIES MAINTENAN	MUCK BOOTS	125.99
		714-143-00	FACILITIES MAINTENAN	WATER	69.90
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	99.36
	CUMMINS SALES & SERVICE FAIR	714-443-00	PUMP STATION REPAIR	PLANNED MAINTENANCE	995.76
		714-443-00	PUMP STATION REPAIR	PLANNED MAINTENANCE	1,114.46
		714-443-00	PUMP STATION REPAIR	PLANNED MAINTENANCE	1,001.51
		714-443-00	PUMP STATION REPAIR	PLANNED MAINTENANCE	2,442.94
SALARIES PLANT/LINES	**PAYROLL EXPENSES			2/01/2024 - 2/29/2024	39,695.83
				TOTAL:	60,014.50
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			2/01/2024 - 2/29/2024	12,355.96
				TOTAL:	12,355.96
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN FEB 2024 HEALTH INS	10,330.68
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,650.26
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,583.04
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	385.96
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	370.22
	PAYFLEX - INSPIRA	718-105-00	HEALTH INSURANCE	SAN FEB 2024 HSA FEES	48.75
				TOTAL:	14,368.91
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,763.34
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,731.21
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	516.33
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	561.88
				TOTAL:	4,572.76
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 1-2 TO 2-1-24	886.82
				TOTAL:	886.82

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
BILLING/COMPUTER/DEP I	LEAF	783-341-00	BILLING & COLLECTING	FEB 2024 CITY HALL COPIER	155.50
	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	SANT DEPT 2-29-24	300.00
	BUCKHANNON POSTMASTER	783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
	LYNX WV INC	783-341-00	BILLING & COLLECTING	FEB 2024 IT CONTRACT SERVI	425.00
	US POSTAL SERVICE (CMRS-FP)	783-341-00	BILLING & COLLECTING	FEB 2024 POSTAGE	250.00
	FP FINANCE PROGRAM	783-341-00	BILLING & COLLECTING	FEB 20224 MAILER&INSTR PYM	94.30
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING	FEB 2024 CITY HALL INTERNE	214.63
	ROSSMAN & CO/PCB CORP	783-341-00	BILLING & COLLECTING	DEBT COLLECTION	7.17
				TOTAL:	2,196.60
OFFICE EXPENSE	GATES SUPPLY	793-341-00	OFFICE SUPPLIES & EX	PLOTTER INK	102.00
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	JAN 2024 CC FEES	3,000.07
	MY BUCKHANNON	793-341-00	OFFICE SUPPLIES & EX	ADS CLERICAL, PIPELAYER	60.50
	WALMART STORES INC -BUCKHANN	793-341-00	OFFICE SUPPLIES & EX	CLEANING SUPPLIES	47.18
		793-341-00	OFFICE SUPPLIES & EX	CLEANING SUPPLIES	34.15
	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	24.17
	COMFORTECH LLC	793-341-00	OFFICE SUPPLIES & EX	2023 HVAC SYS ANNUAL MAINT	759.00
				TOTAL:	4,102.16
PROFESSIONAL	THOMAS J O'NEILL	896-223-00	PROFESSSIONAL SERVIC	THOMAS ONEILL 2-29-24	1,250.00
	JEREMY DRENNEN, CPA	896-223-00	PROFESSIONAL SERVIC	PSC SEWER REPOT 2023	4,750.00
				TOTAL:	6,000.00
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SAN FEB 24 BOND A PYMT	14,144.97
		970-199-00	BOND ISSUE #A	WATER BOND A &B	14,144.97
				TOTAL:	28,289.94
BOND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN FEB 2024 BOND B PYMT	2,253.00
		980-199-00	BOND ISSUE #B	WATER BOND A &B	2,253.00
				TOTAL:	4,506.00
CAPITAL/PROJECTS	JERRY'S SALVAGE LLC	997-451-00	PLANT - CAPITAL	4" PIPE	132.00
	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
	CLEVELAND BROTHERS EQUIPMENT	997-454-00	NEW EQUIPMENT-CAPITA	SKID STEER	86,220.00
	AQUA-AEROBIC SYSTEMS, INC.	997-451-00	PLANT - CAPITAL	SHOP MOTOR	2,040.00
				TOTAL:	89,824.63

