

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, October 17, 2024, at 7:30 a.m. in Council Chambers and by GoToMeeting (GTM). The following were in attendance:

Mayor	Robbie Skinner	Present - GTM
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 - GTM
Mayor’s Office	Barbara Hinkle	Present
Board Member	Phil Loftis	Present
Board Member	Mitchell Shaw	Absent
Sanitary Superintendent/Dir of Public Works	Ethan Crosten	Present
Sanitary Assistant Superintendent	Cody Tenney	Present

Guests: None

City of Buckhannon Sanitary Board - 7:30 A.M. at City Hall in Council Chambers
Meeting Agenda for Thursday, October 17, 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 September 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 FEMA Closeout Update
 - Madison Street Lift Station Perimeter Fence
- E. Storm Water Issues for Discussion and/or Vote
 - E.1 Storm Water Facility Construction Permit-9 Myrna Street
 - E.2 Storm Water Facility Construction Permit-69 Camden Avenue
- F. Correspondence and Information
 - F.1 Notice of Advertisement Accepting Bids for One Ton Pickup Truck
 - F.2 Tennerton P.S.D. Meeting Minutes-August 2024
- G. Consent Agenda
 - G.1 Approval of Minutes 09/19/2024
- H. Strategic Issues for Discussion and/or Vote
 - H.1 Enterprise Leasing Option
 - H.2 Authorization Renewal of Two Certificates of Deposits (CD)
 - H.3 Sanitary Board Budget Revision
 - H.4 Approval Wage Increase for Cody Tenney-Receiving Class III Certification -Pending Completion of CEU’s (Per approved PayScale Implemented in 2023)
- I. Executive Session Per WV Code § 6-9A-4 Personnel Matters
- J. Board Member's Comments and Announcements
- K. Adjournment

Posted 10/11/2024

A. Call to Order—Mayor Skinner, who was attending via GoToMeeting, called the meeting to order at 7:31 a.m., leading those in attendance in a moment of silence. Recorder Sanders led the attendees in the pledge to the Flag of the United States of America.

Recorder Sanders assumed the duties of the Chair while Mayor Skinner continued to participate virtually.

B. Recognized Guests

B.1 – None

C. Finance Report-Amby

C.1 September 2024: Amby Jenkins presented the following financial report for September 2024:

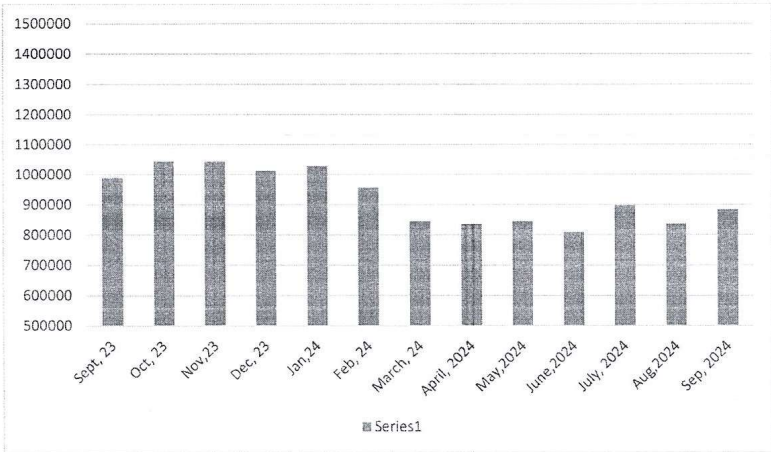
SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance September 30, 2024

Money market checking \$884,071.65

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

CD (303555) 4.75% maturity 3-19-25 \$109,544.87
CD (345244) 4.04% mature Sept 2024 \$25,595.17 put in MM**
CD (358003) 4.04% mature Sept 2024 \$225,996.07 put in MM **
Put in MM to get approval to invest from the Sanitary Board



STORMWATER FUND
Balance September 30, 2024 \$190,572.58

10-09-2024 10:22 AM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2024

PAGE: 4

401-SANITARY

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
401-343-000-00 SEWER TAPS	1,000	720.00	720.00	0.00	280.00	72.00
TOTAL OTHER FEES	1,000	720.00	720.00	0.00	280.00	72.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	177,813.70	501,591.52	0.00	1,298,408.48	27.87
TOTAL UTILITY BILLINGS	1,800,000	177,813.70	501,591.52	0.00	1,298,408.48	27.87
HEALTH AND SAFETY						
401-351-000-00 BF SURCHARGE BILLING	0	0.00	0.00	0.00	0.00	0.00
401-351-100-00 WST RD CONSMP SURC BILLIN	50	15.90	54.90	0.00	(4.90)	109.80
401-351-200-00 WST RD EXTEN SURCH BILLIN	2,000	250.00	750.00	0.00	1,250.00	37.50
401-352-000-00 INCOME FROM TENNERTON PSD	205,775	25,961.22	75,665.58	0.00	130,109.42	36.77
TOTAL HEALTH AND SAFETY	207,825	26,227.12	76,470.48	0.00	131,354.52	36.80
CHARGES FOR SERVICES						
401-362-000-00 DUE FROM GEN FUND-STORM S	0	0.00	0.00	0.00	0.00	0.00
401-362-000-01 SEPTAGE HAULERS	40,000	3,810.00	11,034.00	0.00	28,966.00	27.59
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	0.00	0.00	0.00	0.00
401-362-000-03 RT. 20 NORTH SEWER EXTENS	0	0.00	0.00	0.00	0.00	0.00
401-362-000-04 JAWBONE RUN PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-362-000-05 IJDC GRANT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	40,000	3,810.00	11,034.00	0.00	28,966.00	27.59
GRANTS						
401-368-000-00 CONTRIB REV NOT 5.5RULE	59,129	0.00	59,128.75	0.00	0.00	100.00
401-368-000-02 CONTRIB IN AID CONSTRUCT	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	59,129	0.00	59,128.75	0.00	0.00	100.00
INTRAFUND CONTR/CHARGES						
401-370-000-01 LATE CHARGES	23,000	2,810.87	7,891.13	0.00	15,108.87	34.31
TOTAL INTRAFUND COMTR/CHARGES	23,000	2,810.87	7,891.13	0.00	15,108.87	34.31
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	13,128.89	13,153.08	0.00	(12,803.08)	3,758.02
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	212.75	304.05	0.00	1,695.95	15.20
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,850	13,341.64	13,457.13	0.00	(10,607.13)	472.18
TOTAL REVENUE	2,133,804	224,723.33	670,293.01	0.00	1,463,510.74	31.41

