

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, August 15, 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	Present
Mayor’s Office	Barbara Hinkle	Absent
Board Member	Phil Loftis	Present
Board Member	Mitchell Shaw	Present - GTM
Sanitary Superintendent/Dir of Public Works	Ethan Crosten	Present

Guests: None

City of Buckhannon Sanitary Board - 7:30 A.M. at City Hall in Council Chambers  
Meeting Agenda for Thursday, August 15, 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 July 2024
- D. Department Report
  - D.1 Plant Operations-Testing
  - D.2 Maintenance Crew
  - D.3 Line Crew #1
  - D.4 Line Crew #2
  - D.5 ARPA Projects Update
  - D.6 Island Avenue Sewer Replacement Project
  - D.7 FEMA Closeout Update
- E. Storm Water Issues for Discussion and/or Vote
  - E.1
- F. Correspondence and Information
  - F.1 Cybersecurity Assessment Certification
  - F.2 PSCWV Commission Order 195.91 & 195.80 PSCWV regarding Opt-out Policy for Mediation of Formal Complaint Cases
- G. Consent Agenda
  - G.1 Approval of Minutes 07/18/2024
- H. Strategic Issues for Discussion and/or Vote
  - H.1
- I. Board Member's Comments and Announcements
- J. Adjournment

Posted 08/09/2024

- A. Call to Order—Mayor Skinner called the meeting to order at 7:31 a.m., leading 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. Finance Report-Amby
  - C.1 July 2024: Amby Jenkins presented the following financial report for July 2024:

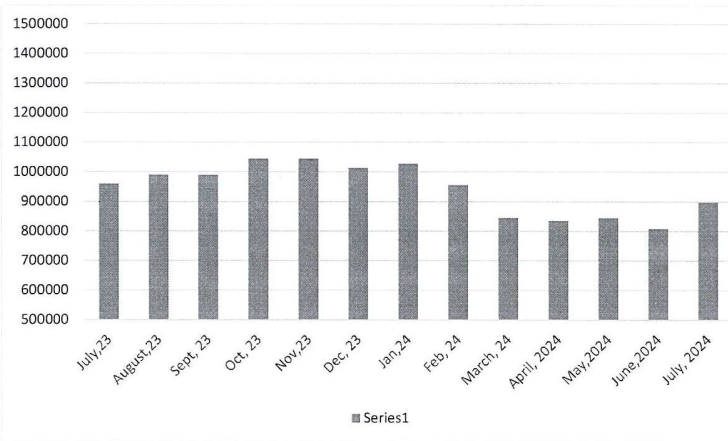
SANITARY BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

Balance July 31, 2024

Money market checking \$897,520.79

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 \$109,499.42  
CD (345244) 4.04% mature Sept 2024 \$25,595.17  
CD (358003) 4.04% mature Sept 2024 \$225,996.07



STORMWATER FUND  
Balance July 31, 2024 \$196,801.39

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

PAGE: 2

426-STORMWATER FUND

% OF YEAR COMPLETED: 08.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
LIC PERMITS & FRANCHISE						
426-327-000-00 STORMWATER MISC PERMITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LIC PERMITS & FRANCHISE	0	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES						
426-369-000-00 CONTRIB FROM GEN FUND	100,000	50,000.00	50,000.00	0.00	50,000.00	50.00
TOTAL INTRAFUND CONTR/CHARGES	100,000	50,000.00	50,000.00	0.00	50,000.00	50.00
OTHER REVENUE						
426-399-000-00 STORMWATER MISC	0	2,222.59	2,222.59	0.00	( 2,222.59)	0.00
TOTAL OTHER REVENUE	0	2,222.59	2,222.59	0.00	( 2,222.59)	0.00
TOTAL REVENUE	100,000	52,222.59	52,222.59	0.00	47,777.41	52.22

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

PAGE: 3

426-STORMWATER FUND

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater =====						
SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	76,680	2,264.00	2,264.00	0.00	74,416.00	2.95
426-805-104-00 STORMWATER FICA	6,120	172.51	172.51	0.00	5,947.49	2.82
426-805-106-00 STORMWATER RET	7,200	203.76	203.76	0.00	6,996.24	2.83
TOTAL SALARIES & BENEFITS	90,000	2,640.27	2,640.27	0.00	87,359.73	2.93
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	5,000	950.00	950.00	0.00	4,050.00	19.00
TOTAL COMMODITIES	5,000	950.00	950.00	0.00	4,050.00	19.00
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	105,000	1,482.94	1,482.94	760.00	102,757.06	2.14
TOTAL CAPITAL OUTLAY	105,000	1,482.94	1,482.94	760.00	102,757.06	2.14
TOTAL stormwater	200,000	5,073.21	5,073.21	760.00	194,166.79	2.92
TOTAL EXPENDITURES	200,000	5,073.21	5,073.21	760.00	194,166.79	2.92
REVENUE OVER/(UNDER) EXPENDITURES	( 100,000)	47,149.38	47,149.38	( 760.00)	( 146,389.38)	46.39-