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	REGION VII PLANNING PDC	805-341-00	STORMWATER MATERIALS	GIS SERVICE	260.00
	RITE-WAY HEATING & PLUMBING	805-341-00	STORMWATER MATERIALS	DRAIN KING	13.99
	LOWES BUSINESS ACCOUNTS	805-458-00	STORMWATER CAPITAL	SAKRETE	17.19
		805-458-00	STORMWATER CAPITAL	ASPALT REPAIR	63.09
		805-458-00	STORMWATER CAPITAL	STRAP, ANCHORS	58.05
		805-458-00	STORMWATER CAPITAL	ASPHALT REPAIR	63.09
		805-341-00	STORMWATER MATERIALS	3" TRASH PUMP	1,121.95
		805-341-00	STORMWATER MATERIALS	COLD PATCH	252.36
		805-341-00	STORMWATER MATERIALS	COLD PATCH	63.09
	CENTRAL SUPPLY CO	805-458-00	STORMWATER CAPITAL	CONCRETE	1,045.68
	ATLAS GROUP LLC	805-341-00	STORMWATER MATERIALS	VAC TRUCK RENTAL	1,500.00
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	151.19
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	95.04
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	137.14
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	19.89
	FERGUSON WATERWORKS	805-341-00	STORMWATER MATERIALS	TEST BALL	239.67
	APPALACHIAN FOREST PRODUCTS	805-341-00	STORMWATER MATERIALS	SWAMP MATS	1,000.00
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	199.10
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	78.99
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	46.57
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	18.48
	ROZELLE ENTERPRISES LLC	805-458-00	STORMWATER CAPITAL	RITCHIE STREET STORM	4,775.25
	JOHN SMITH DBA OUT ON A LIMB	805-458-00	STORMWATER CAPITAL	TREE REMOVAL	900.00
			2/01/2024 - 2/29/2024		4,480.73
**PAYROLL EXPENSES			TOTAL:		16,600.54

SANITARY FEB 2024 PAYMENT OF BILLS

- \$2,050.00 – STURM ENVIROMENTAL SERVICES – JANUARY TESTS
- \$1,350.92 – LOWTHER HOSE SUPPLY – GREASE, OIL & BELTS
- \$8,250.00 – JP INDUSTRIAL SERVICES- PUMP REBUILD
- \$4,750.00 – JEREMY DRENNEN CPA – 2023 PSC REPORTS
- \$86,220.00 – CLEVELAND BROTHERS EQUIPMENT – SKID STEER

STORMWATER FEB 2024 PAYMENT OF BILLS

- \$1,500.00 – ATLAS GROUP – VAC TRUCK RENTAL
- \$4,775.25 – ROZELLE ENTERPRISES – RITCHIE STREET STORMSEWER

426-STORMWATER FUND				% OF YEAR COMPLETED: 66.67		
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	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: 66.67		
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<hr/>						
stormwater						
=====						
 SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	80,000	4,480.73	34,255.73	0.00	45,744.27	42.82
426-805-104-00 STORMWATER FICA	6,120	343.14	2,625.44	0.00	3,494.56	42.90
426-805-106-00 STORMWATER RET	7,200	403.26	3,083.01	0.00	4,116.99	42.82
TOTAL SALARIES & BENEFITS	93,320	5,227.13	39,964.18	0.00	53,355.82	42.82
 COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	20,000	4,451.06	14,594.89	102.97	5,302.14	73.49
TOTAL COMMODITIES	20,000	4,451.06	14,594.89	102.97	5,302.14	73.49
 CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	206,680	6,922.35	64,754.99	3,214.60	138,710.41	32.89
TOTAL CAPITAL OUTLAY	206,680	6,922.35	64,754.99	3,214.60	138,710.41	32.89
<hr/>						
TOTAL stormwater	320,000	16,600.54	119,314.06	3,317.57	197,368.37	38.32
<hr/>						
TOTAL EXPENDITURES	320,000	16,600.54	119,314.06	3,317.57	197,368.37	38.32
REVENUE OVER/(UNDER) EXPENDITURES	(220,000)	(16,600.54)	(19,314.06)	(3,317.57)	(197,368.37)	10.29

Skinner/Loftis motioned to accept the February 2024 financial report as presented. Motion carried.

Without objection, *H.1 Draft Sanitary Board Budget FY 24/25* was moved to the table. Mayor Skinner asked Mrs. Jenkins to provide an overview. No action was necessary on this item.

