

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

A regular meeting of the Buckhannon Water Board was held on Thursday, May 09, 2024, at 7:30 a.m. in Council Chambers at City Hall. The following were in attendance (GTM is attendance by GoToMeeting):

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
Dave McCauley	Board Member	Present
David Thomas	Board Member	Present
Don Nestor	Board Member	Present - GTM
Erasmo Rizo	Board Member	Present
Kelly Arnold	Water Superintendent	Present
Jay Hollen	City Engineer	Present
Jerry Arnold,	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Barbara Hinkle	Mayor’s Office	Present
Jerry Myers	COB Water Plant	Present

Guests: None

*City of Buckhannon Water Board – 7:30 AM at City Hall in Council Chambers
Meeting Agenda for Thursday, May 09, 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. Financial Report-Amby Jenkins**
 - C.1 April 2024
- D. Department Report**
 - D.1 Water Department Report-Kelly Arnold
 - D.2 ARPA Projects Update
 - D.3 FEMA Generator Update - Closeout
- E. Correspondence and Information**
 - E.1 Adrian Public Service District: Meeting Minutes March, April 24, Budget FY 24/25 & Audit FY 22/23
 - E.2 Mt. Hope Water Association Meeting Minutes-March 2024
 - E.3 News Release: The Buckhannon Water Department Announces Meade Street Project –Intermittent Street Closures to Take Place continuing through the spring and summer months of 2024
- F. Consent Agenda**
 - F.1 Approval of Minutes: Regular 04/11/24, Special w/ P.S.D.’s 04/11/24
- G. Strategic Issues for discussion and vote**
 - G.1 Approval & Review to Accept the Bid Opening Results: 2024 Water Storage Tanks Inspection & Cleaning Services
 - G.2 Approval & Review ARPA Tennerton Booster Station Building- Change Order Request 1-Electrical Enclosure & Time Extension
 - G.3 Island Avenue -Emergency Dam Repair
 - G.4 Victoria Hill Tank-Emergency Repair
 - G.5 Discussion/Possible Vote to Purchase Heartsmart Automated External Defibrillator (AED) Units
- H. Board Member’s Comments and Announcements**
- I. Adjournment**

Posted 05/03/2024

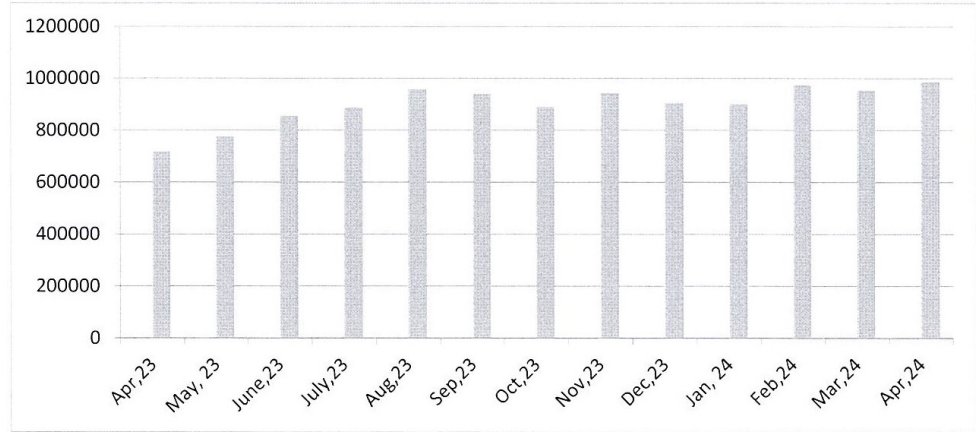
A. Call to Order—Mayor Robbie Skinner called the meeting to order, and then he led those in attendance in a Moment of Silence and the Pledge to the Flag of the United States of America.

B. Recognized Guests:
B.1 None

C. Financial Report-Amby Jenkins
C.1 April 2024: Amby Jenkins presented the following report:

WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance April 30, 2024	
Money market & checking	\$ 1,062,216.43
Work Capital CD (9888).5% maturity 4-11-24(FCB)	\$167,862.80
Work Capital CD (Raymond James) 5.25%May2023	\$178,602.49
CD Savings (1528) .03% converted	
To 7 mth CD 5.14% on 10/27/23(Peoples)	\$271,320.85
Savings 2% #5764795 .05% converted	
to 9 mth CD 5.05% on 10/30/23(Citizens)	\$256,491.81
Savings 2%Depreciation .05%	\$ 1,523.79



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

5-06-2024 11:08 AM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: APRIL 30TH, 2024				PAGE: 3
400-WATER		% OF YEAR COMPLETED: 83.33				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>UTILITY BILLINGS</u>						
400-350-000-00 RESIDENTIAL SALES	950,000	85,566.57	885,158.64	0.00	64,841.36	93.17
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	600,000	52,366.24	535,092.06	0.00	64,907.94	89.18
400-350-000-03 PRIVATE FIRE PROTECTION	15,000	1,427.50	14,345.00	0.00	655.00	95.63
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,565,000	139,360.31	1,434,595.70	0.00	130,404.30	91.67
<u>OUTSIDE DISTRICTS</u>						
400-360-000-00 MT HOPE WATER (MASTER MET	220,000	17,248.25	198,285.25	0.00	21,714.75	90.13
400-360-000-01 HODGESVILLE PSD (MASTER M	220,000	24,300.75	231,317.50	0.00 (11,317.50)	105.14
400-360-000-02 ELKINS ROAD PSD (MASTER M	150,000	16,586.25	186,728.25	0.00 (36,728.25)	124.49
400-360-000-03 ADRIAN PSD (MASTER METER)	206,330	27,019.75	254,782.75	0.00 (48,452.75)	123.48
TOTAL OUTSIDE DISTRICTS	796,330	85,155.00	871,113.75	0.00 (74,783.75)	109.39
<u>GRANTS</u>						
400-366-000-01 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
400-366-000-02 GRANT -BOAT & AIRCOND	0	0.00	0.00	0.00	0.00	0.00
400-368-000-00 TAP FEES	10,000	0.00	8,500.00	0.00	1,500.00	85.00
400-368-000-01 RECLASSIFY REVENUE-ARMORY	0	0.00	0.00	0.00	0.00	0.00
400-368-000-02 RECLASSIFY REVENUE	0	0.00	0.00	0.00	0.00	0.00
400-368-100-00 PROJECTS NOT 5.5 RULE	0	0.00	0.00	0.00	0.00	0.00
400-368-100-03 CONTRIB IN AID CONST 5.5R	0	0.00	0.00	0.00	0.00	0.00
400-368-200-00 CAPITALIZE PROJ EQIP CSTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	10,000	0.00	8,500.00	0.00	1,500.00	85.00
<u>INTRAFUND CONTR/CHARGES</u>						
400-370-000-01 LATE CHARGES	20,000	1,996.84	21,958.37	0.00 (1,958.37)	109.79
400-370-000-02 WATER BILLING-NEW SERVICE	0	0.00	0.00	0.00	0.00	0.00
400-370-000-03 CUSTOMER BILL FEES(BANK-S	2,000	225.00	2,400.00	0.00 (400.00)	120.00
400-370-000-04 C J MARTIN WATER LINE EXT	0	0.00	0.00	0.00	0.00	0.00
400-370-000-05 ATLANTIC CST PIPELINE REV	0	0.00	0.00	0.00	0.00	0.00
TOTAL INTRAFUND CONTR/CHARGES	22,000	2,221.84	24,358.37	0.00 (2,358.37)	110.72
<u>OTHER REVENUE</u>						
400-379-000-00 GAIN ON SALE	0	0.00	0.00	0.00	0.00	0.00
400-380-000-00 INTEREST INCOME	1,000	5,915.94	6,726.96	0.00 (5,726.96)	672.70
400-399-000-00 MISC. NONOPERATING INCOME	88,000	2,300.00	94,913.81	0.00 (6,913.81)	107.86
TOTAL OTHER REVENUE	89,000	8,215.94	101,640.77	0.00 (12,640.77)	114.20
TOTAL REVENUE	2,482,330	234,953.09	2,440,208.59	0.00	42,121.41	98.30