401-SANITARY

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
POWER/FUEL/UTILITY =====						
SALARIES & BENEFITS						
401-711-113-00 PLANT POWER	92,000	8,720.61	28,110.04	0.00	63,889.96	30.55
TOTAL SALARIES & BENEFITS	92,000	8,720.61	28,110.04	0.00	63,889.96	30.55
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	25,000	2,205.66	6,533.94	0.00	18,466.06	26.14
TOTAL CONTRACTUAL SERVICES	25,000	2,205.66	6,533.94	0.00	18,466.06	26.14
COMMODITIES						
401-711-313-00 VICKSBURG	11,000	0.00	2,578.80	0.00	8,421.20	23.44
TOTAL COMMODITIES	11,000	0.00	2,578.80	0.00	8,421.20	23.44
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	10,000	358.89	1,276.10	0.00	8,723.90	12.76
TOTAL CAPITAL OUTLAY	10,000	358.89	1,276.10	0.00	8,723.90	12.76
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	123.74	340.97	0.00	2,659.03	11.37
TOTAL CONTRIBUTIONS	3,000	123.74	340.97	0.00	2,659.03	11.37
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,700	111.87	472.89	0.00	1,227.11	27.82
401-711-713-00 DEANVILLE	7,000	0.06	62.57	0.00	6,937.43	0.89
401-711-813-00 ISLAND AVENUE	400	2.59	50.51	0.00	349.49	12.63
401-711-913-00 MADISON STREET	400	25.69	73.87	0.00	326.13	18.47
401-711-914-00 TJM SEWAGE STATION	650	26.09	81.53	0.00	568.47	12.54
401-711-915-00 WESTON ROAD	550	41.89	117.52	0.00	432.48	21.37
401-711-916-00 HAMPTON INN PS	200	15.75	44.74	0.00	155.26	22.37
401-711-917-00 BRUSHY FORK PS	500	44.49	119.47	0.00	380.53	23.89
401-711-918-00 RT 20 SEWER PUMP STATION	100	15.75	39.00	0.00	61.00	39.00
401-711-919-00 1 BUCKHANNON RD	100	10.00	27.50	0.00	72.50	27.50
401-711-920-00 PLANT VEHICLES-2,3,8	23,000	1,514.64	6,126.19	0.00	16,873.81	26.64
401-711-920-01 TENNERTON INTERCEPTOR	3,200	685.30	1,419.33	0.00	1,780.67	44.35
401-711-920-02 NATURAL GAS	2,500	4.06	9.44	0.00	2,490.56	0.38
401-711-921-00 BROOKE ST PUMP STA	3,600	349.29	961.54	0.00	2,638.46	26.71
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	3.68	35.59	0.00	164.41	17.80
TOTAL NON-OPERATING EXPENSES	44,100	2,851.15	9,641.69	0.00	34,458.31	21.86
TOTAL POWER/FUEL/UTILITY	185,100	14,260.05	48,481.54	0.00	136,618.46	26.19

10-09-2024 10:22 AM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2024

PAGE: 6

401-SANITARY

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,700	976.46	4,477.57	0.00	4,222.43	51.47
TOTAL COMMODITIES	8,700	976.46	4,477.57	0.00	4,222.43	51.47
TOTAL UNIFORMS	8,700	976.46	4,477.57	0.00	4,222.43	51.47
LINES =====						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	14,000	1,681.50	3,991.92	0.00	10,008.08	28.51
TOTAL SALARIES & BENEFITS	14,000	1,681.50	3,991.92	0.00	10,008.08	28.51
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	35,000	3,974.84	6,620.00	0.00	28,380.00	18.91
TOTAL CONTRACTUAL SERVICES	35,000	3,974.84	6,620.00	0.00	28,380.00	18.91
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	6,650.99	11,943.50	792.02	27,264.48	31.84
TOTAL CAPITAL OUTLAY	40,000	6,650.99	11,943.50	792.02	27,264.48	31.84
TOTAL LINES	89,000	12,307.33	22,555.42	792.02	65,652.56	26.23
PLANT =====						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	15,000	1,190.62	2,680.76	0.00	12,319.24	17.87
TOTAL SALARIES & BENEFITS	15,000	1,190.62	2,680.76	0.00	12,319.24	17.87
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	23,000	2,225.00	8,969.00	1,202.91	12,828.09	44.23
TOTAL CONTRACTUAL SERVICES	23,000	2,225.00	8,969.00	1,202.91	12,828.09	44.23
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	18,500	2,322.65	4,251.78	1,974.51	12,273.71	33.66
TOTAL COMMODITIES	18,500	2,322.65	4,251.78	1,974.51	12,273.71	33.66
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	215,000	11,468.52	25,608.21	0.00	189,391.79	11.91
TOTAL CAPITAL OUTLAY	215,000	11,468.52	25,608.21	0.00	189,391.79	11.91

401-SANITARY % OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	5,000	538.34	1,178.41	0.00	3,821.59	23.57
TOTAL CONTRIBUTIONS	5,000	538.34	1,178.41	0.00	3,821.59	23.57
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	11,000	139.20	1,107.58	302.62	9,589.80	12.82
401-714-743-00 TELEMETRY	2,875	0.00	359.20	0.00	2,515.80	12.49
TOTAL NON-OPERATING EXPENSES	13,875	139.20	1,466.78	302.62	12,105.60	12.75
TOTAL PLANT	290,375	17,884.33	44,154.94	3,480.04	242,740.02	16.40
SALARIES PLANT/LINES						
=====						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	227,000	10,569.00	35,832.32	0.00	191,167.68	15.79
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	32,577.76	113,232.40	0.00	366,767.60	23.59
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	43,146.76	149,064.72	0.00	557,935.28	21.08
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	43,146.76	149,064.72	0.00	557,935.28	21.08

SALARIES BOARD/OFFICE
=====

SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	3,000.00	0.00	9,000.00	25.00
401-716-101-01 COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-103-00 OFFICE/CLERK ADM SALARIES	184,000	12,925.20	46,158.74	0.00	137,841.26	25.09
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	13,925.20	49,158.74	0.00	146,841.26	25.08

401-SANITARY % OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES BOARD/OFFICE	196,000	13,925.20	49,158.74	0.00	146,841.26	25.08
FICA/INSURANCE						
=====						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	69,100	4,363.14	15,157.86	0.00	53,942.14	21.94
401-718-105-00 HEALTH INSURANCE	183,000	13,006.03	65,904.18	0.00	117,095.82	36.01
TOTAL SALARIES & BENEFITS	252,100	17,369.17	81,062.04	0.00	171,037.96	32.15
TOTAL FICA/INSURANCE	252,100	17,369.17	81,062.04	0.00	171,037.96	32.15
RETIREMENT						
=====						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	79,000	5,024.57	17,475.54	0.00	61,524.46	22.12
TOTAL SALARIES & BENEFITS	79,000	5,024.57	17,475.54	0.00	61,524.46	22.12
TOTAL RETIREMENT	79,000	5,024.57	17,475.54	0.00	61,524.46	22.12
UNEMPLOYMENT/COMPENSATION						
=====						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,000	886.82	3,516.20	0.00	16,483.80	17.58
TOTAL CONTRACTUAL SERVICES	20,000	886.82	3,516.20	0.00	16,483.80	17.58
TOTAL UNEMPLOYMENT/COMPENSATION	20,000	886.82	3,516.20	0.00	16,483.80	17.58
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	2,171.44	30,302.44	3,848.50	23,849.06	58.88
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	900.00	0.00	2,700.00	25.00
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: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	300	0.00	0.00	0.00	300.00	0.00
TOTAL COMMODITIES	81,900	2,471.44	31,202.44	3,848.50	46,849.06	42.80
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	2,471.44	31,202.44	3,848.50	46,849.06	42.80
OFFICE EXPENSE						
=====						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	50,000	2,529.39	10,244.32	0.00	39,755.68	20.49
TOTAL COMMODITIES	50,000	2,529.39	10,244.32	0.00	39,755.68	20.49
TOTAL OFFICE EXPENSE	50,000	2,529.39	10,244.32	0.00	39,755.68	20.49
PSC ASSESS/DNR PERMIT						
=====						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	7,000	0.00	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	0.00	5,791.42	0.00	3,708.58	60.96
TOTAL PSC ASSESS/DNR PERMIT	9,500	0.00	5,791.42	0.00	3,708.58	60.96
PROPERTY INSURANCE						
=====						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	48,000	2,768.74	13,685.79	0.00	34,314.21	28.51
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	48,000	2,768.74	13,685.79	0.00	34,314.21	28.51
TOTAL PROPERTY INSURANCE	48,000	2,768.74	13,685.79	0.00	34,314.21	28.51
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: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PROFESSIONAL						
=====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSIONAL SERVICES	45,000	2,150.00	4,875.00	0.00	40,125.00	10.83
TOTAL CONTRACTUAL SERVICES	45,000	2,150.00	4,875.00	0.00	40,125.00	10.83
TOTAL PROFESSIONAL	45,000	2,150.00	4,875.00	0.00	40,125.00	10.83
BOND A						
=====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	42,774.39	0.00	128,225.61	25.01
TOTAL SALARIES & BENEFITS	171,000	14,144.97	42,774.39	0.00	128,225.61	25.01
TOTAL BOND A	171,000	14,144.97	42,774.39	0.00	128,225.61	25.01
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	5,702.06	5,702.06	196.72	244,101.22	2.36
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	0.00	27,515.90	0.00	61,612.85	30.87
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	1,432.63	12,481.18	6,499.00	225,019.82	7.78
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	7,386.24	16,026.34	2,271.10	161,702.56	10.17
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	14,520.93	61,725.48	8,966.82	692,436.45	9.26