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

ES-59 Revised 1975		STATE OF WEST VIRGINIA SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS							Month: Feb.2024 City: Buckhannon, WV. Operat.Ethan.Crosten					
INFLUENT WASTEWATER						BELT PRESS			Plant Effluent					
Date	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals.Wet Sludge Added	Pounds Dry solid: 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								
MAXIMUM	144	142	3.199	15.0	7.24	2.0	152,222	18,325	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

D.1 Plant Operations— The plant has been operating well throughout this period. The WVDEP conducted the annual lab inspection. We have not yet received the report for the inspection but anticipate no issues with renewal.

D.2 Maintenance Crew—The maintenance crew has been busy with the inspection of Deanville Pump Station and several other projects. Deanville is nearly complete, with the lining being sprayed on Tuesday and the electrical hookup today. Bear Contracting has done a great job on the project.

The Maintenance Crew has been rerouting our septage hauler discharge from the bar rack floats. So far, this setup is much more efficient in getting septage haulers in and out of the plant. They have also been replumbing polymer-filled lines at the belt press, installing a new control panel at Wood and Ritchie Street, and rebuilding the old control panel at Wood and Ritchie Streets to reuse at one of the plant drainage pump stations.

D.3 Line Crew #1 – (Brian)—Brian’s crew has been finishing up a few taps on Route 20 North, Cardinal Street, and plugging lines on a building set to be demolished by the County. They also added cleanouts on 1031 Shawnee Drive and 56 Fifth Street. They have begun mobilizing to Island Avenue and working on the first bore pit. We hope to complete the bore by next week, but soil conditions are already an issue.

D.4 Line Crew #2 – (Scott)— Scott’s Crew has primarily been working on replacing a failing storm line along Monongalia Street; several complaints about this system have occurred. This project has been completed. Scott's crew also upgraded approximately 20 feet of line in the Anderegg Addition. They finished a sinkhole repair on a storm line along Fifth Street. They are repairing a few yards while we

wait for light rentals on Island Avenue, and then we move to that job.

D.5 ARPA Projects Update—We are trending towards being \$93,000 over on the ARPA projects. The latest budget revision covers this discrepancy if we need to use sanitary sewer funds.

PROJECTED COSTS TO DATE							
City of Buckhannon							
American Rescue Plan Act (ARPA)							
Infrastructure Expenditures To Date - Engineering through January 31, 2024 and Construction through March 13, 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	-\$101,626.49	\$1,285,126.76
							-\$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	\$118,816.97	\$172,500.00	
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	\$864,731.19	\$992,484.92	
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	\$975,924.35	\$215,528.29	\$1,103,678.08
							\$87,774.56
COB Projects Improvements (e. + h.):			\$2,455,280.31		\$2,269,003.47	\$2,388,804.84	
Contingency (@ 10%):			\$245,528.03		\$226,900.35	\$0.00	
Total COB Project Improvements:			\$2,700,808.34		\$2,495,903.81	\$2,388,804.84	
Overrun / Underrun:			-\$317,903.07		-\$112,998.54	-\$5,899.56	

D.6 Island Avenue Project—We have begun digging the first bore pit for this project. Temporary traffic control rental will arrive on April 1 to begin the upper section of the project.

D.7 FEMA Closeout Update – Mr. Hollen has closed this project out.

E. Storm Water Issues for Discussion and/or Vote

E.1 – Some discussion occurred, but no actionable items were presented.

F. Correspondence and Information – Ethan provided an overview of several of these items.

F.1 Sewer Main Extension Request- Lady Slipper Drive

Sewer Form No. 6
(Sewer Rule 7.4.5.b.)
Form of cost estimate to be
provided to applicants for service

Dear Customer:

We have received a petition for a sewer main extension and have estimated the construction cost to extend the main to serve the properties of the 1 (insert number) petitioners. This estimate is summarized below:

Sewer line <u>8"</u> <u>672</u> feet at \$ <u>10.75</u> / foot	<u>7224.00</u>
Excavation/Installation <u>672</u> feet at \$ <u>90.00</u> / foot	<u>60,480.00</u>
Materials (fittings, valves, stone, etc.)	<u>16,800.00</u>
Permits/Rights-of-way (Health, Highways, etc.)	<u>233.10</u>
Restoration (seeding, gravel, etc.)	<u>2016.00</u>
Related Cost (engineering, legal, etc.)	<u>10367.00</u>
Total Estimated Extension Construction Cost Minus Utility's Share (estimated total net	<u>103,293.00</u>
revenue per customer pursuant to Sewer Rule 7.4.5.d.)	<u>2961.00</u>
Estimated Cost to be Paid by Customers	<u>103293.00</u>
Estimated Cost per Customer	<u>103293.00</u> Includes Credit for 1st road box

