

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

A regular meeting of the Buckhannon Water Board was held on Thursday, September 12, 2024, at 7:30 a.m. in Council Chambers at City Hall. The following were in attendance (GTM is attendance by GoToMeeting):

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

Guests: Dave Sharp, Tom Ball (By GTM) of Potesta & Associates, Inc.; Shane Whitehair of Region VII

*City of Buckhannon Water Board – 7:30 AM at City Hall in Council Chambers
Meeting Agenda for Thursday, September 12, 2024*

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests
 - B.1
- C. Financial Report-Amby Jenkins
 - C.1 August 2024
- D. Department Report
 - D.1 Water Department Report-Kelly Arnold
 - Update Tennerton Booster Station Project
 - Update Island Avenue Main Line Project
 - D.2 ARPA Projects Update
 - D.3 FEMA Generator Update
- E. Correspondence and Information
 - E.1 Mt. Hope Water Association Meeting Minutes-July 2024
 - E.2 Adrian P.S.D. Meeting Minutes-July 2024
 - E.3 Elkins Road P.S.D. Meeting Minutes-July 2024
 - E.4 Hodgesville P.S.D. Meeting Minutes-July 2024
 - E.5 The Pipeline Newsletter from the Public Service Commission of WV-Summer 2024
<http://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>
 - E.6 Design of New Water Treatment Plant
 - Executed Task Order Agreement between COB & Potesta & Associates, Inc.
 - Executed Pre-Application Funding Assistance: Preliminary Engineering Report & Project Description
- F. Consent Agenda
 - F.1 Approval of Minutes: Regular 08/08/24
- G. Strategic Issues for discussion and vote
 - G.1 Approval Wage Increase Patrick Tenney Receiving Class II Certification (Per approved PayScale Implemented in 2021)
 - G.2 Continued Discussion Cybersecurity Assessment – Possible Executive Session
 - G.3 Water Treatment Plant Project

- H. Board Member's Comments and Announcements
- I. Adjournment

Posted 09/06/2024

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

B. Recognized Guests:
B.1 None per agenda

Mayor Skinner recognized the presence of Dave Sharp and Tim Ball (by GTM) of Potesta & Associates and Shane Whitehair of Region VII, who was in Council Chambers.

Agenda item **G.3, Water Treatment Plant Project**, was moved to the table without objection. Mayor Skinner recognized Mr. Sharp, who provided an update on the work accomplished by Potesta & Associates, Inc., along with Region VII regarding the financing applications of the Water Treatment Plant Project, which would be a grant that would roll over to the loan if the project is completed. A Q&A confirmed that while we treat 2.2 to 2.4 million gallons of water daily, we could treat even more, as will be the case with the new plant. The new plant will have the technology to produce its own needed chlorine, so storing this chemical is no longer necessary. The new plant will use all available technology necessary to operate an effective and simple water plant. It was discussed how critical public meetings will be in presenting a compelling message concerning the new water plant.

Kelly Arnold expressed concern that the maintenance shop would be torn down without plans to rebuild it. He suggested that if we tore this one down, his department would need a place to work and store the over \$300,000 worth of equipment. All attendees discussed this issue. A new building will cost between \$500,000 and \$1,500,000.00. Several options were discussed, including obtaining additional property to give us options of relocating the building or moving to a new plant, allowing the current maintenance building to remain. Mr. Arnold strongly encouraged that if we build a new building, we do so before this current one is torn down. Mr. Ball suggests a series of meetings between the Postesta representatives, Jay Hollen, Kelly Arnold, and Ethan Crosten, to work through the details of this situation once the additional property is identified.

Mayor Skinner thanked both Dave Sharp and Tim Ball for their attendance.