401-SANITARY

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-997-570-00 DEPRECIATION CURRENT YEAR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL/PROJECTS	763,129	14,520.93	61,725.48	8,966.82	692,436.45	9.26
DEPREC/AMORT/CONSTR						
=====						
CAPITAL OUTLAY						
401-999-459-00 DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
401-999-460-00 AMORTIZATION	0	0.00	0.00	0.00	0.00	0.00
401-999-461-00 ADVANCE FOR CONSTRUCTION	0	0.00	0.00	0.00	0.00	0.00
401-999-462-00 CONTRIBUTION BUDGETED TO	0	0.00	0.00	0.00	0.00	0.00
401-999-465-00 REPAY LOAN - CITY OF BUCK	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS						
401-999-504-63 AMORT ISSUE COST (96 BOND	0	0.00	0.00	0.00	0.00	0.00
401-999-504-65 BOND ISSUANCE COST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPREC/AMORT/CONSTR	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,033,804	164,366.16	590,245.55	17,087.38	2,426,470.82	20.02
REVENUE OVER/(UNDER) EXPENDITURES	(900,000)	60,357.17	80,047.46 (17,087.38) (962,960.08)	7.00-

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2024

PAGE: 2

426-STORMWATER FUND

% OF YEAR COMPLETED: 25.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
LIC PERMITS & FRANCHISE						
426-327-000-00 STORMWATER MISC PERMITS	0	20.00	20.00	0.00 (20.00)	0.00
TOTAL LIC PERMITS & FRANCHISE	0	20.00	20.00	0.00 (20.00)	0.00
INTRAFUND CONTR/CHARGES						
426-369-000-00 CONTRIB FROM GEN FUND	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL INTRAFUND CONTR/CHARGES	100,000	0.00	50,000.00	0.00	50,000.00	50.00
OTHER REVENUE						
426-399-000-00 STORMWATER MISC	0	0.00	2,222.59	0.00 (2,222.59)	0.00
TOTAL OTHER REVENUE	0	0.00	2,222.59	0.00 (2,222.59)	0.00
TOTAL REVENUE	100,000	20.00	52,242.59	0.00	47,757.41	52.24

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2024

PAGE: 3

426-STORMWATER FUND

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater						
=====						
SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	76,680	1,662.50	4,639.00	0.00	72,041.00	6.05
426-805-104-00 STORMWATER FICA	6,120	127.17	353.84	0.00	5,766.16	5.78
426-805-106-00 STORMWATER RET	7,200	149.62	417.51	0.00	6,782.49	5.80
TOTAL SALARIES & BENEFITS	90,000	1,939.29	5,410.35	0.00	84,589.65	6.01
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	5,000	2,333.73	3,283.73	2,082.82 (366.55)	107.33
TOTAL COMMODITIES	5,000	2,333.73	3,283.73	2,082.82 (366.55)	107.33
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	105,000	0.00	2,627.94	0.00	102,372.06	2.50
TOTAL CAPITAL OUTLAY	105,000	0.00	2,627.94	0.00	102,372.06	2.50
TOTAL stormwater	200,000	4,273.02	11,322.02	2,082.82	186,595.16	6.70
TOTAL EXPENDITURES	200,000	4,273.02	11,322.02	2,082.82	186,595.16	6.70
REVENUE OVER/(UNDER) EXPENDITURES	(100,000) (4,253.02)	40,920.57 (2,082.82) (138,837.75)	38.84-

SANITARY SEPTEMBER 2024 PAYMENT OF BILLS

- \$2,419.20 – C.I. THORNBURG – 6” SDR 35 PIPE
- \$1,383.74 – DLT SOLUTIONS – AUTOCAD SOFTWARE
- \$3,574.44 – CLEVELAND BROTHERS- D4 DOZER REPAIRS
- \$2,100.00 – WV DEPT OF ENVIROMENTAL PROTECTION – NPDES RENEWAL
- \$4,495.00 – JP INDUSTRIAL SERVICES – 5HP FLYGT PUMP MON PUMP STATION
- \$1,191.00 – CRANE EDGE LLC – P8 INSPECTION
- \$6,955.12 – C2G ENGINEERING INC – TRANSFORMER UPGRADE, PUMP STATION #3 SERVICE CALL