When the "customer's share" referenced above is deposited with the Utility, the Utility will apply for the necessary permit applications and begin construction as soon as possible. If the actual cost to construct the extension is less than the estimated cost, the Utility will refund the difference to the original depositors. If the actual cost exceeds the estimated cost, the Utility will bill the depositors for the difference. This difference must be settled before service can actually be connected.

All customers will be required to sign an extension agreement and an application for service and/or a users agreement and pay a tap fee of \$ 720.00, and a security deposit of \$ 50.00 prior to receiving service. The security deposit is refunded with interest following twelve consecutive months of full and timely payments for services rendered.

The estimated start date of construction is 03/01/2025.

The estimated duration of construction is 2 months days.

F.2 WVDEP Spill Response Letter

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

February 29, 2024

West Virginia Department of Environmental Protection
James McClain, Environmental Enforcement
2031 Pleasant Valley Road
Fairmont, WV 26554

Mr. McClain,

This Letter is written to address the spill reported by the City of Buckhannon Wastewater Treatment Plant on February 28, 2024. The spill reference number, given by the WVDEP spill hotline, is 49-38367. There was a significant amount precipitation in a short interval, with multiple intense periods of rainfall. This can be seen by the amount of rainfall, approximately 0.94 inches, primarily between 9:00 am and 1:00pm. This can also be seen in the National Weather Service’s Hydrograph, which its data is collected approximately ½ mile upstream of the wastewater treatment plant. The hydrograph shows river level rising from approximately 7.5 feet at 9:00 am to approximately 17.5 feet at 9:00 pm. The plant is capable of handling these flows; however, the suddenness of this precipitation caused this spill.

We were able to get control of the plant approximately 1 hour after the initial surge. This was done by turning on waste sludge pumps in addition to both return pumps, which is typically not needed. To avoid this in the immediate future we will be turning on waste sludge pumps in addition to the return pumps quicker and monitor predicted rainfalls more closely. In the long-term future, a project is currently being developed to dredge the oxidation ditches. It is believed there is significant amounts of sedimentation in the two oxidation ditches taking up volume for solids to settle out during these highwater events.

The material which was lost from the plant still went through the UV disinfection process. Due to this and the minimal material lost, we believe there will be no harmful effects to the environment. All processes returned to normal by the end of the day on February 28, 2024.

If there are any questions or concerns, please contact me at 304-472-5459 ext. 1703 or via email at ethan.crosten@buckhannonwv.org.

Sincerely,
Ethan Crosten
Ethan Crosten
City of Buckhannon
Sanitary Department Superintendent

CC: Robert Neal Skinner, Mayor
Jerry Arnold, Public Works Director

F.3 Stormwater Permit Approval- 10 Cardinal Street & 120 ½ E Main Street

APPROVAL LETTER
STORM WATER FACILITY CONSTRUCTION PERMIT

February 27, 2024

Taylor Foster
10 Cardinal Street
Buckhannon, WV 26201

Dear Ms Foster,

This letter is to inform you of your completed stormwater tap into the City of Buckhannon’s storm sewer system located at 10 Cardinal Street. If you have any questions, please call me at 304 472-5459 or City Hall at 304 472-1651.

Very truly yours,

Ethan Crosten
Ethan Crosten
City of Buckhannon
Stormwater Superintendent

**APPROVAL LETTER
STORM WATER FACILITY CONSTRUCTION PERMIT**

February 26, 2024

Rachel Cuppari
120.5 East Main Street
Buckhannon, WV 2620

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

Ethan Crosten
City of Buckhannon
Stormwater Superintendent

F.4 Notice of Project to Residents- Island Avenue Sewer Replacement Project

CITY OF BUCKHANNON
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1001
TDD: 304.472.9550
Fax: 304.472.0934

February 20, 2024

Dear Customer,

The City of Buckhannon Sanitary Department is preparing a project to upgrade the sanitary sewer in your area. This project is designed to address problems associated with extraneous into the sanitary sewer system. These issues are primarily due to clay tile and other outdated material in this area. Clay tile often allows roots from trees and bushes into the sanitary sewer, has offset joints, and various other issues which allow extraneous flow into the sanitary sewer system. We will be replacing the clay tile with SDR 35 (PVC) sewer pipe.