401-SANITARY

% OF YEAR COMPLETED: 08.33

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	0.00	0.00	1,000.00	0.00
TOTAL OTHER FEES	1,000	0.00	0.00	0.00	1,000.00	0.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	162,717.47	162,717.47	0.00	1,637,282.53	9.04
TOTAL UTILITY BILLINGS	1,800,000	162,717.47	162,717.47	0.00	1,637,282.53	9.04
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 CONSMF SURC BILLIN	50	19.80	19.80	0.00	30.20	39.60
401-351-200-00 WST RD EXTEN SURCH BILLIN	2,000	250.00	250.00	0.00	1,750.00	12.50
401-352-000-00 INCOME FROM TENNERTON PSD	205,775	25,976.15	25,976.15	0.00	179,798.85	12.62
TOTAL HEALTH AND SAFETY	207,825	26,245.95	26,245.95	0.00	181,579.05	12.63
CHARGES FOR SERVICES						
401-362-000-00 DUE FROM GEN FUND-STORM S	0	0.00	0.00	0.00	0.00	0.00
401-362-000-01 SEPTAGE HAULERS	40,000	2,445.00	2,445.00	0.00	37,555.00	6.11
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	0.00	0.00	0.00	0.00
401-362-000-03 RT. 20 NORTH SEWER EXTENS	0	0.00	0.00	0.00	0.00	0.00
401-362-000-04 JAWBONE RUN PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-362-000-05 IJDC GRANT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	40,000	2,445.00	2,445.00	0.00	37,555.00	6.11
GRANTS						
401-368-000-00 CONTRIB REV NOT 5.5RULE	59,129	59,128.75	59,128.75	0.00	0.00	100.00
401-368-000-02 CONTRIB IN AID CONSTRUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	59,129	59,128.75	59,128.75	0.00	0.00	100.00
INTRAFUND CONTR/CHARGES						
401-370-000-01 LATE CHARGES	23,000	2,882.77	2,882.77	0.00	20,117.23	12.53
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,882.77	2,882.77	0.00	20,117.23	12.53
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	0.00	0.00	350.00	0.00
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	500	0.00	0.00	0.00	500.00	0.00
401-399-000-00 MISCELLANEOUS	2,000	91.30	91.30	0.00	1,908.70	4.57
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,850	91.30	91.30	0.00	2,758.70	3.20
TOTAL REVENUE	2,133,804	253,511.24	253,511.24	0.00	1,880,292.51	11.88

401-SANITARY

% OF YEAR COMPLETED: 08.33

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	92,000	10,012.95	10,012.95	0.00	81,987.05	10.88
TOTAL SALARIES & BENEFITS	92,000	10,012.95	10,012.95	0.00	81,987.05	10.88
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	25,000	2,260.43	2,260.43	0.00	22,739.57	9.04
TOTAL CONTRACTUAL SERVICES	25,000	2,260.43	2,260.43	0.00	22,739.57	9.04
COMMODITIES						
401-711-313-00 VICKSBURG	11,000	971.43	971.43	0.00	10,028.57	8.83
TOTAL COMMODITIES	11,000	971.43	971.43	0.00	10,028.57	8.83
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	10,000	521.27	521.27	0.00	9,478.73	5.21
TOTAL CAPITAL OUTLAY	10,000	521.27	521.27	0.00	9,478.73	5.21
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	117.34	117.34	0.00	2,882.66	3.91
TOTAL CONTRIBUTIONS	3,000	117.34	117.34	0.00	2,882.66	3.91
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,700	251.22	251.22	0.00	1,448.78	14.78
401-711-713-00 DEANVILLE	7,000	21.02	21.02	0.00	6,978.98	0.30
401-711-813-00 ISLAND AVENUE	400	15.30	15.30	0.00	384.70	3.83
401-711-913-00 MADISON STREET	400	22.55	22.55	0.00	377.45	5.64
401-711-914-00 TJM SEWAGE STATION	650	28.05	28.05	0.00	621.95	4.32
401-711-915-00 WESTON ROAD	550	35.87	35.87	0.00	514.13	6.52
401-711-916-00 HAMPTON INN PS	200	13.24	13.24	0.00	186.76	6.62
401-711-917-00 BRUSHY FORK PS	500	36.24	36.24	0.00	463.76	7.25
401-711-918-00 RT 20 SEWER PUMP STATION	100	7.50	7.50	0.00	92.50	7.50
401-711-919-00 1 BUCKHANNON RD	100	7.50	7.50	0.00	92.50	7.50
401-711-920-00 PLANT VEHICLES-2,3,8	23,000	2,805.71	2,805.71	0.00	20,194.29	12.20
401-711-920-01 TENNERTON INTERCEPTOR	3,200	357.38	357.38	0.00	2,842.62	11.17
401-711-920-02 NATURAL GAS	2,500	0.00	0.00	0.00	2,500.00	0.00
401-711-921-00 BROOKE ST PUMP STA	3,600	286.16	286.16	0.00	3,313.84	7.95
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	200	9.85	9.85	0.00	190.15	4.93
TOTAL NON-OPERATING EXPENSES	44,100	3,897.59	3,897.59	0.00	40,202.41	8.84
TOTAL POWER/FUEL/UTILITY	185,100	17,781.01	17,781.01	0.00	167,318.99	9.61



401-SANITARY

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,700	2,040.79	2,040.79	0.00	6,659.21	23.46
TOTAL COMMODITIES	8,700	2,040.79	2,040.79	0.00	6,659.21	23.46
TOTAL UNIFORMS	8,700	2,040.79	2,040.79	0.00	6,659.21	23.46
LINES						
=====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	14,000	228.03	228.03	185.99	13,585.98	2.96
TOTAL SALARIES & BENEFITS	14,000	228.03	228.03	185.99	13,585.98	2.96
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	35,000	1,101.30	1,101.30	0.00	33,898.70	3.15
TOTAL CONTRACTUAL SERVICES	35,000	1,101.30	1,101.30	0.00	33,898.70	3.15
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	40,000	703.41	703.41	1,851.30	37,445.29	6.39
TOTAL CAPITAL OUTLAY	40,000	703.41	703.41	1,851.30	37,445.29	6.39
TOTAL LINES	89,000	2,032.74	2,032.74	2,037.29	84,929.97	4.57
PLANT						
=====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	15,000	453.43	453.43	706.91	13,839.66	7.74
TOTAL SALARIES & BENEFITS	15,000	453.43	453.43	706.91	13,839.66	7.74
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	23,000	4,917.00	4,917.00	0.00	18,083.00	21.38
TOTAL CONTRACTUAL SERVICES	23,000	4,917.00	4,917.00	0.00	18,083.00	21.38
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	18,500	15.00	15.00	234.26	18,250.74	1.35
TOTAL COMMODITIES	18,500	15.00	15.00	234.26	18,250.74	1.35
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	215,000	1,869.52	1,869.52	8,419.77	204,710.71	4.79
TOTAL CAPITAL OUTLAY	215,000	1,869.52	1,869.52	8,419.77	204,710.71	4.79