STORMWATER SEPTEMBER 2024 PAYMENT OF BILLS

- \$1,383.73 – DLT SOLUTIONS – AUTOCAD SOFTWARE

10-09-2024 09:32 AM		DISBURSEMENTS 9-01-24 TO 9-30-24			PAGE: 18	
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	15.75	
		711-813-00	ISLAND AVENUE	110088930133 ISLAND AVE	2.59	
		711-914-00	TJM SEWAGE STATION	110087907595 TJM SEWAGE PL	26.09	
		711-915-00	WESTON ROAD	110087676356 WESTON RD	41.89	
		711-917-00	BRUSHY FORK PS	110085299060 BRUSHY FORK R	44.49	
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	15.75	
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	8,720.61	
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,205.66	
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	10.00	
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	3.68	
		711-713-00	DEANVILLE	110 165 979 656 DEANVILLE	0.06	
		711-913-00	MADISON STREET	110 087 327 497 RANDOLPH	25.69	
		711-513-00	WOOD/RITCHIE STS	110 086 976 856 WOOD	123.74	
		711-413-00	EAST MAIN ST	110 084 766 556 E MAIN	358.89	
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	111.87	
		711-921-00	BROOKE ST PUMP STA	110100961546 BROOKE ST PS	349.29	
	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	AUG 2024 WESTON RD BILLING	331.70	
10-09-2024 09:32 AM		DISBURSEMENTS 9-01-24 TO 9-30-24			PAGE: 19	
FUND: SANITARY						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	GREYLOCK PIPELINE, LLC FLYERS ENERGY LLC	711-920-01	TENNERTON INTERCEPTO	JULY 2024 WESTON RD BILLIN	353.60	
		711-920-02	NATURAL GAS	AUGUST 2024 SALES	4.06	
		711-920-00	PLANT VEHICLES-2,3,8	SAN AUG 2024 FUEL BILL	1,514.64	
TOTAL:					14,260.05	
UNIFORMS	CINTAS	712-345-00	UNIFORMS	SAN UNIFORMS 9-5-24	1.90	
		712-345-00	UNIFORMS	SAN UNIFORMS 9-11-24	239.26	
		712-345-00	UNIFORMS	SAN UNIFORMS 9-18-24	282.52	
		712-345-00	UNIFORMS	SAN UNIFORMS 9-25-24	223.50	
		712-345-00	UNIFORMS	SANITARY UNIFORMS 8-28-24	229.28	
		TOTAL:				
LINES	WV DEPT OF HIGHWAYS	713-243-00	SUPPLIES LINES	PERMIT SEWER INSTALLATION	1,000.89	
		713-143-00	FACILITIES MAINTENAN	SAN SEPT 2024 COPIER LEASE	139.00	
	LEAF	713-243-00	SUPPLIES LINES	FITTINGS	26.72	
	RITE-WAY HEATING & PLUMBING	713-243-00	SUPPLIES LINES	6" SDR35	2,419.20	
	C.I. THORNBURG CO., INC.	713-243-00	EQUIPMENT & MAINTENA	OIL FUEL AIR FILTERS	130.41	
	NAPA-AMTOWER AUTO SUPPLY	713-443-00	EQUIPMENT & MAINTENA	FILTERS	97.82	
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	21.33	
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	132.43	
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	14.99	
		713-443-00	EQUIPMENT & MAINTENA	FILTERS	46.02	
		713-443-00	EQUIPMENT & MAINTENA	TIE ROD	161.83	
		713-443-00	EQUIPMENT & MAINTENA	FILTERQ	30.33	
		713-443-00	EQUIPMENT & MAINTENA	FILTER	18.00	
		713-443-00	EQUIPMENT & MAINTENA	5 GAL LAQUER THINNER	70.99	
		713-443-00	EQUIPMENT & MAINTENA	AUG 2024 MESSAGE FEES	55.80	
		713-443-00	EQUIPMENT & MAINTENA	HOSES	153.16	
	MISS UTILITY OF WEST VIRGINI	713-243-00	SUPPLIES LINES	PCRD-POSTAGE MAILING CMH P	8.03	
	SYLVESTER W. LOWTHER	713-443-00	FACILITIES MAINTENAN	AUTOCAD SOFTWARE	1,383.74	
	US POSTAL SERVICE	713-243-00	EQUIPMENT & MAINTENA	DOZER PARTS	629.21	
	DLT SOLUTIONS LLC	713-143-00	EQUIPMENT & MAINTENA	DOZER REPAIR PARTS	358.50	
	CLEVELAND BROTHERS EQUIPMENT	713-443-00	EQUIPMENT & MAINTENA	DOZER REPAIR PARTS	34.50	
		713-443-00	EQUIPMENT & MAINTENA	DOZER REPAIR PARTS	225.51	
		713-443-00	EQUIPMENT & MAINTENA	HYD HOSES AND TUBES	1,013.00	
		713-443-00	EQUIPMENT & MAINTENA	PARTS FOR D4 DOZER REBUIL	1,313.72	
		713-443-00	EQUIPMENT & MAINTENA	MICRO V BELT	104.93	
	BOYD COMPANY	713-443-00	EQUIPMENT & MAINTENA	QICK RELEASE LOCK PIN	44.70	
		713-143-00	FACILITIES MAINTENAN	WATER	104.85	
	FREEDOM AG & ENGERY COOPERAT	713-243-00	SUPPLIES LINES	130 BALES HAY	520.00	
	GARRY L WALTON DBA WALTON VA	713-143-00	FACILITIES MAINTENAN	BAGS OF ICE	53.91	
	PAR MAR OIL COMPANY	713-443-00	EQUIPMENT & MAINTENA	P-25 TIRE REPAIR	25.00	
	MOORES GARAGE	713-443-00	EQUIPMENT & MAINTENA	PCRD-TRACKS FOR 1991 CATER	1,968.81	
	TRACKSNTEETH INC	713-443-00	TOTAL:			12,307.33
	PLANT	WV BUREAU FOR PUBLIC HEALTH	714-243-00	LAB EXPENSE PLANT	SKYLER WOOD CLASS I	125.00
714-343-00			EQUIPMENT MAINTENANC	BOLTS NUTS WASHERS	270.33	
APPLIED MAINTENANCE SUPPLIES		714-343-00	EQUIPMENT MAINTENANC	MISC BOLTS AND WASHERS	270.33	
		714-343-00	EQUIPMENT MAINTENANC	OIL FILTER P-8	102.63	
NAPA-AMTOWER AUTO SUPPLY		714-643-00	OPERATION PLANT EXPE	WINDSHEILD FLUID	26.94	
		714-643-00	OPERATION PLANT EXPE	DEF	65.94	
APPLIED INDUSTRIAL TECHNOLOG		714-143-00	FACILITIES MAINTENAN	WASP & HORNET SPRAY	20.72	
		714-143-00	FACILITIES MAINTENAN	GLOVES & BEE SPRAY	272.20	
HART OFFICE SOLUTIONS INC		714-643-00	OPERATION PLANT EXPE	PRINTER SERVICE	46.32	

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	HARBOR FREIGHT TOOLS	714-443-00	PUMP STATION REPAIR	PCRD-BLADE BRUSH SET-VICKS	18.40
	WV DEPT ENVIRONMENTAL PROTEC	714-243-00	LAB EXPENSE PLANT	NPDES RENEWAL	2,100.00
	LOWES BUSINESS ACCOUNTS/SYNC	714-343-00	EQUIPMENT MAINTENANC	PUSH BROOMS	71.20
	FERGUSON WATERWORKS	714-343-00	EQUIPMENT MAINTENANC	FITTINGS	225.63
	SYLVESTER W. LOWTHER	714-343-00	EQUIPMENT MAINTENANC	HYD HOSE FOR P-8	45.41
	JP INDUSTRIAL SERVICES, INC	714-443-00	PUMP STATION REPAIR	5HP FLYGT PUMP MON PS	4,495.00
	CRITES ELECTRICAL SUPPLY INC	714-143-00	FACILITIES MAINTENAN	BLACK WIRE PS #2	7.44
	WALMART STORES INC -BUCKHANN	714-143-00	FACILITIES MAINTENAN	TRASH BAGS LAUNDRY DETERG	75.44
		714-143-00	FACILITIES MAINTENAN	PAPER TOWELS WHITE OUT	267.57
	AMAZON.COM	714-143-00	FACILITIES MAINTENAN	PCRD-TRAY ORGANIZERS AAA B	81.20
	EBAY	714-343-00	EQUIPMENT MAINTENANC	PCRD-MAGNETIC COILS	146.12
	AT&T MOBILITY	714-543-00	TELEPHONE	PRCD-AUG 2024 CELL PHN & G	439.23
	FREEDOM AG & ENGERY COOPERAT	714-143-00	FACILITIES MAINTENAN	15 CASES SPRING WATER	97.35
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	99.11
	GARRETT K SUMMERS	714-143-00	FACILITIES MAINTENAN	TECH SUUPPORT	300.00
	CINTAS	714-143-00	FACILITIES MAINTENAN	RESTOCK FIRST AID CABINET	68.70
	CRANE EDGE, LLC	714-343-00	EQUIPMENT MAINTENANC	CRANE INSPECTION P8	1,191.00
	C2G ENGINEERING INC	714-443-00	PUMP STATION REPAIR	TRANSFORMER UPGRADE	2,726.10
		714-443-00	PUMP STATION REPAIR	SERVICE CALL PS3	4,229.02
SALARIES PLANT/LINES	**PAYROLL EXPENSES			9/01/2024 - 9/30/2024	43,146.76
				TOTAL:	61,031.09
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			9/01/2024 - 9/30/2024	13,925.20
				TOTAL:	13,925.20
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN SEPT HEALTH INS	11,521.88
		718-105-00	HEALTH INSURANCE	SAN SEPT RETIREE INS	476.00
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,724.62
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,811.50
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	403.35
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	423.67
	USI INSURANCE SERVICES LLC	718-105-00	HEALTH INSURANCE	GRP BENEFIT 2ND INSTALLMEN	959.40
	PAYFLEX - INSPIRA	718-105-00	HEALTH INSURANCE	SAN SEPT 2024 HSA FEES	48.75
				TOTAL:	17,369.17
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,768.87
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,974.63
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	624.38
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	656.69
				TOTAL:	5,024.57
UNEMPLOYMENT/COMPENSAT	ENCOVA INSURANCE	720-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 8-2 TO 9-1-24	886.82
				TOTAL:	886.82
BILLING/COMPUTER/DEP I	LEAF	783-341-00	BILLING & COLLECTING	CH SEPT 2024 COPIER LEASE	155.50
		783-341-00	BILLING & COLLECTING	CITY HALL COPIER LEASE	162.34
	WATER BD-CITY OF BUCKHANNOH	783-341-05	BILLING WAT BD METER	SEPT 2024 METER READS	300.00
	HART OFFICE SOLUTIONS INC	783-341-00	BILLING & COLLECTING	CH 9-13-23TO9-12-24COPIER	77.28
	BUCKHANNOH POSTMASTER	783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	783-341-00	BILLING & COLLECTING	AUG 2024 AA FEES	201.83
	US POSTAL SERVICE (CMRS-FP)	783-341-00	BILLING & COLLECTING	SEPT 2024 POSTAGE	250.00
	FP FINANCE PROGRAM	783-341-00	BILLING & COLLECTING	AUG 2024 MAILER&INSERTER P	124.74
		783-341-00	BILLING & COLLECTING	SEPT 2024 MAILER& INSERTE	124.74
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING	SEPT 2024 CITY HALL INTERN	214.63