Extraneous flow is a serious issue in many sanitary sewer systems in the United States, and an issue the Buckhannon Sanitary Department is striving to eliminate. The cost of treating sewage is increasing. eliminating extraneous flow from entering the system will save money and resources.

The project will begin at North Florida Street and replace Sanitary Sewer along Island Avenue to the Gate Street intersection. During the period of construction there may be times of traffic restriction or detour during the work day only. Our crews will keep all interruptions to a minimum and we appreciate your patience and corporation during these times. This project is the first phase of a complete utility and sidewalk upgrade in the area. Once all phases are complete all utilities will be upgraded and new sidewalk will be installed.

If there are any questions or comments, please feel free to contact Ethan Crosten, Sanitary Department Superintendent, at (304) 472-5459. We look forward to completing this project and providing the best service possible.

Sincerely,

Ethan Crosten
City of Buckhannon
Sanitary Department Superintendent

**F.5 The Pipeline Newsletter from the Public Service Commission of WV-1st Quarter 2024
F.6 Tennerton P.S.D. Meeting Minutes-January & February 2024**

Tennerton Public Service District
Monthly Meeting
January 10, 2024

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 January 10, 2024

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

The meeting was called to order promptly at 2:00 pm by Chairman Bob Heater. The minutes of the previous meeting held on December 13, 2023 were read, there being no corrections or additions, motion to approve was made by Robert Heater, seconded by Scott Casto.

Vickie Dean 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.

Due to not enough members present election of officers will be held in February.

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

Tennerton Public Service District
Monthly Meeting
February 14, 2024

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, John Barnes, and Vickie Dean. Terry Gould 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.

Election of officers was held. John Barnes made a motion for Robert Heater for Chairman. Scott Casto seconded the motion. Scott Casto made a motion for John Barnes for secretary. Bob Heater seconded the motion. Bob Heater made a motion to retain UBS Inc. as operation manager. John Barnes seconded the motion.

Vickie Dean 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.

Vickie Dean reported on the following:

- *DOH permit has been renewed
- *Ringers has cleaned all the pump stations and made sure they are ready for the season.
- *Ringers have put up the signs on the pump stations.
- *Terry Gould has filled out the forms to have insurance renewed.
- *All banking information has been taken care of and has now been completed.

Scott Casto asked when the Orr Street Pump is going to be replaced.

Robert Heater asked about the Hickory Flat Project.

G. Consent Agenda

G.1 Approval of Minutes 02/15/2024—Mayor Skinner noted that the minutes were not available; therefore, no action could be taken.

H. Strategic Issues for Discussion and/or Vote

H.1 Draft Sanitary Board Budget FY 24/25 – Discussed earlier in the meeting.

H.2 Disposal of Plant Scrap Equipment: 1987 Kubota & 2000 GMC Dump Bed—Mr. Crosten explained that this was discussed at the last meeting, and since then, it has been determined that the best course of action is to sell these two items for scrap.

Skinner/Loftis motioned to dispose of the following plant equipment, a 1987 Kubota and a 2000 GMC Dump Bed, by selling it for scrap. Motion carried.

H.3 Approval Wage Increase Timothy Wilson Obtaining WW Wastewater Certification WW-1 Per approved PayScale implemented in 2023 – Mr. Crosten provided an overview of the request.

STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH

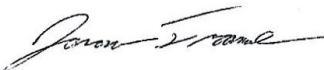
This is to Certify

Timothy D. Wilson

Has complied with all Rules and Regulations of the State of West Virginia to become certified as a

**WW Wastewater Certification WW-1
WVOP34504**

EXPIRATION DATE: January 31, 2026



Director, Office of Environmental Health Services

Loftis/Skinner motioned to approve Timothy Wilson's appropriate wage increase retroactive to the approval of his WW Wastewater Certification WW-1 per the approved PayScale implemented in 2023. The motion carried.

I. Board Member's Comments and Announcements

- **Phil Loftis:** Mr. Loftis had nothing more to discuss.
- **Mitch Shaw:** Mr. Shaw was absent

J. Adjournment

At 7:52 a.m., Loftis made a motion to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____