400-WATER % OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT =====						
NON-OPERATING EXPENSES						
400-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION =====						
CONTRIBUTIONS						
400-580-500-00 DEPRECIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
RESERVIOR MANGMT DAM =====						
SALARIES & BENEFITS						
400-601-103-00 RESERVIOR MANAGEMENT LABO	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
400-601-211-00 UTILITIES - ELEC,GAS,PHON	20,000	1,664.45	16,181.92	0.00	3,818.08	80.91
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	20,000	1,664.45	16,181.92	0.00	3,818.08	80.91
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	4,400	0.00	2,548.48	0.00	1,851.52	57.92
400-601-346-00 WATERSHED MANAGEMENT	0	0.00	0.00	0.00	0.00	0.00
400-601-347-00 MAINTENANCE DAM	4,000	0.00	0.00	0.00	4,000.00	0.00
400-601-399-00 WATERSHED, DAM MISC	5,000	0.00	0.00	0.00	5,000.00	0.00
TOTAL COMMODITIES	13,400	0.00	2,548.48	0.00	10,851.52	19.02
TOTAL RESERVIOR MANGMT DAM	33,400	1,664.45	18,730.40	0.00	14,669.60	56.08
WATER PLANT =====						
SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	391,000	25,076.50	290,350.17	0.00	100,649.83	74.26
400-642-104-00 FICA TAX	30,000	1,921.65	22,251.78	0.00	7,748.22	74.17

400-WATER % OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	43,000	2,515.92	31,571.60	0.00	11,428.40	73.42
400-642-106-00 RETIREMENT	35,500	2,256.89	26,131.54	0.00	9,368.46	73.61
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	499,500	31,770.96	370,305.09	0.00	129,194.91	74.14
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	139,000	11,943.47	117,049.59	0.00	21,950.41	84.21
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	0.00	715.00	0.00	1,785.00	28.60
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	634.32	5,153.50	0.00	1,846.50	73.62
TOTAL CONTRACTUAL SERVICES	148,500	12,577.79	122,918.09	0.00	25,581.91	82.77
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,300	0.00	899.22	75.05	2,325.73	29.52
400-642-342-00 MAINT TREATMENT PLANT BLD	6,000	0.00	1,970.34	60.33	3,969.33	33.84
400-642-343-00 VEHICLE MAINTENANCE	700	0.00	590.01	0.00	109.99	84.29
400-642-343-01 PLANT VEHICLE FUEL	4,400	162.62	3,657.86	0.00	742.14	83.13
400-642-344-00 GENERAL EQUIPMENT MAINTEN	24,000	3,108.02	18,692.01	0.00	5,307.99	77.88
400-642-345-00 UNIFORMS PERSONAL SAFETY	3,500	360.08	1,966.26	0.00	1,533.74	56.18
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	4,610.31	65,061.40	1,268.11	14,670.49	81.89
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	2,029.67	9,749.38	0.00	5,250.62	65.00
400-642-348-00 CHEMICAL COSTS	216,000	16,809.49	152,250.74	0.00	63,749.26	70.49
400-642-349-00 COMPLIANCE MONITORING	23,000	593.41	5,192.29	615.70	17,192.01	25.25
400-642-350-00 TELEMETRY COSTS	25,250	0.00	8,775.60	0.00	16,474.40	34.75
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	1,279.82	0.00	1,720.18	42.66
TOTAL COMMODITIES	405,150	27,673.60	270,084.93	2,019.19	133,045.88	67.16
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PLANT	1,053,150	72,022.35	763,308.11	2,019.19	287,822.70	72.67
WATER LINES =====						
SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	437,500	32,991.24	362,545.32	0.00	74,954.68	82.87
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	33,500	2,535.46	27,860.20	0.00	5,639.80	83.16
400-660-105-00 HEALTH INSURANCE	87,000	5,812.28	76,083.12	0.00	10,916.88	87.45
400-660-106-00 RETIREMENT	39,375	2,969.22	32,629.18	0.00	6,745.82	82.87
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	597,375	44,308.20	499,117.82	0.00	98,257.18	83.55
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	28,000	2,894.93	29,449.01	0.00	1,449.01	105.18
400-660-221-00 TRAINING & CONTINUED EDUC	2,500	0.00	1,478.00	0.00	1,022.00	59.12
400-660-226-00 UNEMPLOYMENT/COMPENSATION	13,000	1,156.80	5,671.32	0.00	7,328.68	43.63
TOTAL CONTRACTUAL SERVICES	43,500	4,051.73	36,598.33	0.00	6,901.67	84.13

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>COMMODITIES</u>						
400-660-341-00 OFFICE EXPENSE	8,325	423.28	1,660.82	133.00	6,531.18	21.55
400-660-342-00 MAINTENANCE GARAGE BLDG	3,500	29.96	1,280.62	0.00	2,219.38	36.59
400-660-343-00 VEHICLE MAINTENANCE	8,000	0.00	4,072.68	0.00	3,927.32	50.91
400-660-343-01 LINE VEHICLE FUEL	15,000	2,748.07	11,212.69	0.00	3,787.31	74.75
400-660-344-00 GENERAL EQUIPMENT MAINTEN	22,000	1,193.08	18,991.61	426.29	2,582.10	88.26
400-660-345-00 UNIFORMS-PERSONAL SAFETY	4,500	360.04	1,966.22	0.00	2,533.78	43.69
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	63,000	0.00	28,352.73	438.00	34,209.27	45.70
400-660-348-00 DISTRIBUTION TANK MAINTEN	15,000	0.00	1,443.16	127.36	13,429.48	10.47
400-660-349-00 LINE MAINTENANCE MATERIAL	0	0.00	0.00	0.00	0.00	0.00
400-660-350-00 LINE MAINT PERMITS (DOH)	500	0.00	0.00	0.00	500.00	0.00
400-660-351-00 COMPLIANCE MONITORING	0	0.00	0.00	0.00	0.00	0.00
400-660-352-00 NEW SERVICES, UPGRADE MAT	140,000	5,288.37	71,887.17	1,253.13	66,859.70	52.24
400-660-353-00 MAPPING & LINE LOCATING E	12,000	109.18	3,992.62	0.00	8,007.38	33.27
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	291,825	10,151.98	144,860.32	2,377.78	144,586.90	50.45
<u>NON-OPERATING EXPENSES</u>						
400-660-999-00 TRAN DISTRIB MISCELLANEOU	1,500	424.12	480.12	0.00	1,019.88	32.01
TOTAL NON-OPERATING EXPENSES	1,500	424.12	480.12	0.00	1,019.88	32.01