401-SANITARY

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	5,000	98.09	98.09	0.00	4,901.91	1.96
TOTAL CONTRIBUTIONS	5,000	98.09	98.09	0.00	4,901.91	1.96
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	11,000	599.81	599.81	7.58	10,392.61	5.52
401-714-743-00 TELEMETRY	2,875	179.50	179.50	0.00	2,695.50	6.24
TOTAL NON-OPERATING EXPENSES	13,875	779.31	779.31	7.58	13,088.11	5.67
TOTAL PLANT	290,375	8,132.35	8,132.35	9,368.52	272,874.13	6.03
SALARIES PLANT/LINES						
=====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	227,000	10,395.72	10,395.72	0.00	216,604.28	4.58
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	480,000	31,169.88	31,169.88	0.00	448,830.12	6.49
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	707,000	41,565.60	41,565.60	0.00	665,434.40	5.88
CONTRACTUAL SERVICES						
401-715-226-00 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 PLANT/LINES	707,000	41,565.60	41,565.60	0.00	665,434.40	5.88
SALARIES BOARD/OFFICE						
=====						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	1,000.00	0.00	11,000.00	8.33
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	184,000	13,671.61	13,671.61	0.00	170,328.39	7.43
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	196,000	14,671.61	14,671.61	0.00	181,328.39	7.49

401-SANITARY

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES BOARD/OFFICE	196,000	14,671.61	14,671.61	0.00	181,328.39	7.49
FICA/INSURANCE						
=====						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	69,100	4,299.93	4,299.93	0.00	64,800.07	6.22
401-718-105-00 HEALTH INSURANCE	183,000	39,879.34	39,879.34	0.00	143,120.66	21.79
TOTAL SALARIES & BENEFITS	252,100	44,179.27	44,179.27	0.00	207,920.73	17.52
TOTAL FICA/INSURANCE	252,100	44,179.27	44,179.27	0.00	207,920.73	17.52
RETIREMENT						
=====						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	79,000	4,920.61	4,920.61	0.00	74,079.39	6.23
TOTAL SALARIES & BENEFITS	79,000	4,920.61	4,920.61	0.00	74,079.39	6.23
TOTAL RETIREMENT	79,000	4,920.61	4,920.61	0.00	74,079.39	6.23
UNEMPLOYMENT/COMPENSATION						
=====						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,000	1,742.56	1,742.56	0.00	18,257.44	8.71
TOTAL CONTRACTUAL SERVICES	20,000	1,742.56	1,742.56	0.00	18,257.44	8.71
TOTAL UNEMPLOYMENT/COMPENSATION	20,000	1,742.56	1,742.56	0.00	18,257.44	8.71
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	58,000	14,317.38	14,317.38	38.50	43,644.12	24.75
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	300.00	0.00	3,300.00	8.33
401-783-342-00 NEW COMPUTER CAPITAL OUTL	20,000	0.00	0.00	0.00	20,000.00	0.00

401-SANITARY

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	300	0.00	0.00	0.00	300.00	0.00
TOTAL COMMODITIES	81,900	14,617.38	14,617.38	38.50	67,244.12	17.89
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	81,900	14,617.38	14,617.38	38.50	67,244.12	17.89
OFFICE EXPENSE						
=====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	50,000	3,910.66	3,910.66	0.00	46,089.34	7.82
TOTAL COMMODITIES	50,000	3,910.66	3,910.66	0.00	46,089.34	7.82
TOTAL OFFICE EXPENSE	50,000	3,910.66	3,910.66	0.00	46,089.34	7.82
PSC ASSESS/DNR PERMIT						
=====						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	7,000	5,791.42	5,791.42	0.00	1,208.58	82.73
401-797-117-00 DNR PERMIT	2,500	0.00	0.00	0.00	2,500.00	0.00
TOTAL SALARIES & BENEFITS	9,500	5,791.42	5,791.42	0.00	3,708.58	60.96
TOTAL PSC ASSESS/DNR PERMIT	9,500	5,791.42	5,791.42	0.00	3,708.58	60.96
PROPERTY INSURANCE						
=====						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	48,000	8,148.31	8,148.31	0.00	39,851.69	16.98
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	48,000	8,148.31	8,148.31	0.00	39,851.69	16.98
TOTAL PROPERTY INSURANCE	48,000	8,148.31	8,148.31	0.00	39,851.69	16.98
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: 08.33

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	1,250.00	1,250.00	0.00	43,750.00	2.78
TOTAL CONTRACTUAL SERVICES	45,000	1,250.00	1,250.00	0.00	43,750.00	2.78
TOTAL PROFESSIONAL	45,000	1,250.00	1,250.00	0.00	43,750.00	2.78
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	339.48	339.48	0.00	170,660.52	0.20
TOTAL SALARIES & BENEFITS	171,000	339.48	339.48	0.00	170,660.52	0.20
TOTAL BOND A	171,000	339.48	339.48	0.00	170,660.52	0.20
BOND B						
=====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	0.00	0.00	0.00	28,000.00	0.00
TOTAL SALARIES & BENEFITS	28,000	0.00	0.00	0.00	28,000.00	0.00
TOTAL BOND B	28,000	0.00	0.00	0.00	28,000.00	0.00
CAPITAL/PROJECTS						
=====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	250,000	0.00	0.00	0.00	250,000.00	0.00
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	0	0.00	0.00	0.00	0.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	89,129	150.00	150.00	0.00	88,978.75	0.17
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	244,000	3,298.92	3,298.92	4,995.00	235,706.08	3.40
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	180,000	5,800.00	5,800.00	849.20	173,350.80	3.69
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	763,129	9,248.92	9,248.92	5,844.20	748,035.63	1.98