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TYLER TECHNOLOGIES INC	783-341-00	BILLING & COLLECTING	EPSON THERMAL RCT ANNUAL M	89.75
	GARRETT K SUMMERS	783-341-00	BILLING & COLLECTING	BITDEFENDER ENDPOINT SECUR	20.63
				TOTAL:	2,471.44
OFFICE EXPENSE	GATES SUPPLY	793-341-00	OFFICE SUPPLIES & EX	INK CARTRIDGE FOR PLOTTER	12.67
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	AUG 2024 CREDIT CARD FEES	2,140.43
	JERRY HEARD ASSC.	793-341-00	OFFICE SUPPLIES & EX	DISBURSEMENT CKS	120.29
	WALMART STORES INC -BUCKHANN	793-341-00	OFFICE SUPPLIES & EX	CITY HALL CLEANING SUPPLIE	30.91
	AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-COLORED FILE FOLDERS	3.46
		793-341-00	OFFICE SUPPLIES & EX	PCRD-PERMANENT MARKERS	3.75
		793-341-00	OFFICE SUPPLIES & EX	PCRD-HIGHLIGHTERS FOLDERS	4.40
		793-341-00	OFFICE SUPPLIES & EX	PCRD-COLORED PAPER PRESENT	60.12
	AT&T MOBILITY	793-341-00	OFFICE SUPPLIES & EX	PRCD-AUG 2024 CELL PHN & G	54.00
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	75.18
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.18
				TOTAL:	2,529.39
PROPERTY INSURANCE	TRAVELERS INSURANCE	798-226-00	PROPERTY INSURANCE	INS PREM AUTO LIAB OCT 202	2,768.74
				TOTAL:	2,768.74
PROFESSIONAL	THOMAS J O'NEILL	896-223-00	PROFESSSIONAL SERVIC	OCT 2024 ATTORNEY FEES	1,250.00
	JEREMY DRENNEN, CPA	896-223-00	PROFESSSIONAL SERVIC	SAN & WAT FY 2024 YEAR END	900.00
				TOTAL:	2,150.00
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SANITARY SEPT 2024 BOND A	14,144.97
				TOTAL:	14,144.97
CAPITAL/PROJECTS	ALL CRANE & EQUIP CORP	997-451-00	PLANT - CAPITAL	BOOM TRK RENTAL CLAIRFIER	1,933.00
	BUCKHANNOH UTIL BOARDS	997-451-00	PLANT - CAPITAL	DISPOSAL OF MATERIALS	46.60
	RITE-WAY HEATING & PLUMBING	997-455-00	SEWER UPGRADE-CAPITA	CAUTION TAPE LOWER D	28.78
		997-455-00	SEWER UPGRADE-CAPITA	PVC GLUE CLEANER	14.98
		997-455-00	SEWER UPGRADE-CAPITA	WATER LINE	87.74
	AIRGAS USA, LLC	997-451-00	PLANT - CAPITAL	SAFETY GLASSES	35.88
		997-451-00	PLANT - CAPITAL	FACE SHIELD, HEAD GEAR	44.23
	C.I. THORNBURG CO., INC.	997-455-00	SEWER UPGRADE-CAPITA	LAMP HOLE FRAME & COVER	1,668.00
	STATE ELECTRIC SUPPLY CO INC	997-451-00	PLANT - CAPITAL	30AMP DISCONNECT	225.57
	HARBOR FREIGHT TOOLS	997-451-00	PLANT - CAPITAL	PCRD-PAINT SUITS MASKS-CLA	194.87
	LOWES BUSINESS ACCOUNTS/SYNC	997-455-00	SEWER UPGRADE-CAPITA	PCRD-MORTAR MIX BRUSH-ISLA	46.92
		997-455-00	SEWER UPGRADE-CAPITA	SAKRETE FOR LOWER DR	35.44
		997-455-00	SEWER UPGRADE-CAPITA	BROOM	20.88
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	STONE FOR LOWER DR	603.00
		997-455-00	SEWER UPGRADE-CAPITA	#57 STONE LOWER DRIVE	715.50
		997-455-00	SEWER UPGRADE-CAPITA	#57 STONE LOWER DRIVE	727.50
	SHERWIN WILLIAMS-ELKINS	997-451-00	PLANT - CAPITAL	5GAL TAR GUARD ROLLER COV	1,744.22
		997-451-00	PLANT - CAPITAL	PAINT GEAR	54.07
	CENTRAL SUPPLY CO	997-455-00	SEWER UPGRADE-CAPITA	REBAR & BLOCKS ISLAN	226.08
		997-451-00	PLANT - CAPITAL	BLASTING SAND	726.30
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	427.35
		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	25H3HK 2021 RAM 1500	360.75
	CRITES ELECTRICAL SUPPLY INC	997-451-00	PLANT - CAPITAL	CLARIFIER UPGRADE	254.05
		997-451-00	PLANT - CAPITAL	CLARIFIER UPGRADE	4.30
	WORLD FUEL SERVICES, INC.	997-455-00	SEWER UPGRADE-CAPITA	REFUEL	2,266.42

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DISBURSEMENTS 9-01-24 TO 9-30-24

PAGE: 22

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STATE INDUSTRIAL PRODUCTS CO	997-451-00	PLANT - CAPITAL	1 CASE DEFENDER II	438.97
	ACE MATERIALS	997-455-00	SEWER UPGRADE-CAPITA	5YDS CONCRETE FOR M	945.00
				TOTAL:	14,520.93

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DISBURSEMENTS 9-01-24 TO 9-30-24