TOTAL WATER LINES 934,200 58,936.03 681,056.59 2,377.78 250,765.63 73.16

WATER METERS
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<u>SALARIES & BENEFITS</u>						
400-902-103-00 METER ON/OFF & MAINT LABO	0	0.00	0.00	0.00	0.00	0.00
400-902-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
400-902-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
400-902-106-00 RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
400-902-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
<u>CONTRACTUAL SERVICES</u>						
400-902-221-00 TRAINING & CONTINUED EDUC	0	0.00	0.00	0.00	0.00	0.00
400-902-226-00 WORKERS COMP/ INSURANCE	330	0.00	329.51	0.00	0.49	99.85
TOTAL CONTRACTUAL SERVICES	330	0.00	329.51	0.00	0.49	99.85
<u>COMMODITIES</u>						
400-902-342-00 MAINTENANCE OF METER SHOP	0	0.00	0.00	0.00	0.00	0.00
400-902-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-902-343-01 METER VEHICLE FUEL	0	0.00	0.00	0.00	0.00	0.00
400-902-344-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-902-345-00 UNIFORMS-PESONAL SAFETY E	0	0.00	0.00	0.00	0.00	0.00
400-902-346-00 REPLACEMENT NEW METERS, P	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>NON-OPERATING EXPENSES</u>						
400-902-999-00 CUST SERVICE-METER READ -	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL WATER METERS	330	0.00	329.51	0.00	0.49	99.85
<u>OFFICE/ADMIN</u> =====						
<u>SALARIES & BENEFITS</u>						
400-920-101-00 AD & GE SALARIES BOARD	14,400	1,400.00	14,000.00	0.00	400.00	97.22
400-920-103-00 AD & GE OFFICE SALARIES	146,000	11,327.69	123,939.28	0.00	22,060.72	84.89
400-920-104-00 FICA TAX	12,271	973.50	10,552.20	0.00	1,718.80	85.99
400-920-105-00 HEALTH INSURANCE	18,500	1,201.46	17,212.21	0.00	1,287.79	93.04
400-920-106-00 RETIREMENT	14,436	997.56	10,912.11	0.00	3,523.89	75.59
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	205,607	15,900.21	176,615.80	0.00	28,991.20	85.90
<u>CONTRACTUAL SERVICES</u>						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	201.73	1,541.48	0.00	458.52	77.07
400-920-221-00 TRAINING & CONTINUED EDUC	500	0.00	0.00	0.00	500.00	0.00
400-920-226-00 UNEMPLOYMENT/COMPENSATION	2,600	472.60	1,220.74	0.00	1,379.26	46.95
400-920-232-00 BOND ANNUAL FEE	0	0.00	1,050.00	0.00	(1,050.00)	0.00
TOTAL CONTRACTUAL SERVICES	5,100	674.33	3,812.22	0.00	1,287.78	74.75
<u>COMMODITIES</u>						
400-920-341-00 MATERIALS & SUPPLIES EXPE	55,000	5,505.62	68,505.98	60.50	(13,566.48)	124.67
400-920-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-920-347-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-920-348-00 MAINTENANCE & RENT-OFFICE	10,950	10,000.00	10,950.00	0.00	0.00	100.00
400-920-349-00 AUDITING EXPENSE	8,300	469.75	8,453.00	0.00	(153.00)	101.84
400-920-350-00 PROFESSIONAL & LEGAL EXPE	23,500	1,250.00	22,912.50	0.00	587.50	97.50
400-920-351-00 ENGINEERING EXPENSE	100,000	0.00	99,850.00	0.00	150.00	99.85
400-920-352-00 PROPERTY INSURANCE	52,300	0.00	31,265.04	0.00	21,034.96	59.78
400-920-353-00 PSC ASSESSMENTS	6,000	0.00	5,284.85	0.00	715.15	88.08
400-920-369-00 CUSTOMER DEP INTEREST PAI	700	0.00	1.80	0.00	698.20	0.26
TOTAL COMMODITIES	256,750	17,225.37	247,223.17	60.50	9,466.33	96.31
<u>CAPITAL OUTLAY</u>						
400-920-459-00 CAPITAL OUTLAY OFFICE	14,900	384.48	7,370.33	0.00	7,529.67	49.47
TOTAL CAPITAL OUTLAY	14,900	384.48	7,370.33	0.00	7,529.67	49.47
<u>NON-OPERATING EXPENSES</u>						
400-920-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
400-920-999-00 ADM BOARD-BILLING MISC	17,000	750.00	18,915.51	0.00	(1,915.51)	111.27
TOTAL NON-OPERATING EXPENSES	17,000	750.00	18,915.51	0.00	(1,915.51)	111.27
TOTAL OFFICE/ADMIN	499,357	34,934.39	453,937.03	60.50	45,359.47	90.92

400-WATER % OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBTS =====						
SALARIES & BENEFITS						
400-955-109-00 BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
BOND PAYMENTS =====						
CONTRACTUAL SERVICES						
400-970-221-00 WATER BOND A 2016	270,000	22,481.88	225,354.75	0.00	44,645.25	83.46
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,000	22,481.88	225,354.75	0.00	44,645.25	83.46
TOTAL BOND PAYMENTS	270,000	22,481.88	225,354.75	0.00	44,645.25	83.46
CAPITAL/PROJECTS =====						
SALARIES & BENEFITS						
400-999-110-00 PAINT WATER TANKS	0	0.00	0.00	0.00	0.00	0.00
400-999-120-00 METER READER HANDHELD UPG	0	0.00	0.00	0.00	0.00	0.00
400-999-130-00 BOAT&AC GRANT 2020	0	0.00	0.00	0.00	0.00	0.00
400-999-140-00 ISLAND AVE 6" TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-140-01 MEADE ST / CENTRAL	0 (77,918.68)	0.00	0.00	0.00	0.00
400-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
400-999-170-00 ATLANTIC CST PIPEL PASSTH	0	0.00	0.00	0.00	0.00	0.00
400-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
400-999-173-00 MEADE - COLLEGE TO CAMDEN	200,000	82,313.59	82,313.59	0.00	117,686.41	41.16
400-999-176-00 LIGHTBURN STREET	75,000	0.00	0.00	0.00	75,000.00	0.00
400-999-177-00 VALLEY GREEN MASTER METER	0	0.00	0.00	0.00	0.00	0.00
400-999-178-00 HYDRANT UPGRADE TO STEAME	0	0.00	0.00	0.00	0.00	0.00
400-999-187-00 BRIDGE METER SHOP TO CHEM	0	0.00	0.00	0.00	0.00	0.00
400-999-188-00 BRUSHY FORK LANE WIDENING	0	0.00	0.00	0.00	0.00	0.00
400-999-189-00 RENEW 84 METER SERVICES	0	0.00	0.00	0.00	0.00	0.00
400-999-190-00 VARIOUS OTHER PROJECTS	4,000	0.00	0.00	0.00	4,000.00	0.00
400-999-191-00 HOUSING AUTHORITY METERIN	0	0.00	0.00	0.00	0.00	0.00
400-999-197-00 PAINTING INT N. BKH TANK	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	279,000	4,394.91	82,313.59	0.00	196,686.41	29.50
NON-OPERATING EXPENSES						
400-999-602-00 INTAKE LARGE COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
400-999-612-00 WATER PLANT PROJ PHASE 1	0	0.00	0.00	0.00	0.00	0.00
400-999-613-00 KNOLLWOOD 4" TAP	35,000	0.00	0.00	0.00	35,000.00	0.00