401-SANITARY

% OF YEAR COMPLETED: 08.33

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	763,129	9,248.92	9,248.92	5,844.20	748,035.63	1.98
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	3,033,804	180,372.71	180,372.71	17,288.51	2,836,142.53	6.52
REVENUE OVER/(UNDER) EXPENDITURES	( 900,000)	73,138.53	73,138.53	( 17,288.51)	( 955,850.02)	6.21

SANITARY JULY 2024 PAYMENT OF BILLS

\$4,065.00 – C.I. THORNBURG – POLYMER

\$11,166.44 – TYLER TECHNOLOGIES – YEARLY SOFTWARE MAINTENANCE

\$5,800.00 – A&A SAFETY- TRAFFIC CONTROL



FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-916-00	HAMPTON INN PS	110087568348 WBUC RD	13.24
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	28.05
		711-915-00	WESTON ROAD	110087676356 WESTON RD	35.87
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	36.24
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	7.50
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	10,012.95
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,260.43
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	7.50
		711-713-00	DEANVILLE	110 165 979 656 DEANVILLE	21.02
		711-313-00	VICKSBURG	110086525471 SYCAMORE	971.43
		711-913-00	MADISON STREET	110 087 327 497 RANDOLPH	22.55
		711-513-00	WOOD/RITCHIE STS	110 086 976 856 WOOD	117.34
		711-413-00	EAST MAIN ST	110 084 766 556 E MAIN	521.27
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	15.30
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	251.22
		711-921-00	BROOKE ST PUMP STA	110 100 961 546 BROOKE ST	286.16

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	TENNERTON PUBLIC SERVICE DIS FLYERS ENERGY LLC	711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	9.85	
		711-920-01	TENNERTON INTERCEPTO	MAY 2024 WESTON RD BILLING	357.38	
		711-920-00	PLANT VEHICLES-2,3,8	SAN MAY 2024 FUEL BILL	1,465.98	
		711-920-00	PLANT VEHICLES-2,3,8	SAN JUNE 2024 FUEL BILL	1,339.73	
		TOTAL:				17,781.01
UNIFORMS	FREEDOM AG & ENGERY COOPERAT CINTAS	712-345-00	UNIFORMS	BOOTS-SKYLER WOOD	174.99	
		712-345-00	UNIFORMS	JUNE2024 SEWER UNIFORMS &	231.25	
		712-345-00	UNIFORMS	JULY2024 SEWER UNIFORMS &	464.61	
		712-345-00	UNIFORMS	SAN UNIFORMS	451.01	
		712-345-00	UNIFORMS	JULY 2024 SEWER UNIFORMS &	439.31	
712-345-00				UNIFORMS	SANITARY UNIFORMS	279.62
TOTAL:					2,040.79	
LINES	REGION VII PLANNING PDC NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENA	JUN GIS SERVICES	86.67	
		713-443-00	EQUIPMENT & MAINTENA	MOTOR OIL-P32	83.52	
		713-443-00	EQUIPMENT & MAINTENA	BATTERY-P17	163.31	
		713-443-00	EQUIPMENT & MAINTENA	OIL-P5	142.11	
		713-443-00	EQUIPMENT & MAINTENA	CAB AND AIR FILTER	15.97	
	HART OFFICE SOLUTIONS INC	713-443-00	EQUIPMENT & MAINTENA	FILTERS	15.97	
		713-143-00	FACILITIES MAINTENAN	PRINTER MAINTENANCE	52.29	
		713-443-00	EQUIPMENT & MAINTENA	JUNE 2024 MESSAGE FEES	34.87	
	MISS UTILITY OF WEST VIRGINI SYLVESTER W. LOWTHER	713-443-00	EQUIPMENT & MAINTENA	OIL-P32	160.99	
	JOHN BOGGSSE dba VJG ASSOCIA	713-243-00	SUPPLIES LINES	JERSEY GLOVES GLOVES, EAR	101.32	
	MIDDLETOWN TRACTOR SALES	713-243-00	SUPPLIES LINES	CHAIN FOR CONCRETE SAW	999.98	
	FREEDOM AG & ENGERY COOPERAT	713-143-00	FACILITIES MAINTENAN	WATER	139.80	
	PAR MAR OIL COMPANY	713-143-00	FACILITIES MAINTENAN	ICE	35.94	
	TOTAL:					2,032.74
PLANT	FISHER AUTO PARTS INC RITE-WAY HEATING & PLUMBING	714-643-00	OPERATION PLANT EXPE	SPRAY NINE	48.24	
		714-643-00	OPERATION PLANT EXPE	HOSE NOZZLE AND GASKETS	10.37	
		714-643-00	OPERATION PLANT EXPE	21PTIES-P8	14.78	
	C.I. THORNBURG CO., INC. NAPA-AMTOWER AUTO SUPPLY	714-243-00	LAB EXPENSE PLANT	POLYMER	4,065.00	
		714-143-00	FACILITIES MAINTENAN	ANTI FREEZE AND DEF FLUID	95.25	
		714-643-00	OPERATION PLANT EXPE	SOCKET SET P8	97.49	
		714-643-00	OPERATION PLANT EXPE	BATTERY PARTS	18.89	
		714-643-00	OPERATION PLANT EXPE	BATTERY PARTS	35.94	
		714-143-00	FACILITIES MAINTENAN	SOCKETS	60.94	
		714-143-00	FACILITIES MAINTENAN	SOCKETS	3.00	
		714-643-00	OPERATION PLANT EXPE	GLOVES, OIL RESIS. SUPPORT	310.10	
		APPLIED INDUSTRIAL TECHNOLOG STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	JUNE SERVICES	852.00
	COMMUNITY CARE OF WV	714-143-00	FACILITIES MAINTENAN	JOSH STREETS EMPLOYMENT PH	75.00	
	BUCKHANNON DISCOUNT TIRE INC	714-343-00	EQUIPMENT MAINTENANC	TIRE PATCH-P-O	15.00	
	ST JOSEPH HOSPITAL OF BUCKHA	714-643-00	OPERATION PLANT EXPE	LAB TEST JOSHUA B STREETS	64.00	
	FASTENAL INDUSTRIAL	714-443-00	PUMP STATION REPAIR	ALL THREAD	158.75	
	WORLD FUEL SERVICES, INC.	714-143-00	FACILITIES MAINTENAN	RAGS	23.00	
		714-443-00	PUMP STATION REPAIR	DIESEL	1,710.77	
		714-743-00	TELEMETRY	JUL 2024 SAN MNTHLY SEC MO	179.50	
	FREEDOM AG & ENGERY COOPERAT	714-143-00	FACILITIES MAINTENAN	BOOTS FOR DONALD TEN	146.24	
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	98.09	
	SHIRLEY TENNEY	714-143-00	FACILITIES MAINTENAN	REIMB SHIRLEY TENNEY FOR J	50.00	