PAGE: 28

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	EMPOWER RETIREMENT (WV RET P	225-000-01	WV RETIREMENT PLUS	RETIREMENT PLUS ROTH	14.38
		225-000-01	WV RETIREMENT PLUS	RETIREMENT PLUS	5.01
	WV PUBLIC EMPLOYEES RETIREME	224-000-00	RETIREMENT CONTR PAY	WV RETIREMENT CONTRIBUTION	64.36
		224-000-00	RETIREMENT CONTR PAY	WV RETIRE TIER2 CONTRIBUTI	13.95
	WV DEPT OF TAX AND REVENUE	223-000-00	STATE WH PAYABLE	STATE INCOME TAX WITHHELD	57.02
	INTERNAL REVENUE SERVICE	222-000-00	FEDERAL WH PAYABLE	FEDERAL WITHHOLDING	95.29
		221-000-00	F.I.C.A. TAXES PAYAB	FICA WITHHELD AND MATCHED	103.08
		221-000-00	F.I.C.A. TAXES PAYAB	MEDICARE WITHHELD & MATCHE	24.10
				TOTAL:	377.19
STORMWATER	CENTRAL SUPPLY CO	805-341-00	STORMWATER MATERIALS	6 BIN BLOCKS	570.00
		805-341-00	STORMWATER MATERIALS	4 BIN BLOCKS	380.00
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	128.70
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	20.92
	DLT SOLUTIONS LLC	805-341-00	STORMWATER MATERIALS	AUTOCAD SOFTWARE	1,383.73
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	103.07
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	24.10
	**PAYROLL EXPENSES			9/01/2024 - 9/30/2024	1,662.50
				TOTAL:	4,273.02

Without objection, **H.2 Authorization Renewal of Two Certificates of Deposits (CD)** was moved to the table for discussion and action. Mrs. Jenkins provided an overview and recommended that funds be placed with the West Virginia Board of Treasury Investments.

Loftis/Skinner motioned to approve the authorization to move the funds from the two **Certificates of Deposits (CD)** into newly opened working capital funds with the West Virginia Board of Treasury Investments, as presented. The motion carried.

Sanitary Board

Resolution 2024-12

RESOLUTION AUTHORIZING INVESTMENT IN CONSOLIDATED FUND

WHEREAS, W. Va. Code §12-6C-6 authorizes spending units and political subdivisions of the State of West Virginia to participate and invest in the Consolidated Fund, which is administered and managed by the Board of Treasury Investments and used to purchase securities and other investments authorized by law; and

Sanitary Board - City of Buckhannon

WHEREAS, the _____

Name of Governing Body

Sanitary Board-City of Buckhannon

Name of Spending Unit/Political Subdivision

a spending unit or political subdivision of the State of West Virginia, has reviewed the *Investment Policy* of the West Virginia Board of Treasury Investments and the provisions of all applicable agreements, applications, state and local laws, policies, rules or ordinances; and

WHEREAS, the undersigned Governing Body has made an independent determination that investment in the Consolidated Fund in accordance with the provisions of the aforesaid statute is in the best interests of the spending unit or political subdivision and is within the scope of activities and investments for which it is authorized by law; NOW THEREFORE BE IT:

RESOLVED: That

Sanitary Board - City of Buckhannon

Name of Spending Unit/Political Subdivision

Is hereby authorized to participate in the Consolidated Fund for the purpose of investment, and its treasurer or designated financial officer is further authorized to do all things necessary in order to participate in the investment pools in the Consolidated Fund as selected below:

WV Money Market

Yes ☐

No ☐

WV Government Money Market

Yes ☐

No ☐

WV Short Term Bond Pool

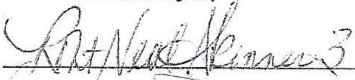
Yes ☐

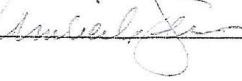
No ☐

ADOPTED on the 17 day of October, 2024 by the

Sanitary Board-City of Buckhannon

Name of Governing Body

SIGNED: 

ATTEST: 

Mayor and Chair of Water Board

Assistant Recorder

Without objection, ***H.3 Sanitary Board Budget Revision*** was moved to the table for discussion and action. Mrs. Jenkins and Mr. Crosten provided an overview of the revision.

Sanitary Budget						
fy 2024-25						
10/17/2024						
Revenues						
					\$ -	
					\$ -	
					\$ -	
					\$ -	
			\$ -			
Expenses						
401-714-443-00	Pump Station Repair & Maintenanar	\$ 215,000	\$ 50,000	\$ 265,000		Addnl need toward SCADA. This will eliminate Micrologic and control panel
401-997-451-00	Plant - Capital	\$ 250,000	\$ (60,000)	\$ 190,000		cost of effluent pump rebuild less that anticipated and less was needed because funds for ditch cleaning was reallocated for bulgear.
401-997-455-00	Sewer Upgrade-Capital	\$ 18,000	\$ 10,000	\$ 28,000		\$10T needed to cover what ARPA funds did not cover for PARMAR lot resurface
				\$ -		PER E Crosten
				\$ -		
				\$ -		
				\$ -		
				\$ -		
			\$ -			
	Difference change in balance on hand		\$ -			

Sanitary Budget Revision #1 2024/2025						
ACCOUNT	ACCOUNT #	Budget Sept 30, 2024	Budget After 10-19-24 Revision	Remain Purchases	Final Balance	COMMENTS
Plant Capital	401-997-451	\$ 244,101.22	\$ 184,101.22	\$ 190,000.00	\$ 54,101.22	Reallocate \$70,000 from Ditch Cleaning to purchase of 2nd Bullgear and additional work (already 50,000). Rebuild plant Effluent pumps for \$20,000. Move \$50,000 from this account to 401714443. Move 10,000 to 401997455
Sewer Upgrade	401-997-455	\$ 161,702.56	\$ 171,702.56	\$ 146,000.00	\$ 15,702.56	Chestnut Street, Shawnee Drive, and ARPA Expenses
Pump Station	401-714-443	\$ 189,391.79	\$ 239,391.79	\$ 201,376.00	\$ 38,015.79	Add SCADA to 3 Lift stations and UV Units \$ 71,376.00, Island Avenue Upgrade 80,000, 30,000 for additional Pump Rebuilds. 20000 for TJM Control Pannel

Loftis/Skinner motioned to approve the Sanitary Board Budget Revision as presented. The motion carried.

Skinner/Loftis motioned to accept the September 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, even when the plant clarifier was out of service. We received our yearly tests, all of which returned within limits.