400-WATER % OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-619-00 24 MISC VALVES TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-620-00 EMERG GEN @ BOOSTER STATI	0	0.00	0.00	0.00	0.00	0.00
400-999-621-00 PAINT INT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-622-00 LEWIS LINE EXTENTION	0	0.00	0.00	0.00	0.00	0.00
400-999-623-00 CORR H SOUTH WATER LINE	0	0.00	0.00	0.00	0.00	0.00
400-999-624-00 PAINT EXT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-625-00 14 NEW CITY/COUNTY HYDRAN	0	0.00	0.00	0.00	0.00	0.00
400-999-626-00 COMMERCIAL LAWNMOWER	0	0.00	0.00	0.00	0.00	0.00
400-999-627-00 GPS & LAPTOP	0	0.00	0.00	0.00	0.00	0.00
400-999-628-00 ST JOE CHECK VALVE SYSTEM	0	0.00	0.00	0.00	0.00	0.00
400-999-665-00 DEPRECIATION FUND (NEW PL	0	0.00	0.00	0.00	0.00	0.00
400-999-666-00 VICTORIA HILL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-667-00 FILTER MEDIA REPLACEMENT	0	0.00	0.00	0.00	0.00	0.00
400-999-668-00 REBUILD ALTITUDE AND PRV	7,000	0.00	0.00	0.00	7,000.00	0.00
400-999-669-00 EWMS EXP EARLYWARNINGMON	11,000	0.00	0.00	0.00	11,000.00	0.00
400-999-670-00 BATTLE GREEN -BR FRK RELO	0	0.00	0.00	0.00	0.00	0.00
400-999-671-00 REPLACE FLAT METER LIDS	0	0.00	0.00	0.00	0.00	0.00
400-999-672-00 LEAK DETECTION EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
400-999-673-00 CLOW TANK BIO FILM REMOVA	0	0.00	0.00	0.00	0.00	0.00
400-999-674-00 REPLACE CREW TRUCK	0	0.00	0.00	0.00	0.00	0.00
400-999-675-00 BOOM TRUCK/SLUDGE	0	0.00	0.00	0.00	0.00	0.00
400-999-676-00 PLANT AIR COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
400-999-677-00 SLUDGE PUMPS	0	0.00	0.00	0.00	0.00	0.00
400-999-678-00 PLANT FLOW METER	0	0.00	0.00	0.00	0.00	0.00
400-999-679-00 LIME/SODA ASH FEEDER	0	0.00	0.00	0.00	0.00	0.00
400-999-680-00 VFD-H.S PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-681-00 SCADA TANK/PUMP STATION	0	0.00	0.00	0.00	0.00	0.00
400-999-681-01 THURMAN AVE PROJECT	0	0.00	0.00	0.00	0.00	0.00
400-999-682-00 RAW WATER TURB METER	0	0.00	0.00	0.00	0.00	0.00
400-999-682-01 PROPERTY PURCHASE 161 WOO	0	0.00	0.00	0.00	0.00	0.00
400-999-682-02 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-682-03 PLANT PUMP REPAIRS 2023	55,000	0.00	54,448.00	0.00	552.00	99.00
400-999-682-04 SUPERVISOR TRUCK	20,836	1,736.28	20,250.80	0.00	585.20	97.19
400-999-682-05 BACKHOE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-06 CAPSTONE REPAIR WTP BLDGS	0	0.00	0.00	0.00	0.00	0.00
400-999-682-07 ROOFING SEAM REPAIR	0	0.00	0.00	0.00	0.00	0.00
400-999-682-08 CADD SOFTWARE LICENSE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-09 TANK MIXERS TENNERTON TAN	0	0.00	0.00	0.00	0.00	0.00
400-999-682-10 N BUCKHANNON TANK CAGE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-11 CHEMICAL PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-682-12 DEER CREEK LINE	50,000	0.00	0.00	0.00	50,000.00	0.00
400-999-683-00 SECURITY GATE	0	0.00	0.00	0.00	0.00	0.00
400-999-684-00 TANK INSPECTIONS	0	0.00	0.00	0.00	0.00	0.00
400-999-685-00 SECURITY FENCING ALL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-686-00 REBUILD ALTITUDE AND PRV	0	0.00	0.00	0.00	0.00	0.00
400-999-687-00 FLOW METER TENNERTON	0	0.00	0.00	0.00	0.00	0.00
400-999-688-00 MASTER METERS COLLEGE	0	0.00	0.00	0.00	0.00	0.00
400-999-689-00 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-690-00 EXTRA PUMPS FOR PS	0	0.00	0.00	0.00	0.00	0.00
400-999-691-00 SECURITY FOR TANKS/PS	0	0.00	0.00	0.00	0.00	0.00

400-WATER

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-692-00 BACKHOE	0	0.00	0.00	0.00	0.00	0.00
400-999-693-00 CAPSTONE REPAIR WTP	0	0.00	0.00	0.00	0.00	0.00
400-999-694-00 18' SILENT CHECK VALVE	0	0.00	0.00	0.00	0.00	0.00
400-999-695-00 3 & 4 FILTER REHAB	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	178,836	1,736.28	74,698.80	0.00	104,137.20	41.77
TOTAL CAPITAL/PROJECTS	457,836	6,131.19	157,012.39	0.00	300,823.61	34.29
TOTAL EXPENDITURES	3,248,273	196,170.29	2,299,728.78	4,457.47	944,086.75	70.94
REVENUE OVER/(UNDER) EXPENDITURES	(765,943)	38,782.80	140,479.81 (4,457.47) (901,965.34)	17.76-

APRIL 2024 WATER PAYMENT OF BILLS

- \$3,497.88 – LOWES – LAWN MOWER
- \$4,852.76 – SAL CHEMICAL – FLUORIDE
- \$11,956.73 – PHOENIX SOLUTIONS – APRIL CHEMICAL COSTS
- \$5,288.37 – FERGUSON WATERWORKS – MAIN LINE & SERVICE LINE MATERIALS
- \$10,000.00 – CITY OF BUCKHANNON – FY 2023-24 RENT
- \$2,667.50 – FERGUSON WATERWORKS- CORP STOPS

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
RESERVIOIR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110 088 822 306 OHIO LIFT	1,640.60
		601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	23.85
				TOTAL:	1,664.45
WATER PLANT	MON POWER	642-211-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	10,862.63
	RALSTON PRESS INC	642-349-00	COMPLIANCE MONITORIN	DOOR HANGERS	118.41
	UNIFIRST CORP.	642-345-00	UNIFORMS PERSONAL SA	ALL DEPT UNIFORMS APRIL 20	179.80
		642-345-00	UNIFORMS PERSONAL SA	ALL DEPT UNIFORMS MAR 2024	180.28
	RITE-WAY HEATING & PLUMBING	642-346-00	MAINT TREATMENT PLAN	MOTER FOR FEEDER	230.49
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WATER APR 2024 HEALTH INS	2,502.92
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	128.20
	LESLIE EQUIPMENT CO	642-346-00	MAINT TREATMENT PLAN	FILTERS FOR SKID	195.45
	AUTO ZONE	642-346-00	MAINT TREATMENT PLAN	DIESEL COND. FOR GEN	74.15
	LOWES BUSINESS ACCOUNTS	642-346-00	MAINT TREATMENT PLAN	LAWN MOWER	3,497.88
	WV DEPT OF HEALTH	642-349-00	COMPLIANCE MONITORIN	SAMPLE	15.00
	SAL CHEMICAL INC	642-348-00	CHEMICAL COSTS	FLUORIDE	4,852.76
	PREISER SCIENTIFIC INC	642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	1,855.92
	WV MUNICIPAL LEAGUE	642-226-00	UNEMPLOYMENT/COMPENS	WAT 1ST QTR 2024 UNEMPLOYM	634.32
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTIO	608.31
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTIO	604.80
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	491.63
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	552.15
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICALS COSTS	CHEMICALS	9,333.73
		642-348-00	CHEMICALS COSTS	CHEMICALS	2,623.00
	TRACTOR SUPPLY CREDIT PLAN	642-346-00	MAINT TREATMENT PLAN	OIL GUN	15.99
	NORTHERN TOOL & EQUIP	642-346-00	MAINT TREATMENT PLAN	PCRD-OIL PUMPS TO REMOVE O	499.98
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	PCRD-WITHHELD AND MATCHED	759.07