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
SALARIES PLANT/LINES	**PAYROLL EXPENSES			7/01/2024 - 7/31/2024	41,565.60
				TOTAL:	49,697.95
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			7/01/2024 - 7/31/2024	14,671.61
				TOTAL:	14,671.61
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN JULY 2024 HEALTH INS	12,221.88
		718-105-00	HEALTH INSURANCE	SAN JULY 2024 RETIREE HEAL	476.00
		718-105-00	HEALTH INSURANCE	SAN HSA FEE TO INSPIRA	27,000.00
	DISBURSEMENTS ACCOUNT-ALL DE INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,785.25
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,699.65
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	417.54
	RELIANCE INSURANCE - CRITCAL	718-105-00	FICA TAX	MEDICARE WITHHELD & MATCHE	397.49
		718-105-00	HEALTH INSURANCE	CHANGE IN PREMIUM REED	5.09
		718-105-00	HEALTH INSURANCE	J STREETS DENTAL & VISION	127.62
	PAYFLEX - INSPIRA	718-105-00	HEALTH INSURANCE	SAN JULY 2024 HSA FEES	48.75
			TOTAL:		44,179.27
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,917.19
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,784.72
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	647.23
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	571.47
			TOTAL:		4,920.61
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 7-1-24 TO 7-1-2	1,742.56
			TOTAL:		1,742.56
BILLING/COMPUTER/DEP I LEAF	WATER BD-CITY OF BUCKHANNON BUCKHANNON POSTMASTER	783-341-00	BILLING & COLLECTING	CITY HALL COPIER LEASE JUL	155.50
		783-341-05	BILLING & COLLECTING	CITY HALL AUG 2024 COPIER	155.50
		783-341-00	BILLING & COLLECTING	WAT BD METER JULY 2024 METER READS	300.00
	JERRY HEARD ASSC.	783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
		783-341-00	BILLING & COLLECTING	25-COPIER PAPER	556.59
		783-341-00	BILLING & COLLECTING	JULY 2024 IT SERVICES	425.00
	LINK WV INC	783-341-00	BILLING & COLLECTING	INK CART FOR POSTAGE MACHI	39.57
		783-341-00	BILLING & COLLECTING	JULY 2024 POSTAGE	250.00
		783-341-00	BILLING & COLLECTING	JULY 2024 MAILER&INSTR PYM	94.30
	FP FINANCE PROGRAM	783-341-00	BILLING & COLLECTING	JULY 2024 CITY HALL INTERN	214.63
		783-341-00	BILLING & COLLECTING	7-1-24/6-30-25 YRLY MNTANC	8,919.30
		783-341-00	BILLING & COLLECTING	UTIL BILL AUTOPAY, IVR, SI	2,158.44
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING	UTIL BILL NOTIFICATION CAL	58.70
		783-341-00	BILLING & COLLECTING	JUNE DEBT COLLECTION	31.60
		783-341-00	BILLING & COLLECTING	BITDEFENDER ENDPOINT SECUR	8.25
	TYLER TECHNOLOGIES INC	783-341-00	BILLING & COLLECTING	ASSISTANCE W/CYBER SEC	500.00
			TOTAL:		14,617.38
OFFICE EXPENSE	RALSTON PRESS INC	793-341-00	OFFICE SUPPLIES & EX	5,000 WINDOW ENVELOPES	125.25
		793-341-00	OFFICE SUPPLIES & EX	JUNE 2024 AA FEES	258.06
		793-341-00	OFFICE SUPPLIES & EX	JUNE 2024 CC FEES	2,158.24
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	JULY 2024 LOC FEES	172.50
		793-341-00	OFFICE SUPPLIES & EX	REF LIFE INS HELD OUT IN E	25.56
		793-341-00	OFFICE SUPPLIES & EX	WV CODE 2024 SUPP PKG, IND	361.05
	JOSH STREETS	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	74.26
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.17
FRONTIER	CINTAS	793-341-00	OFFICE SUPPLIES & EX	AED AT CITY HALL	466.57