ES-59
Revised 1975

STATE OF WEST VIRGINIA
SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS

Month: Aug-24
City: Buckhannon, WV.
Operat Ethan.Crosten

INFLUENT WASTEWATER						BELT PRESS			Plant Effluent					
	Sus. Sol.	BOD5	Flow	Temp	PH	Grit Scr. C.F.	Gals.Wet Sludge Added	Pounds Dry solids Produced	Sus. Sol.	BOD5	Fecal Col./ 100 ml	D.O.	PH	Amun. Nit.
Date	mg/l	mg/l	mgd	C					mg/l	mg/l		mg/l		mg/l
9/1/24			1.294											
9/2/24			0.927	21.0	7.10	2.0						8.1	7.16	
9/3/24			0.720	21.0	7.06	2.0						8.0	7.12	
9/4/24			0.713	21.0	7.12	2.0						7.9	7.17	
9/5/24			0.519	21.0	7.16	2.0	29,944	2,497			17	7.9	7.21	
9/6/24			0.473	21.0	7.14	2.0	31,854	2,656				8.1	7.20	
9/7/24	138	211	0.473			2.0			4.0	2.0				0.5
9/8/24			0.321			2.0								
9/9/24			0.555	22.0	7.13	2.0						8.2	7.19	
9/10/24			0.532	22.0	7.14	2.0						8.0	7.21	
9/11/24			0.509	22.0	7.10	2.0						7.9	7.18	
9/12/24			0.518	22.0	7.11	2.0	22,742	3,035				7.6	7.17	
9/13/24	116	222	0.523	23.0	7.10	2.0			4.0	2	24	7.5	7.19	0.3
9/14/24			0.474			2.0								
9/15/24			0.504			2.0								
9/16/24			0.544	23.0	7.16	2.0						7.4	7.22	
9/17/24			0.552	23.0	7.15	2.0						7.4	7.21	
9/18/24			0.635	23.0	7.18	2.0						7.7	7.23	
9/19/24			0.524	22.0	7.16	2.0	18,068	2,411			26	7.8	7.22	
9/20/24			0.546	22.0	7.14	2.0						8.0	7.19	
9/21/24			0.522			2.0								
9/22/24	86	206	0.646			2.0			6.0	2.0				0.3
9/23/24			1.014	21.0	7.09	2.0						8.0	7.18	
9/24/24			0.684	21.0	7.07	2.0						7.9	7.16	
9/25/24			0.779	21.0	7.05	2.0						7.7	7.15	
9/26/24			0.688	22.0	7.03	2.0	24,912	3,324				7.6	7.12	
9/27/24			0.569	22.0	7.06	2.0	22,674	3,026			19	7.8	7.13	
9/28/24	222	271	0.694			2.0			5.0	2				2.710
9/29/24			0.694			2.0								
9/30/24			1.713	23.0	7.12	2.0						7.6	7.14	
TOTAL			19.859											
AVERAGE	141	228	0.662	21.9	7.11	2.0	414,999	16,949	4.8	2.0	19	7.8	7.18	0.33
MAXIMUM	222	271	1.713	23.0	7.18	2.0			6.0	2.0	26	8.2	7.23	2.71
MINIMUM	86	206	0.321	21.0	7.03	2.0			4.0	2.0	17	7.4	7.12	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

10/16/24, 8:32 AM

Electronic Submission System Printing



Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR #151799
Reference ID:	WV0032336 Aug 2024 (09/25/2024)	Permit ID:	EDMR151799
eDMR Worksheet -- WV0032336 - 001			
Status	ERIS - Closed - Issued	Printed:	Oct. 16, 2024 8:32 AM

Permit Outlet No: Type:

Report for the Month of: Year:

Lab Performing Analysis:
157 - STURM ENVIRONMENTAL SERVICES

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 Flow, In Conduit Or Treatment Plant Year Round	Reported	N/A	N/A			N/A	0.695 Rpt Only	2.094 Rpt Only		mgd	0	Continuous Continuous	measured	153
00310 (ML-B) RF-A Bod Summer July 1-Oct 31	Reported	10.9	17.0	Lbs/Day	0	N/A	2.0 Avg. Monthl	2.0 Max. Daily		mg/l	0	1/week	8 hr comp	157
00530 (ML-A) RF-A Suspended Solids, Total Year Round	Reported	22.4	27.2	Lbs/Day	0	N/A	4.8 Avg. Monthl	6.0 Max. Daily		mg/l	0	1/week	8 hr comp	157
51012 (ML-K) RF-A Bod, 5day Percent Removal, Dry Year Round	Reported	N/A	N/A			99.1 Month. Avg.	N/A	N/A		Percent	0	2/month	Calculated	157
51013 (ML-K) RF-A Bod, 5day Percent Removal, Wet Year Round	Reported	N/A	N/A			0 Rpt Only	N/A	N/A		Percent	0	2/month	Calculated	157
51014 (ML-K) RF-A Solids, Suspended Percent Removal, Dry Year Round	Reported	N/A	N/A			95.6 Month. Avg.	N/A	N/A		Percent	0	2/month	Calculated	157
51015 (ML-K) RF-A Solids, Suspended Percent Removal, Wet Year Round	Reported	N/A	N/A			0 Rpt Only	N/A	N/A		Percent	0	2/month	Calculated	157
74055 (ML-A) RF-A Coliform, Fecal Year Round	Reported	N/A	N/A			N/A	21.0 Mon. Geo. M	26.0 Max. Daily		Cnts/100ml	0	1/week	Grab	153
00400 (ML-A) RF-A Ph Year Round	Reported	N/A	N/A			7.15 Inst. Min.	N/A	7.24 Inst. Max.		S.U.	0	1/week	Grab	153
00300 (ML-A) RF-A Dissolved Oxygen Year Round	Reported	N/A	N/A			7.4 Inst. Min.	N/A	N/A		mg/l	0	1/week	Grab	153
00610 (ML-A) RF-A Nitrogen, Ammonia Total Summer July 1-Oct 31	Reported	1.68	2.1	Lbs/Day	0	N/A	0.940 Avg. Monthl	2.710 Max. Daily		mg/l	0	1/week	8 hr comp	157
00665 (ML-A) RF-A Phosphorus, Total (As P) Summer May 1-Oct 31	Reported	N/A	N/A			N/A	2.56 Rpt Only	2.56 Max. Daily		mg/l	0	2/month	8 hr comp	157
01119 (ML-A) RF-A Copper Total Recoverable Year Round	Reported	N/A	N/A			N/A	0.00374 Avg. Monthl	0.00374 Max. Daily		mg/l	0	1/month	8 hr comp	157
01114 (ML-A) RF-D	Reported						.2	.2		mg/l	0	1/year	8 hr comp	157

Lead Total Recoverable Year Round	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
01094 (ML-A) RF-A Zinc Total Recoverable Year Round	Reported							0.0518	0.0518		mg/l	0		1/month	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	0.075 Avg. Monthl	0.147 Max. Daily					1/month			✓
01002 (ML-A) RF-D Arsenic, Total (As As) Year Round	Reported							0.00041	0.00041		mg/l	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
01113 (ML-A) RF-D Cadmium Total Recoverable Year Round	Reported							.06	.06		mg/l	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
01032 (ML-A) RF-D Chromium, Hexavalent Year Round	Reported							.006	.006		mg/l	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
00718 (ML-A) RF-D Cyanide, Weak Acid, Dissociable Year Round	Reported							.005	.005		mg/l	0		1/year	Grab	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
71900 (ML-A) RF-D Mercury, Total (As Hg) Year Round	Reported							0.005	0.005		ug/l	0		1/year	Grab	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
01074 (ML-A) RF-D Nickel Total Recoverable Year Round	Reported							0.0013	0.0013		mg/l	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
01079 (ML-A) RF-D Silver Total Recoverable Year Round	Reported							.2	.2		mg/l	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
61426 (ML-A) RF-D Toxicity, Ceriodaphnia Chronic Year Round	Reported							1.0	1.0		TU/c	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
61428 (ML-A) RF-D Toxicity, Pimephales Chronic Year Round	Reported							1.0	1.0		TU/c	0		1/year	8 hr comp	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
34043 (ML-A) RF-D Phenolics, Total Year Round	Reported							.014	.014		mg/l	0		1/year	Grab	157	
	Permit Limits	N/A	N/A				N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily					1/year			✓
74069 (ML-6) RF-A Stream Flow, Estimated Summer July 1-Oct 31	Reported						2.3	11.3	29.4		cfs	0		1/daily	Calculated	157	
	Permit Limits	N/A	N/A				Rpt Only Inst. Min.	Rpt Only Avg. Monthl	Rpt Only Inst. Max.					1/daily			✓



Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR #151799
Reference ID:	WV0032336 Aug 2024 (09/25/2024)	Permit ID:	EDMR151799
eDMR Worksheet -- WV0032336 - 008			
Status	ERIS - Closed - Issued	Printed:	Oct. 16, 2024 8:33 AM