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	798.34
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	177.53
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	186.71
	CLARKSBURG WATER BOARD	642-349-00	COMPLIANCE MONITORIN	BAC-T	230.00
		642-349-00	COMPLIANCE MONITORIN	BAC-T	230.00
	AMAZON.COM	642-346-00	MAINT TREATMENT PLAN	PCRD-EYEWASH STATION	96.37
		642-347-00	PLANT LAB MAINT & SU	PCRD-LAB MATERIALS	69.52
		642-347-00	PLANT LAB MAINT & SU	PCRD-LAB GRADE RECENT BOT	76.52
		642-347-00	PLANT LAB MAINT & SU	PCRD-LAB MATERIALS	67.71
	PAYFLEX - INSPIRA	642-105-00	HEALTH INSURANCE	WATER APR 2024 HSA FEES	13.00
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	WAT APRIL 2024 EQUIP RENTA	35.00
		642-211-00	UTILITIES - ELEC, GA	WAT APRIL 2024 EQUIP RENT	35.00
	AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	PCRD-MARCH CELL PHN & GEOT	332.21
		642-211-00	UTILITIES - ELEC, GA	PCRD-FEB CELL PHN & GEOTAB	332.21
	FRONTIER	642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	70.17
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	66.71
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	81.34
	CUMMINS SALES & SERVICE FAIR	642-344-00	GENERAL EQUIPMENT MA	2Q 2024 GENERATOR SERVICE	773.82
		642-344-00	GENERAL EQUIPMENT MA	2Q 2024 GENERATOR SERVICE	764.82
		642-344-00	GENERAL EQUIPMENT MA	2Q 2024 GENERATOR SERVICE	769.32
		642-344-00	GENERAL EQUIPMENT MA	2Q WTP GENERATOR SERVICE	800.06
	FLYERS ENERGY LLC	642-343-01	PLANT VEHICLE FUEL	WAS MAR 2024 FUEL BILL	162.62
	**PAYROLL EXPENSES			4/01/2024 - 4/30/2024	25,076.50
				TOTAL:	72,022.35
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	154.90
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	7.46
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	6.34
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	7.99
		660-211-00	UTILITIES - ELEC,GAS	110161992976 272 DEVELOPMN	270.88
		660-211-00	UTILITIES - ELEC,GAS	110085818216 DEERCKBOOSTER	146.50
		660-211-00	UTILITIES - ELEC,GAS	110 085 973 250 FT 3	9.93
		660-211-00	UTILITIES - ELEC,GAS	110 085 813 894 DEERCKTANK	22.35
		660-211-00	UTILITIES - ELEC,GAS	110 088 788 390 HIGH SCHO	1,221.05
		660-211-00	UTILITIES - ELEC,GAS	110 100 156 634 ST JOE TOW	15.82
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	10.87
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	10.07
	A F WENDLING INC	660-999-00	TRAN DISTRIB MISCELL	WATER AND PAPER TOWELS	424.12
	UNIFIRST CORP.	660-345-00	UNIFORMS-PERSONAL SA	ALL DEPT UNIFORMS APRIL 20	179.76
		660-345-00	UNIFORMS-PERSONAL SA	ALL DEPT UNIFORMS MAR 2024	180.28
	REGION VII PLANNING PDC	660-353-00	MAPPING & LINE LOCAT	BUCKHANNON GIS	65.00
	LEAF	660-341-00	OFFICE EXPENSE	TOSHIBA 3025AC COPIE	228.00
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WATER APR 2024 HEALTH INS	5,779.78
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	128.19
	AUTO ZONE	660-344-00	GENERAL EQUIPMENT MA	GREASE GUN	34.29
		660-344-00	GENERAL EQUIPMENT MA	GREASE GUN	89.04
		660-344-00	GENERAL EQUIPMENT MA	MR. GASKET, ANTIFREEZE	26.99
		660-344-00	GENERAL EQUIPMENT MA	MR. GASKET, ANTIFREEZE	52.89
		660-344-00	GENERAL EQUIPMENT MA	TEMP UNIT	15.83
	HARBOR FREIGHT TOOLS	660-344-00	GENERAL EQUIPMENT MA	PCRD-FILE AND RASP SET STE	44.97
	MISS UTILITY OF WEST VIRGINI	660-353-00	MAPPING & LINE LOCAT	LOCATES AUG 2011	44.18
	LOWES BUSINESS ACCOUNTS	660-344-00	GENERAL EQUIPMENT MA	HITCH BALL PIN	79.74
		660-344-00	GENERAL EQUIPMENT MA	PCRD-DW 20V 1/2 IMPACT	349.00
	STATE EQUIPMENT INC.	660-344-00	GENERAL EQUIPMENT MA	CUTTING EDGE	455.29

05-06-2024 10:56 AM		DISBURSEMENTS 04-01-24 to 04-30-24			PAGE: 16
FUND: WATER					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV MUNICIPAL LEAGUE	660-226-00	UNEMPLOYMENT/COMPENS	WAT 1ST QTR 2024 UNEMPLOYM	1,156.80
	WV PUBLIC EMPLOYEES RETIREME	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,191.75
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,193.37
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	288.00
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	296.10
	BUCKHANNON POSTMASTER	660-341-00	OFFICE EXPENSE	PCRD- POSTAGE TO MAIL ISLA	19.20
	FERGUSON WATERWORKS	660-352-00	NEW SERVICES, UPGRAD	MAIN LINE MATERIAL	2,213.26
		660-352-00	NEW SERVICES, UPGRAD	MAIN AND SERVICE MATERIAL	1,064.64
		660-352-00	NEW SERVICES, UPGRAD	MAIN AND SERVICE MATERIAL	501.72
		660-352-00	NEW SERVICES, UPGRAD	SERVICE LINE MATERIAL	1,508.75
	TRACTOR SUPPLY CREDIT PLAN	660-344-00	GENERAL EQUIPMENT MA	LOCK PINS	30.72
	WALMART STORES INC -BUCKHANN	660-341-00	OFFICE EXPENSE	PCRD-HOLE PUNCH LYSOL COPY	72.27
		660-342-00	MAINTENANCE GARAGE B	PCRD-WASHING POWDERS	29.96
		660-341-00	OFFICE EXPENSE	OFFICE SUPPLIES	103.81
	INTERNAL REVENUE SERVICE	660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,024.08
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,030.78
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	239.52
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	241.08
	PAYFLEX - INSPIRA	660-105-00	HEALTH INSURANCE	WATER APR 2024 HSA FEES	29.25
		660-105-00	HEALTH INSURANCE	WATER APR 2024 HSA FEES	3.25
	AT&T MOBILITY	660-211-00	UTILITIES - ELEC,GAS	PCRD-MARCH CELL PHN & GEOT	332.19
		660-211-00	UTILITIES - ELEC,GAS	PCRD-FEB CELL PHN & GEOTAB	332.19
	WORLD FUEL SERVICES, INC.	660-343-01	LINE VEHICLE FUEL	DIESEL FUEL	1,592.47
	FRONTIER	660-211-00	UTILITIES - ELEC,GAS	472-2530-101615-4 WATER	70.16
		660-211-00	UTILITIES - ELEC,GAS	30401156600826024 WAT TELE	66.71
		660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	81.33
	FLYERS ENERGY LLC	660-343-01	LINE VEHICLE FUEL	WAS MAR 2024 FUEL BILL	1,155.60
	CINTAS	660-344-00	GENERAL EQUIPMENT MA	FIRST AID CABINET CHECK	14.32
	**PAYROLL EXPENSES			4/01/2024 - 4/30/2024	32,991.24
				TOTAL:	58,936.03

McCauley/Rizo made the motion to accept the April 2024 financial report. Motion carried.

D. Department Report

D.1 Water Department Report - Kelly Arnold provided his monthly report as follows:

CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for April 2024

- Water leaks-2
- Weekly safety meetings.
- Locates.
- Renewed service – 0
- New Services-0
- Residential meters changed-35
- Residential meters tested-35
- Meter change out.
- Meade St. main line about 90% complete will still have to transfer services and abandon old main.

- Cleared brush on right of ways.
- Public Service District meters tested-0
- Meter testing.
- Meter barrel repairs.
- All meters were read in system
- Clearing brush and grass from right of ways and tank sites
- Clearing meter barrel lids.
- Continuing to paint hydrants.
- Cleaning out valve boxes
- Repair meter barrels
- Maintenance booster stations.
- GPS valves, services, leaks for past year.
- 63.9 million gallons of water treated for month of April 2.13 million a day.
- Cost per million gallons treated for April \$214.21
- 19,685 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. - 222
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment.

Month:	Apr-24						
				Monthly			
				Total		Y-T-D	
Million Gallons Treated:						567.6	
Total Chemical Treatment Cost:				13688.22		152097.9	
Cost per Million Gallons:				#DIV/0!		267.9667	
				Amount		Monthly	Y-T-D
Chemical	Cost	Unit		Used (lbs)		Cost	Cost
Carbon	1.25	lb		0		0	11206.6
Chlorine	1.39	lb		1470		2043.3	18117.67
Fluoride	2.201	lb		385		847.385	6670.455
KMnO4	3.65	lb		323		1178.95	15116.48
	1.4						
Lime	0.23	lb		1200		276	1713.5
Premier Pac	0.455	lb		10926		4971.33	53498.47
Soda Ash	0.465	lb		6250		2906.25	32546.25
Sodium Hex	2.93	lb		500		1465	13228.5
Smart-Phos	14.16	GAL		0		0	0
						13688.22	152097.9

Unaccounted For Water through June 30, 2024						
		Plant	Distribution	Sold to	Sold to	Percent
	Produced (a.)	Loss (b.)	Loss (c.)	City (d.)	PSDs (e.)	Loss
Jul-23	63,215,675	1,383,309	302,320	20,168,600	38,026,000	5.28%
Aug-23	62,983,871	1,359,494	103,000	20,993,400	33,379,400	11.35%
Sep-23	59,752,598	1,298,305	227,530	21,303,000	35,364,800	2.61%
Oct-23	62,189,161	1,331,477	120,650	20,502,000	31,813,800	13.54%
Nov-23	61,598,871	1,234,735	153,650	19,954,500	33,090,700	11.63%
Dec-23	66,090,277	1,151,865	63,220	18,490,300	33,554,900	19.41%
Jan-24	67,852,184	1,310,145	1,014,930	20,539,400	38,977,400	8.86%
Feb-24	61,667,862	1,109,700	181,628	21,076,000	35,762,600	5.74%
Mar-24	62,111,872	1,139,457	324,180	18,485,700	34,354,700	12.57%
Apr-24	63,929,011	1,147,109	443,660	19,094,900	34,062,000	14.36%

Along with the prepared report, K. Arnold explained that plant employees have been going door to

door in the community, leaving door hangers where necessary, to follow up on the lead pipe program.