08-07-2024 01:44 PM		DISBURSEMENTS 7-01-24 TO 7-31-24			PAGE: 20	
FUND: SANITARY						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	FORMAX INC	793-341-00	OFFICE SUPPLIES & EX	SVC CONTRACT RENEWAL BURST	345.00	
				TOTAL:	3,910.66	
PSC ASSESS/DNR PERMIT	PUBLIC SERVICE COMMISSION	797-116-00	PSC ASSESSMENTS	SANITARY REV ASSESSMENT 24	5,791.42	
				TOTAL:	5,791.42	
PROPERTY INSURANCE	LOUDIN INSURANCE AGENCY INC	798-226-00	PROPERTY INSURANCE	BOND#5675376DOH8-12-24-8-1	125.00	
	WESTFIELD INSURANCE	798-226-00	PROPERTY INSURANCE	10-01-23 TO 10-01-24 QTRLY	2,485.83	
	TRAVELERS INSURANCE	798-226-00	PROPERTY INSURANCE	INS PREMIUM AUTO LIAB AUG	2,768.74	
		798-226-00	PROPERTY INSURANCE	INS PREMIUM AUTO LIAB JUL	2,768.74	
				TOTAL:	8,148.31	
PROFESSIONAL	THOMAS J O'NEILL	896-223-00	PROFESSIONAL SERVIC	AUG 2024 ATTY FEE CONTRACT	1,250.00	
				TOTAL:	1,250.00	
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	BULS109AUP24-25 FEE	339.48	
				TOTAL:	339.48	
CAPITAL/PROJECTS	WV DEPT OF HEALTH ENTERPRISE FM TRUST	997-452-00	SEWER EXT. - CAPITAL PERMIT APP	CMH DEVELOPMENT	150.00	
		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	
	A&A SAFETY CINTAS	997-455-00	SEWER UPGRADE-CAPITA	TRAFFIC CONTROL	5,800.00	
		997-454-00	NEW EQUIPMENT-CAPITA	AED	1,866.29	
				TOTAL:	9,248.92	

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	LOWES BUSINESS ACCOUNTS/SYNC	805-458-00	STORMWATER CAPITAL	SAKRETE AND SPRAYER	33.85
		805-458-00	STORMWATER CAPITAL	SAKRETE-MEADOW ST	7.89
	BRUFFEY TRUCKING INC	805-458-00	STORMWATER CAPITAL	#57 STONE	725.40
		805-458-00	STORMWATER CAPITAL	STONE	715.80
	CENTRAL SUPPLY CO	805-341-00	STORMWATER MATERIALS	BIN BLOCKS	950.00
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	116.46
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	87.30
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	139.81
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	32.70
	**PAYROLL EXPENSES			7/01/2024 - 7/31/2024	2,264.00
				TOTAL:	5,073.21

1. Loftis/Skinner motioned to accept the July 2024 financial report as presented. The motion carried.

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

D.1 Plant Operations - The plant has been operating well throughout this period with no exceedances. The quarterly test results also came back well. We have applied sludge during this period.

ES-59

Revised 1975

STATE OF WEST VIRGINIA

SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS

Month: Jun-24

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	Amn. Nit. mg/l
6/1/24			0.612											
6/2/24			0.865											
6/3/24			0.648	24.0	7.14	2.0								
6/4/24	57	129	0.591	23.0	7.16	2.0			4.0	2		7.8	7.18	0.38
6/5/24			0.861	23.0	7.17	2.0						7.7	7.19	
6/6/24			0.751	23.0	7.17	2.0					24	7.5	7.19	
6/7/24			0.581	23.0	7.19	2.0						7.6	7.20	
6/8/24			0.834			2.0						7.9	7.21	
6/9/24			0.803			2.0								
6/10/24			0.628	23.0	7.20	2.0	16,920	2,399				8.1	7.24	
6/11/24			0.958	23.0	7.17	2.0						7.8	7.23	
6/12/24			0.459	23.0	7.15	2.0						7.7	7.20	
6/13/24	72	163	0.524	23.0	7.12	2.0			4.0	2		7.5	7.17	0.3
6/14/24			0.946	23.0	7.09	2.0					17	7.6	7.15	
6/15/24			0.561			2.0								
6/16/24			0.509			2.0								
6/17/24			1.104	24.0	7.06	2.0	13,260	1,438				7.4	7.14	
6/18/24			0.440	24.0	7.10	2.0						7.5	7.16	
6/19/24	116	121	0.536	24.0	7.11	2.0			4.0	5.9		7.4	7.15	0.3
6/20/24			0.585	24.0	7.12	2.0					12	7.7	7.16	
6/21/24			0.524	24.0	7.14	2.0						7.6	7.17	
6/22/24			0.469			2.0								
6/23/24			0.714			2.0								
6/24/24			0.562	23.0	7.16	2.0						7.6	7.21	
6/25/24			0.537	23.0	7.18	2.0						7.8	7.24	
6/26/24			0.909	23.0	7.15	2.0						8.0	7.22	
6/27/24	132	90.4	0.525	24.0	7.16	2.0			4.0	2.0		7.9	7.21	
6/28/24			0.514	24.0	7.17	2.0					21	7.8	7.21	0.300
6/29/24			0.801			2.0								
6/30/24			1.134			2.0								
TOTAL			20.485											
AVERAGE	94	126	0.683	23.4	7.15	2.0			4.0	3.0	19	7.7	7.19	0.32
MAXIMUM	132	163	1.134	24.0	7.20	2.0	30,180	3,837	4.0	5.9	24	8.1	7.24	0.38
MINIMUM	57	90	0.440	23.0	7.06	2.0			4.0	2.0	12	7.4	7.14	0.30
LIMITS														
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA





Applicant:BUCKHANNON, CITY OFType:Electronic DMR

Reference ID: vv0032336June2024 (06/24/2024) (07/23/2024)Permit ID: New/Pending

eDMR Worksheet -- WV0032336 - 001

StatusNewPrinted:Jul. 23, 2024 11:15 AM

Permit:VW0032336Outlet No:001Type:NORMAL

Report for the Month of:JuneYear:2024

Lab Performing Analysis:157 - STURM ENVIRONMENTAL SERVICES

Retrieve ParameterseDMR Schedule

Parameter	Permit Limits	Quantity				Other Units						Measurement Frequency	Sample Type	Lab	
		Avg	Max	Units	Number Exceed	Min	Avg	Max	CEL*	Units	Number Exceed			Test Flag	
50050 (ML-1) RF-A	Reported						0.683	1.134				Continuous	measured	153	
Flow In Conduit Or Treatment Plant Year Round	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mgd	0				
00310 (ML-B) RF-A	Reported	15.5	26.4				3.0	5.9				1/week	8 hr comp	157	
Bod Winter Nov 1-June 30	Permit Limits	313	626	Lbs/Day	0	N/A	15	30		mg/l	0				
00530 (ML-A) RF-A	Reported	20.6	27.2				4.0	4.0				1/week	8 hr comp	157	
Suspended Solids, Total Year Round	Permit Limits	625.5	1251	Lbs/Day	0	N/A	Avg. Monthl	Max. Daily		mg/l	0				
51012 (ML-K) RF-A	Reported					97.6						2/month	Calculated	157	
Bod 5day Percent Removal, Dry Year Round	Permit Limits	N/A	N/A			85	Month, Avg	N/A	N/A		Percent	0			
51013 (ML-K) RF-A	Reported					0						2/month	Calculated	157	
Bod 5day Percent Removal, Wet Year Round	Permit Limits	N/A	N/A			Rpt Only Month, Avg	N/A	N/A			Percent	0			
51014 (ML-K) RF-A	Reported					95.8						2/month	Calculated	157	
Solids, Suspended Percent Removal, Dry Year Round	Permit Limits	N/A	N/A			85	Month, Avg	N/A	N/A		Percent	0			
51015 (ML-K) RF-A	Reported					0						2/month	Calculated	157	
Solids, Suspended Percent Removal, Wet Year Round	Permit Limits	N/A	N/A			Rpt Only Month, Avg	N/A	N/A			Percent	0			
74055 (ML-A) RF-A	Reported						18	24				1/week	Grab	153	
Coliform, Fecal Year Round	Permit Limits	N/A	N/A			N/A	200 Mon. Geo. M	400 Max. Daily		Cnts/100ml	0				
00400 (ML-A) RF-A	Reported					7.14		7.24				1/week	Grab	157	
Ph Year Round	Permit Limits	N/A	N/A			6	Inst. Min.	9		S U	0				
00300 (ML-A) RF-A	Reported					7.4						1/week	Grab	157	
Dissolved Oxygen Year Round	Permit Limits	N/A	N/A			7.25	Inst. Min.	N/A	N/A		mg/l	0			
00610 (ML-A) RF-A	Reported	6.23	2.0				0.320	0.380				1/week	8 hr comp	157	
Nitrogen, Ammonia Total Winter Nov 1-June 30	Permit Limits	62.6	125	Lbs/Day	0	N/A	3	6		mg/l	0				
00665 (ML-A) RF-A	Reported						1.09	1.09				2/month	8 hr comp	157	
Phosphorus, Total (As P) Summer May 1-Oct 31	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mg/l	0				
01119 (ML-A) RF-A	Reported						0.00104	0.00104				1/month	8 hr comp	157	
Copper Total Recoverable Year Round	Permit Limits	N/A	N/A			N/A	0.007	0.017		mg/l	0				
01119 (ML-5) RF-B	Reported						.0063	.0063				1/quarter	Grab	157	
Copper Total Recoverable Year Round	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mg/l	0				
01094 (ML-A) RF-A	Reported						0.0672	0.0672				1/month	8 hr comp	157	
Zinc Total Recoverable Year Round	Permit Limits	N/A	N/A			N/A	0.075	0.147		mg/l	0				
01094 (ML-5) RF-B	Reported						0.0149	0.0149				1/quarter	Grab	157	
Zinc Total Recoverable Year Round	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mg/l	0				
00900 (ML-6) RF-B	Reported						23.0	23.0				1/quarter	Grab	157	
Hardness, Total Year Round	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mg/l	0				
00980 (ML-A) RF-B	Reported						24	24				1/quarter	8 hr comp	157	
Iron, Total Recoverable Year Round	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mg/l	0				
74069 (ML-6) RF-A	Reported					15.8	44.8	93.2				1/daily	Calculated	153	
Stream Flow, Estimated Winter Nov 1-June 30	Permit Limits	N/A	N/A			Rpt Only Inst. Min.	Rpt Only Avg. Monthl	Rpt Only Inst. Max.		cts	0				

**D.2 Maintenance Crew**—The maintenance crew has been working on routine maintenance. We have begun prepping to repair a bull gear on a clarifier. This will be a significant project that will involve operating off a single clarifier for an extended period of time.

**D.3 Line Crew #1 - (Brian)**—Brian’s crew completed the final road bore on the Island Avenue Project. We have approximately 50 feet of line, a manhole, and a connection to the force main remaining on the project. They have also been repairing some yard and road cuts during the downtimes.

**D.4 Line Crew #2 - (Scott)**— Scott’s crew began work on Lower Drive. They have set the first three manholes and have completed one road crossing. They have also been repairing some yards and road cuts in preparation for winter.