Permit: WV0032336

Outlet No: 008

Report for the Month of: August

Year: 2024

Type: NORMAL

Lab Performing Analysis: 157 - STURM ENVIRONMENTAL SERVICES

Retrieve Parameters

eDMR 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-C Flow, In Conduit Or Treatment Plant Year Round	Reported					N/A	0.0091 Rpt Only Avg. Monthl	0.0091 Rpt Only Max. Daily		mgd	0	1/6 months	Estimated	157	✓	
	Permit Limits	N/A	N/A									1/6 months				
00310 (ML-1) RF-C Bod Year Round	Reported					N/A	3.7 Rpt Only Avg. Monthl	3.7 Rpt Only Max. Daily		mg/l	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A									1/6 months				
00530 (ML-1) RF-C Suspended Solids, Total Year Round	Reported					N/A	10.0 Rpt Only Avg. Monthl	10.0 Rpt Only Max. Daily		mg/l	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A									1/6 months				
74055 (ML-1) RF-C Coliform, Fecal Year Round	Reported					N/A	115 Rpt Only Mon. Geo. 1	115 Rpt Only Max. Daily		Cnts/100ml	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A					400 Max. Daily				1/6 months				
00400 (ML-1) RF-C Ph Year Round	Reported					7.26 Rpt Only Inst. Min.	N/A	7.26 Rpt Only Inst. Max.		S.U.	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A									1/6 months				
00610 (ML-1) RF-C Nitrogen, Ammonia Total Year Round	Reported					N/A	.60 Rpt Only Avg. Monthl	.60 Rpt Only Max. Daily		mg/l	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A									1/6 months				
00980 (ML-1) RF-C Iron, Total Recoverable Year Round	Reported					N/A	1.52 Rpt Only Avg. Monthl	1.52 Rpt Only Max. Daily		mg/l	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A					1 Max. Daily				1/6 months				
00552 (ML-1) RF-C Oil And Grease, Hexane Extr Method Year Round	Reported					N/A	3.0 Rpt Only Avg. Monthl	3.0 Rpt Only Max. Daily		mg/l	0	1/6 months	Grab	157	✓	
	Permit Limits	N/A	N/A									1/6 months				

D.2 Maintenance Crew—The maintenance crew has been primarily performing maintenance on the clarifier while it has been out of service. This has included spray epoxying the interior walls to protect the concrete, removing baffles, and sand-blasting weirs. They have also replaced some old wiring and pull boxes while the clarifier was out of service.

D.3 Line Crew #1 – (Brian) Brian's crew has been working on several sewer taps for new connections and completing several small projects that were put off until the Island Avenue project was completed.

D.4 Line Crew #2 – (Scott) - Scott’s crew primarily worked on a small storm sewer upgrade on Ritchie Street. This was in conjunction with the Ritchie Street project the street department is undertaking.

D.5 FEMA Closeout Update - Jay Hollen updated the Board on the upcoming closeouts and the Madison Street Lift Station Perimeter Fence, which was approved.

RECEIVED SEP 30 2024

U.S. Department of Homeland Security
Federal Emergency Management Agency
Region 3

One Independence Mall
615 Chestnut Street, 6th floor
Philadelphia, PA 19106-4404



FEMA

September 23, 2024

Ann V. Urling
Governor's Authorized Representative
West Virginia Emergency Management Division (WVEMD)
1700 MacCorkle Avenue, SE, 6th Floor
Charleston, WV 25314

Re: **Amendment Approval**
FEMA-4273-DR-WV-0035
City of Buckhannon (Upshur County) (6) Back-Up Generators and (11) Transfer
Switches
Hazard Mitigation Grant Program (HMGP)

Governor's Authorized Representative Urling:

I am pleased to inform you that the scope and budget revision request for the **FEMA-4273-DR-WV-0035 City of Buckhannon (Upshur County) (6) Back-Up Generators and (11) Transfer Switches Project** has been approved. In the original scope of work the City of Buckhannon, Upshur County, WV requested funding to install six (6) emergency back-up generators and eleven (11) transfer switches at seventeen (17) locations around the city. A revision was requested in a letter dated February 15, 2024 to re-allocate a portion of remaining budget funds to install an upgraded 6'-0" perimeter security fence at the Madison Street Lift Station (38.991728 -80.213794) around one of the new transfer switches to meet local codes and security standards. This approval will include thirty (30) linear feet of permanent perimeter security fence and two (2) 3'-0" main gates to be installed at the Madison Street Lift Station site to replace the temporary fencing on previously disturbed ground on the previously reviewed project site.

	Federal Share	Non-Federal Share	Total
Project Costs	\$858,762.75	\$286,254.25	\$1,145,017.00
Sub-Recipient Management Costs	\$0	\$0	\$0
Total	\$858,762.75	\$286,254.25	\$1,145,017.00

E. Storm Water Issues for Discussion and/or Vote

E.1 Storm Water Facility Construction Permit-9 Myrna Street—This is to inform the Board that the permit is being issued. No action was necessary.

E.2 Storm Water Facility Construction Permit-69 Camden Avenue - This is to inform the Board of the permit being issued. No action was necessary.

F. Correspondence and Information – Recorder Sanders reviewed the following with the Board with some discussion:

F.1 Notice of Advertisement Accepting Bids for One Ton Pickup Truck-To explore Enterprise options.

F.2 Tennerton P.S.D. Meeting Minutes-August 2024: The P.S.D.'s meeting minutes were distributed to the board members as information sharing between the COB and the P.S.D's

F.3 PSCWV General Order #266 -Contact Customers by Text Message & Email regarding Planned & Unplanned Service Outages & Request Updated Contact Information from Customers – Discussion took place.

G. Consent Agenda

G.1 Approval of Minutes 09/19/2024 – Recorder Sanders reported that the Consent Agenda was available and asked for any corrections, additions, or a motion to approve.

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

H. Strategic Issues for Discussion and/or Vote

H.1 Enterprise Leasing Option—Mr. Crosten reported that Enterprise has provided us with two options to renew the Nissan leases. Option one is to stay with the Nissan Frontiers or change to Toyota Tacomas for \$50 more monthly per vehicle. I believe we will make up that difference on the back end of the lease when we swap them out again, and I would recommend the change to the Tacomas. Discussion took place.

Loftis/Skinner motioned to approve the change to the Toyota Tacomas for \$50 more monthly per vehicle through the Enterprise Leasing program. The motion carried.

H.2 Authorization Renewal of Two Certificates of Deposits (CD) - Action taken earlier in the meeting,

H.3 Sanitary Board Budget Revision - Action taken earlier in the meeting,

H.4 Approval Wage Increase for Cody Tenney-Receiving Class III Certification Pending the Completion of CEUs (Per approved PayScale Implemented in 2023) – Mr. Crosten explained that this request is in response to Cody Tenney passing the Class 3 Wastewater Operator Licensing course. In addition to passing the course, the license requires 90 CEUs, which Cody is working on. Mr. Crosten proposes that Cody Tenney receive the previously approved \$2.00/hr. increase once he completes the necessary CEUs. Discussion took place.

Loftis/Skinner motioned to approve a \$2.00/hr. increase for Cody Tenney to take effective once he completes the necessary CEUs. The motion carried.

I. Executive Session Per WV Code § 6-9A-4 Personnel Matters

At 7:52 A.M., Skinner/Loftis motioned to move into an Executive Session per WV Code § 6-9A-4 to discuss personnel matters. The motion carried.

At 7:57 A.M., Loftis/Skinner motioned to leave the Executive Session. The motion carried.

Recorder Sanders noted that the Sanitary Board had an Executive Session, during which we discussed personnel matters. No decisions were made.

J. Board Member's Comments and Announcements

Mitch Shaw: Mr. Shaw was absent.

Phil Loftis: Mr. Loftis had nothing further to discuss.

Mayor Skinner: Mayor Skinner had nothing further to discuss.

K. Adjournment

At 7:58 a.m., Loftis made a motion to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____