The Meade Street water line project is about 90% complete. The crews will start making connections to the new lines soon.

He discussed the Island Avenue Emergency Dam Repair and the need for an emergency repair to the Victoria Hill Tank.

K. Arnold then asked Jerry Myers to speak about the recent water samplings, who said everything had returned within the required margins.

A more detailed discussion on *G.4 Victoria Hill Tank-Emergency Repair* took place. City Engineer Jay Hollen provided an update on the repair plans.

K. Arnold spoke about possible backflow program state requirements/limits updates. Senator Patrick Martin had recently contacted him on a legislative bill. Amby Jenkins noted that we must create a written policy that the DHHR approves. It was determined that more research on this matter must be done, and we will be on the lookout for any official notice(s) from the appropriate state agency.

Jerry Myers was asked to elaborate on a recent customer concern about water quality. The person referenced data from the UCRM4; we already operate under UCRM5. Of the unregulated contaminants, one is already being regulated. He noted that lab equipment has an accuracy range of + or – 2. All items referenced are under an accuracy rating of less than 2. The information that the complainant referenced came from a website that was selling products.

Mr. Nestor suggested that we collaborate with other municipalities that operate water systems regarding many of the items discussed today.

D.2 ARPA Projects Update - City Engineer Jay Hollen reported that we will have about \$93,000 in savings on the Water ARPRA project and provided an overview of the total ARPRA projects. The Mayor asked how the \$93,000 could be used. Amberle Jenkins said she would check on it.

PROJECTED COSTS TO DATE									
City of Buckhannon American Rescue Plan Act (ARPA) Infrastructure Expenditures To Date - Engineering through January 31, 2024 and Construction through May 2, 2024									
Allocated Money:		\$2,382,456.67							
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	\$1,191,228.34	\$1,293,079.12	-\$101,850.79	\$1,285,126.76	-\$93,898.42	
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	\$134,205.00		\$134,205.00		
4a	Tennerton WST Rehabilitation Legal Ads	-	\$1,000.00	\$1,582.03	\$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	-	\$43,574.69	\$197,079.30	✖	\$271,150.00		
8	Tennerton BS Building	5,544	\$106,250.00	\$43,574.68	\$144,291.97	✖	\$175,700.00		
9	Chemical Feeders at WTP	22,241	\$150,000.00	\$0.00	\$0.00	✖	\$155,936.00		
10	Filter Media at WTP	22,241	\$25,500.00	\$0.00	\$14,500.00		\$14,500.00		
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	\$118,731.40	\$623,369.02		\$884,783.75		
g.) Water Consultant Engineering Fees:			\$100,509.75		\$118,731.40		\$118,731.40		
h.) Water Projects Total (f. + g.):			\$1,181,259.75	\$1,191,228.34	\$742,100.42	\$449,127.92	\$1,003,515.15	\$187,713.19	
COB Projects Improvements (e. + h.):			\$2,455,280.31		\$2,035,179.54		\$2,288,641.91		
Contingency (@ 10%):			\$245,528.03		\$203,517.95		\$0.00		
Total COB Project Improvements:			\$2,700,808.34		\$2,238,697.49		\$2,288,641.91		
Overrun / Underrun:			-\$318,351.67		\$143,759.18		\$93,814.77	👉	

D.3 FEMA Generator Update – Closeout – Jay Hollen noted nothing new to report.

E. Correspondence and Information—Mayor Skinner reviewed the following with the Board; some items were discussed.

E.1 Adrian Public Service District: Meeting Minutes March , April 2024, Budget FY 24/25 & Audit FY 22/23

Adrian Public Service District
March 7, 2024
Monthly Board Meeting

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

All motions were unanimous unless otherwise noted.

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

Minutes of the February 1, 2024 Board meeting were read. Paul made a motion to approve the minutes and Kelly seconded. Motion carried.
Minutes of the February 21, 2024 Special meeting were read. Paul made a motion to approve the minutes and Kelly seconded. Motion carried.

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

Old Business

- None

New Business

- None

Items for Discussion/Action/Approval

- Norma advised the board members of WV Communities Risk Pool (WVCorp) claim filings due to Hinkleville pressure issue. WVCorp is already in process of satisfying claims.
- Norma updates the board on WVCorp mediation results.
- Norma requested approval for Alicia/Norma to attend the Managing Your Employees to Avoid Legal Conflict Course in Charleston on April 30, 2024. Paul made a motion to approve, and Carolyn seconded the motion. Motion carried.

Maintenance Report

- Temporary roof repairs to Carter and Horseshoe Bend Booster Stations. Alton Booster Station needs repaired.
- Replaced 45 feet of waterline and 2 valves under Route 20 feeding Adrian Schoolhouse Road.
- Repaired leak on Route 20 and fixed valve at Adrian Hill.
- Installed two services.
- Repaired two services at top of Adrian Hill and Jake Hurst Body Shop in Hinkleville.
- Started pumping water Helvetia Tank. Found two breaks and vault valve and entire T Section leaking in vault.
- Propane tanks are all set. Awaiting fencing before installation of Generator at Metzner Hollow for security reasons.
- No power drop at Pickens Tank Site yet.
- CITCO repaired Telemetry issues at Hinkleville Booster Station.

Office Report

- Tetrick and Bartlett completed 2022-2023 WV State Audit. Findings were Segregation of Duties and Debt Coverage/Insufficient Rates, which will be resolved with 19-A rate increase in process with Public Service Commission. PSC Audit already performed and staff recommendation is with Adjudication Law Judge for final order approval. Step 1 rates will be applied upon approval and Step 2 rates will be applied upon substantial completion of project.

Adjournment

The meeting adjourned at 4:00 pm.

The next board meeting will be April 4, 2024 at 3:00 pm.
The next project meeting will be March 20, 2024 at 3:00 pm.

Board of Directors

Paul A. Spencer *Carolyn Douglas* *Kelly Arnold*

Adrian Public Service District
March 20, 2024
Phase VIII Project Meeting

Present from Adrian PSD: *Carolyn Douglas, Vice Chairman; Paul Spencer, Chairman; Eric Brunn, Chief Water Operator and Norma Woody, Manager.*

Visitors: *Trey Hornor, P.E. President Hornor Brothers Engineering*
Curry Wallace, Program Coordinator, Region VII
Stacy Karickhoff, Area Specialist/Rural Development/USDA

All motions were unanimous unless otherwise noted.

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

Items for Discussion/Action/Approval

- Trey Hornor, Hornor Brothers Engineering reviewed progress and status of construction (94.2% complete as of February 29, 2024). Indian Camp complete, Get Out Rd complete, Frenchton Rd complete, Freemans Rd complete, Little Trace Run Rd complete, Holly Grove Rd complete, Alexander Rd complete, Route 20 complete, Eden Rd/Gaines complete, Metzner Hollow Rd complete, Karlen Rd complete, Helvetia to Pickens complete, Metzner Hollow pump station installed, Helvetia pump station installed, Pickens Tank and Helvetia Tank installed. Upgraded booster pump stations at Hinkleville, Hoovertown and Carter. All lines complete to Pickens. Health Clinic Booster Station installed and operational. Waterline tested and filled Helvetia Tank. Power installed at Pickens Tank, Helvetia Tank and Metzner Booster Station. March 26th scheduled for power to Pickens Tank and CITCO completion hopeful by end of April.
- Contract 1-Pro Contracting reached Substantial Completion on December 8, 2023. One year warranty begins on December 8, 2023.
- Norma requested approval of Resolution No. 15 of the Phase VIII water extension project. Paul made a motion to approve, and Carolyn seconded the motion. Motion carried.
- Norma requested approval of Adverse Weather Day calculation sheets for Phase VIII water extension project. Contract 1 (0 days); Contract 2 (9 days) January & (9 days) February; Contract 3 (1 day) January & (5 days) February. Carolyn made the motion to approve, and Paul seconded the motion. Motion carried.