**D.5 ARPA Projects Update**—Jay Hollen provided an update on the upcoming closeouts and the Public Safety project.

City of Buckhannon  
American Rescue Plan Act (ARPA)  
Infrastructure Expenditures To Date - Engineering through January 31, 2024 and Construction through July 26, 2024

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	\$96,715.82	\$671,800.95	\$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	\$284,840.24
2.5	Legal Ads	-	\$1,000.00	\$835.69	\$0.00	\$0.00
a.) Sanitary Sewer Subtotals:			\$630,212.50	\$232,415.16	\$1,085,176.79	\$1,085,176.79
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		\$1,085,176.79	\$1,085,176.79
d.) Sewer Consultant Engineering Fees (@ 8.5%):			\$99,808.06		\$242,023.63	\$242,023.63
e.) Sewer Projects Total (c. + d.):			\$1,274,020.56	\$1,191,228.34	\$1,327,200.42	\$1,327,200.42
					-\$135,972.09	-\$135,972.09
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	-	\$43,689.69	\$197,079.30	\$271,150.00
8	Tennerton BS Building	5,544	\$106,250.00	\$43,689.68	\$155,896.97	\$175,700.00
9	Chemical Feeders at WTP	22,241	\$150,000.00	\$0.00	\$155,936.00	\$155,936.00
10	Filter Media at WTP	22,241	\$25,500.00	\$0.00	\$0.00	\$0.00
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	\$118,961.40	\$776,410.02	\$870,283.75
g.) Water Consultant Engineering Fees:			\$100,509.75		\$118,961.40	\$118,961.40
h.) Water Projects Total (f. + g.):			\$1,181,259.75	\$1,191,228.34	\$895,371.42	\$989,245.15
					\$295,856.92	\$201,983.19
COB Projects Improvements (e. + h.):			\$2,455,280.31		\$2,222,571.84	\$2,316,445.57
Contingency (@ 10%):			\$245,528.03		\$222,257.18	\$0.00
Total COB Project Improvements:			\$2,700,808.34		\$2,444,829.02	\$2,316,445.57
Overrun / Underrun:			-\$318,351.67		-\$62,372.35	\$66,011.11

## F.1 Cybersecurity Assessment Certification

COMPLETED AND SUBMITTED TO:

Office of the Executive Secretary  
Public Service Commission of West Virginia  
201 Brooks Street  
PO Box 812  
Charleston, WV 25323

F.2 PSCWV Commission Order 195.91 & 195.80 PSCWV regarding Opt-out Policy for Mediation of Formal Complaint Cases

PUBLIC SERVICE COMMISSION  
OF WEST VIRGINIA  
CHARLESTON

At as session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA  
in the City of Charleston on the 2<sup>nd</sup> day of August 2024.

GENERAL ORDER NO. 195.91  
General Order regarding mediation opt-out policy.

GENERAL ORDER NO. 195.80  
General Order regarding processing of immediate referral cases.

COMMISSION ORDER

This Order reopens these proceedings to implement (1) an opt-out policy for mediation of formal complaint cases brought by commercial customers against water, sewer, electric, gas, cable and telephone utilities, and (2) automatic referral of these cases to the Administrative Law Judge (ALJ) Division.

BACKGROUND

The Commission offers parties to certain cases the opportunity to participate in mediation.<sup>1</sup> Mediation continues to be an effective, efficient and cost saving tool for resolution of disputes. Also, mediation has been shown to resolve cases within 30-40 days while litigation often takes much longer. In light of the success of mediation, the Commission elected to require mediation for formal complaints brought by residential customers against water, sewer, electric, gas, cable, and

<sup>1</sup> The Commission initiated a pilot mediation program for mediating individual billing dispute complaints. General Order No. 195.56 issued Sept. 28, 2007 (approving a then pilot program for mediating individual billing dispute cases and authorizing (i) the Chief Administrative Law Judge to act as Mediation Coordinator and to issue final orders dismissing billing dispute complaints that were successfully resolved through mediation and (ii) the Executive Secretary to issue a referral order where mediation was unsuccessful, in effect sending the case back to the formal complaint process); General Order No. 195.71 and M.C. General Order No. 73, Comm'n Orders Dec. 14, 2015, and May 6, 2021 (authorizing immediate referral of residential billing disputes to the ALJ Division, stating that a residential billing dispute may be a candidate for mediation, and authorizing the Executive Secretary to execute necessary orders to modify the ALJ decision due date of a case sent to mediation); General Order No. 195.80 and M.C. General Order No. 73.1, Comm'n Orders Jan. 2, 2020 and May 6, 2021 (adding case categories to the immediate referral process and stating that additional categories may be suitable for mediation); Commission Memorandum to Division Directors, May 1, 2020; and General Order No. 195.83 (June 17, 2021) establishing that a locally rate regulated (LRR) utility's election to participate in mediation of a residential customer complaint constitutes a request by the LRR utility to toll the 180-day statutory decision period of W. Va. Code § 24-2-1(b)(7).

G. Consent Agenda

G.1 Approval of Minutes 07/18/2024 – Mayor Skinner reported that the Consent Agenda was available and asked for any corrections, additions, or a motion to approve.

Shaw/Loftis motioned to approve the Consent Agenda as presented. The motion carried.

H. Strategic Issues for Discussion and/or Vote

H.1 None

I. Board Member's Comments and Announcements

- **Mitch Shaw:** Mr. Shaw had nothing further to discuss.
- **Phil Loftis:** Mr. Loftis had nothing further to discuss.
- **Mayor Skinner:** Mayor Skinner had nothing further to discuss.

J. Adjournment

At 7:38 a.m., Loftis made a motion to adjourn.

Mayor Robert N. Skinner III \_\_\_\_\_

City Recorder Randall H. Sanders \_\_\_\_\_