Adjournment

The meeting adjourned at 4:00 pm.

Next board meeting will be April 4, 2024 at 3:00 pm. Next project meeting will be April 17, 2024 at 3:00 pm.

Board of Directors

Paul Spencer *Carolyn Douglas* *Kelly Arnold*
Paul Spencer, Chairman Carolyn Douglas, Vice Chairman Kelly Arnold, Sec., Treas.

Adrian Public Service District
April 4, 2024
Monthly Board Meeting

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

All motions were unanimous unless otherwise noted.

Visitor **Martin Christ, DEP Water & Sewer Conservation** with presentation concerning Bull Run request for proposal.

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

Minutes of the **March 7, 2024 Board meeting** were read. Paul made a motion to approve the minutes and Carolyn seconded. Motion carried.

Minutes of the **March 20, 2024 Project meeting** were read. Paul made a motion to approve the minutes and Carolyn seconded. Motion carried.

Invoices/credit card statement were presented. A motion was made to pay by Kelly, seconded by Paul. Motion carried.

Old Business

- None

New Business

- None

Items for Discussion/Action/Approval

- Norma presented the board with **2024-2024 Budget** for approval. Paul made a motion to approve, and Kelly seconded that motion. Motion carried.
- Norma presented the board with a copy of completed **2023 Tetrick & Bartlett WV State Single Audit** for review.
- Norma prepared a copy of **Bad Debt 2024** for the boards review.
- Norma updated the board with results from **UCMR5/PFAS sampling**. A copy was also sent to Jerry Myers and Kelly Arnold with the City of Buckhannon for review.

Maintenance Report

- Repaired service leak.
- Installed two new services.
- Three services to install.
- EFI Booster Station startups.
- CITCO installing telemetry in Pickens.
- 1,300 feet of waterline tested from Pickens tank to Pickens.
- PRV at Pickens adjusted.
- Need Bacteria samples taken at Pickens.

Office Report

- None


Adjournment

The meeting adjourned at 4:00 pm.

The next board meeting will be **May 2, 2024 at 3:00 pm.**
The next project meeting will be **April 17, 2024 at 3:00 pm.**

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

Adrian Public Service District
April 17, 2024
Phase VIII Project Meeting

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

Visitors: *Trey Hornor, P.E. President Hornor Brothers Engineering*
Carry Wallace, Program Coordinator, Region VII
Stacy Karickhoff, Area Specialist/Rural Development/USDA
Doug Heater, Superintendent, Pro Contracting
Casey Karn, Project Manager, Mid-Atlantic Storage Systems via phone

All motions were unanimous unless otherwise noted.

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

Items for Discussion/Action/Approval

- Trey Hornor, Hornor Brothers Engineering reviewed progress and status of construction (**94.9% complete as of March 31, 2024**). Indian Camp complete, Get Out Rd complete, Frenchton Rd complete, Freemans Rd complete, Little Trace Run Rd complete, Holly Grove Rd complete, Alexander Rd complete, Route 20 complete, Eden Rd/Gaines complete, Metzner Hollow Rd complete, Karlen Rd complete, Helvetia to Pickens complete, Metzner Hollow pump station installed, Helvetia pump station installed, Pickens Tank and Helvetia Tank installed. Upgraded booster pump stations at Hinkleville, Hoovertown and Carter. All lines complete to Pickens. Health Clinic Booster Station installed and operational. Waterline tested and filled Helvetia Tank. Power installed at Pickens Tank, Helvetia Tank and Metzner Booster Station. Pickens waterlines tested and Bacteria sampled. Woodford hooking up generators next week. Fencing, site grading, and Telemetry still necessary for completion.
- **Contract 1-Pro Contracting reached Substantial Completion on December 8, 2023. One year warranty begins on December 8, 2023.**
- Norma requested approval of **Resolution No. 16 of the Phase VIII water extension project**. Paul made a motion to approve, and Kelly seconded the motion. Motion carried.
- Norma requested approval of **Adverse Weather Day calculation sheets for Phase VIII water extension project**. Contract 1 (0 days); Contract 2 (0 days) ; Contract 3 (0 days). Carolyn made the motion to approve, and Paul seconded the motion. Motion carried.

Adjournment

The meeting adjourned at 4:00 pm.

Next board meeting will be **May 2, 2024 at 3:00 pm.** Next project meeting will be **May 15, 2024 at 3:00 pm.**

Board of Directors


Paul Spencer, Chairman


Carolyn Douglas, Vice Chairman


Kelly Arnold, Sec., Treas.

E.2 Mt. Hope Water Association Meeting Minutes-March 2024

Mt Hope Water Association Minutes
Board of Directors Regular March Meeting – 3/18/2024

The Regular Board of Directors Meeting of the Mt Hope Water Association was held on Monday, March 18, 2024, at 6:00 pm, at the Mt Hope Water Office. The meeting was called to order by President Donnie Tenney, board members in attendance were, Brian Elmore, Nicholas Cutright, Debbie Cvechko, Marcella Kelley and Navonda Tenney. Also in attendance were Secretary/Treasurer Laurie Adams, Chief Operator Jeff May, Trey Horner of Horner Bros. Engineering, Carrie Wallace of Region VII PDC and Delmuth Kelley.

Donnie recognized the guests and they spoke about the Water Improvement Project. Trey gave his recommendation of the bidders on the two contracts for the project as well as his opinion on the project underrun funds. A motion was made by Marcella to accept the two low bidders, AJ Burk and Mid-Atlantic Storage Systems, motion passed. A motion was made by Nicholas to upgrade the radio read meters to leak detecting meters, motion passed. Carrie advised the board about the budget and the updated amounts. A special meeting will be held on Monday, April 29 @ 6 pm to finalize the funding for the project.

Minutes from the previous Regular Meeting were approved, a motion was made by Debbie, motion carried. The Treasurer's Report was presented along with the past month's bank statements, they were accepted for audit. The Truck Report was presented and approved. The Mt Hope Monthly Report was presented and approved. The Water Loss Report was reviewed and approved. Jeff presented the Operator's Report. He also mentioned pump 1 in pump station 2, recently had to be repaired. The part plus labor should come in below \$1,000.00. Laurie gave an update on D. Shapiro's issue. She had it fixed before we could get out there to assess the problem. The leak adjustments presented were approved, a motion was made by Nicholas, motion carried.

Laurie told the board Wolfe Excavating has paid the requested amount for the leak and will fix the road damage on Foxmill Drive, themselves. A local contact person and his information for the road repair was given to Wolfe Excavating. Mt Hope Water Association has received an invitation from The City of Buckhannon Water Board to attend a meeting on 4/11/24 at City Hall at 6 pm. An invitation from the Upshur Co. Dept. of Homeland Sec. & Emg. Mge. has also been received for 3/25/24. Brian said he would try to attend both meetings.

There being no further business, a motion was made by Marcella to adjourn the meeting at 7:10 pm, motion carried.

Secretary/Treasurer - Laurie Adams

E.3 News Release: The Buckhannon Water Department Announces Meade Street Project - Intermittent Street

F. Consent Agenda –

F.1 Approval of Minutes: Regular 04/11/24, Special w/ P.S.D.'s 04/11/24 – Mayor Skinner asked for any comments or corrections or a motion to approve the minutes as presented.

McCauley/Thomas moved to approve the minutes from the 04/11/24 Regular Meeting and the Special Meeting w/ P.S.D.'s. The motion carried.

G. Strategic Issues for discussion and vote:

G.1 Approval & Review to Accept the Bid Opening Results: 2024 Water Storage Tanks

Inspection & Cleaning Services – Jay Hollen provided an overview of the Bid Opening Results for the 2024 Water Storage Tanks Inspection & Cleaning Services.

ADVERTISEMENT FOR BIDS CITY OF BUCKHANNON WATER DEPARTMENT WATER STORAGE TANKS INSPECTION & CLEANING SERVICES

The City of Buckhannon (City), on behalf of the City of Buckhannon Water Board, is requesting bids from qualified potable water tank inspection firms to provide inspection & cleaning services, along with the associated detailed inspection reports, for the six (6) Water Storage Tanks (WSTs), hereinafter referred to as the Project. The actual number of WSTs to be inspected will depend on the total dollar amount of the bids received versus the amount of money available.

The successful Bidder must adhere to the following Project requirements:

1. The successful Bidder shall provide all services as described in the Bid Package.
2. The work shall be performed in a professional manner in accordance with industry standard best practices.
3. The successful Bidder shall perform a comprehensive interior inspection of the tank in accordance with AWWA M42 Manual of Water Supply Practices "Steel Water-Storage Tanks, Revised Edition" as applicable and ANSI/AWWA D103-09 "Standard for Factory-Coated Bolted Carbon Steel Tanks for Water Storage" as applicable.

- 4. All equipment introduced into the potable (treated) water shall be dedicated for potable water use only and must be disinfected in accordance with AWWA C652 Section 5 and all requirements of the City.
- 5. The successful Bidder shall furnish all labor, materials, equipment, insurance and certifications to complete the proposed work of the Project.
- 6. The WSTs shall in remain in service at all times, including before, during and after both inspection and sediment removal services.
- 7. By submitting a Bid, the Bidder acknowledges that the Bidder has included (in the sealed bid) a sum to cover all costs associated with the Project.
- 8. The successful Bidder, which shall be a qualified potable water tank inspection firm, shall comply with the Certificates of Insurance requirements listed in **Appendix A – Insurance Requirements** (Pages 13 through 21 of the Bid Package).

The Bid Package, containing the technical specifications, Project requirements and additional information, is available to all interested parties. All interested parties should contact James S. Hollen, III, City Engineer for the City of Buckhannon (304-472-1651, extension 1006) for delivery options of the bid package. All clarifications, questions or comments regarding the contents of the bid package must be submitted in writing and either mailed, faxed or emailed to the address below. No clarifications and questions will be accepted after 12:00 PM EST on April 3, 2024. An addendum containing answers to all bidder questions and comments shall be issued no later than April 16, 2024.

Sealed bids should be clearly labeled on the envelope as “WST Cleaning & Inspection Bid” and may be either hand delivered or mailed to the following address:

Mr. James S. Hollen, III, PE – City Engineer
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

All sealed bids must be received by 1:30 PM EST on April 24, 2024, at which time the received bids will be opened and publicly read aloud.

The City reserves the right to reject any and all bids, to award the contract to other than the low bidder, and to waive any informality in bidding. The City reserves the right to reject any all bids that are not in the best interest of the City. In addition, the City also reserves the right to terminate the contract at any time due to noncompliance with the information contained in the Bid Package.

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

Name	Company	Email Address	Contact Phone Number	Q&A Letter 1 (Y/N)	Inspection and Report Amount	Inspection Method (Diver or ROV)
Jay Hollen	City of Buckhannon, WV	jay.hollen@buckhannonwv.org	304-472-1651, x1006			
Jerry Wamsley	City of Buckhannon, WV		304-472-2530			
	Aqueous Infrastructure Management		877-821-6138	Y	\$8,802.00	Diver



Name	Floor Sediment Removal Amount	Cost per Additional Inch of Sediment Removal	Removal Method (Diver or ROV)	Wall Sediment Removal Amount	Removal Method (Diver or ROV)	Paint Analysis Amount	Paint Sample Collection Method (Diver or ROV)	Insurance Documents (Y / N)
Jay Hollen								
Jerry Wamsley								
Aqueous Infrastructure Management	8,802.00	Varies per tank	Diver	\$29,370.00	Diver	N/A	N/A	Yes



McCauley/Rizo moved to approve bid opening results for the 2024 Water Storage Tanks Inspection & Cleaning Services as presented. The motion carried.

G.2 Approval & Review ARPA Tennerton Booster Station Building- Change Order Request 1- Electrical Enclosure & Time Extension – Jay Hollen provided an overview of this agenda item.

CHANGE ORDER NO. 1

Owner: City of Buckhannon

Engineer: Potesta & Associates, Inc.

Contractor: Tradeworx, Inc.

Project: City of Buckhannon A

Contract Name: Contract B – Tennerton Booster Station Building

Date Issued: April 29, 2024

Owner’s Project No.:

Engineer’s Project No.:

Contractor’s Project No.:

Effective Date of Change Order: May 9, 2024

The Contract is modified as follows upon execution of this Change Order:

Description: The increase of Tradeworx’s Contract Bid Price by \$3,200.00 for the cost increase associated with the purchase and installation of a NEMA Type 3R enclosure for the main electric panel inside the new Tennerton Booster Station building.

Attachments: Not Applicable.

Change in Contract Price		Change in Contract Times [State Contract Times as either a specific date or a number of days]	
Original Contract Price:		Original Contract Times:	
\$ 172,500.00		Substantial Completion:	September 18, 2023
		Ready for final payment:	March 1, 2024
[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0:		[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0:	
\$ 0.00		Substantial Completion:	N/A
		Ready for final payment:	N/A
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 172,500.00		Substantial Completion:	September 18, 2023
		Ready for final payment:	March 1, 2024
[Increase] [Decrease] this Change Order:		[Increase] [Decrease] this Change Order:	
\$ 3,200.00		Substantial Completion:	120 Days
		Ready for final payment:	148 Days
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 175,700.00		Substantial Completion:	July 5, 2024
		Ready for final payment:	July 31, 2024

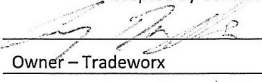
Recommended by Engineer (if required)

By: James S. Hollen, III

Title: City Engineer – City of Buckhannon

Date:

Accepted by Contractor

 Corey Rozelle

Owner – Tradeworx

05/02/24

Authorized by Owner

By: Robert N. Skinner, III

Title: Mayor & Water Board Chair - Buckhannon

Date:

Approved by Funding Agency (if applicable)

RECEIVED APR 29 2024



5 W Lincoln St. Buckhannon, WV 26201 Phone: 304-517-7852 Email: Build.With.Tradework@gmail.com

Invoice

Tradework
5 W Lincoln St.
Buckhannon WV, 26201
Fax: 304-460-2712

Pump House
Buckhannon, WV

Invoice

SERVICE DATES	JOB	PAYMENT TERMS	SUBMITTAL DATE
04/10 – 04/26	Pump House	Due on receipt	04/29/24

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Dig lines for supply and returns, set first upright, dig footers.		
1	3R enclosure	1700	\$1700.00
1	Labor	1500	\$1500.00
SUBTOTAL		\$	3,200.00
SALES TAX		\$	0
TOTAL		\$	3,200.00

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Thank you for your business!

Rizo/Nestor moved to approve Change Order Request 1-Electrical Enclosure & Time Extension as presented. The motion carried unanimously.

G.3 Island Avenue -Emergency Dam Repair—K. Arnold provided an overview of the necessary repair, and a discussion took place.

Thomas/Rizo moved to approve the Island Avenue of the emergency dam repair as presented. The motion carried unanimously.

G.4 Victoria Hill Tank-Emergency Repair – Discussion took place. No action was necessary.

G.5 Discussion/Possible Vote to Purchase Heartsmart Automated External Defibrillator (AED) Units

McCauley/Rizo moved to approve the Water Department's financial participation in purchasing Heartsmart Automated External Defibrillator (AED) Units, one for the Water Plant at the cost of \$2,000 and one for City Hall, with the Water Department portion being \$500. The motion carried.

H. Board Member's Comments and Announcements

- Erasmo Rizo:** Mr. Rizo wished everyone a wonderful WV Strawberry Festival.
- Dave Thomas:** Mr. Thomas had nothing further.
- Dave McCauley:** Mr. McCauley mentioned that the work on Meade Street was going great from his perspective. He felt we should have an ongoing agenda item and discussion on the new Water Plant.
- Don Nestor:** Mr. Nestor stated that he appreciates being able to attend the meeting remotely and all of the department's great work.
- Recorder Sanders:** Mr. Sanders had no further comments.

I. Adjournment

At 8:34 AM, Rizo made a motion to adjoin.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