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

9-10-2024 01:59 PM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: AUGUST 31ST, 2024				PAGE: 3	
400-WATER		% OF YEAR COMPLETED: 16.67					
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET	
UTILITY BILLINGS							
400-350-000-00 RESIDENTIAL SALES	950,000	92,315.30	187,843.16	0.00	762,156.84	19.77	
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	600,000	55,978.33	110,748.52	0.00	489,251.48	18.46	
400-350-000-03 PRIVATE FIRE PROTECTION	15,500	1,427.50	2,855.00	0.00	12,645.00	18.42	
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00	
TOTAL UTILITY BILLINGS	1,565,500	149,721.13	301,446.68	0.00	1,264,053.32	19.26	
OUTSIDE DISTRICTS							
400-360-000-00 MT HOPE WATER (MASTER MET	200,000	15,448.50	31,860.75	0.00	168,139.25	15.93	
400-360-000-01 HODGESVILLE PSD (MASTER M	200,000	27,440.00	56,928.75	0.00	143,071.25	28.46	
400-360-000-02 ELKINS ROAD PSD (MASTER M	200,000	16,173.00	31,768.25	0.00	168,231.75	15.88	
400-360-000-03 ADRIAN PSD (MASTER METER)	200,000	24,316.00	51,560.25	0.00	148,439.75	25.78	
TOTAL OUTSIDE DISTRICTS	800,000	83,377.50	172,118.00	0.00	627,882.00	21.51	
GRANTS							
400-366-000-01 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00	
400-366-000-02 GRANT -BOAT & AIRCOND	0	0.00	0.00	0.00	0.00	0.00	
400-368-000-00 TAP FEES	10,500	1,500.00	5,250.00	0.00	5,250.00	50.00	
400-368-000-01 RECLASSIFY REVENUE-ARMORY	0	0.00	0.00	0.00	0.00	0.00	
400-368-000-02 RECLASSIFY REVENUE	0	0.00	0.00	0.00	0.00	0.00	
400-368-100-00 PROJECTS NOT 5.5 RULE	42,100	0.00	42,064.33	0.00	35.67	99.92	
400-368-100-03 CONTRIB IN AID CONST 5.5R	0	0.00	0.00	0.00	0.00	0.00	
400-368-200-00 CAPITALIZE PROJ EQUIP CSTS	0	0.00	0.00	0.00	0.00	0.00	
TOTAL GRANTS	52,600	1,500.00	47,314.33	0.00	5,285.67	89.95	
INTRAFUND CONTR/CHARGES							
400-370-000-01 LATE CHARGES	20,000	2,139.78	4,757.32	0.00	15,242.68	23.79	
400-370-000-02 WATER BILLING-NEW SERVICE	0	0.00	0.00	0.00	0.00	0.00	
400-370-000-03 CUSTOMER BILL FEES(BANK-S	2,000	350.00	650.00	0.00	1,350.00	32.50	
400-370-000-04 C J MARTIN WATER LINE EXT	0	0.00	0.00	0.00	0.00	0.00	
400-370-000-05 ATLANTIC CST PIPELINE REV	0	0.00	0.00	0.00	0.00	0.00	
TOTAL INTRAFUND CONTR/CHARGES	22,000	2,489.78	5,407.32	0.00	16,592.68	24.58	
OTHER REVENUE							
400-379-000-00 GAIN ON SALE	0	0.00	0.00	0.00	0.00	0.00	
400-380-000-00 INTEREST INCOME	1,000	0.00	0.00	0.00	1,000.00	0.00	
400-399-000-00 MISC. NONOPERATING INCOME	33,000	2,500.00	7,701.89	0.00	25,298.11	23.34	
TOTAL OTHER REVENUE	34,000	2,500.00	7,701.89	0.00	26,298.11	22.65	
TOTAL REVENUE	2,474,100	239,588.41	533,988.22	0.00	1,940,111.78	21.58	

400-WATER

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT						
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NON-OPERATING EXPENSES						
400-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT						
	0	0.00	0.00	0.00	0.00	0.00
DEPRECIATION						
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CONTRIBUTIONS						
400-580-500-00 DEPRECIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL DEPRECIATION						
	0	0.00	0.00	0.00	0.00	0.00
RESERVIOR MANGMT DAM						
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SALARIES & BENEFITS						
400-601-103-00 RESERVIOR MANAGEMENT LABO	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
400-601-211-00 UTILITIES - ELEC,GAS,PHON	25,000	2,415.39	3,731.19	0.00	21,268.81	14.92
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	25,000	2,415.39	3,731.19	0.00	21,268.81	14.92
COMMODITIES						
400-601-342-00 MAINTENANCE RIVER INTAKE&	4,400	521.55	521.55	0.00	3,878.45	11.85
400-601-346-00 WATERSHED MANAGEMENT	0	0.00	0.00	0.00	0.00	0.00
400-601-347-00 MAINTENANCE DAM	4,000	0.00	1,548.21	0.00	2,451.79	38.71
400-601-399-00 WATERSHED, DAM MISC	5,000	0.00	0.00	0.00	5,000.00	0.00
TOTAL COMMODITIES	13,400	521.55	2,069.76	0.00	11,330.24	15.45
TOTAL RESERVIOR MANGMT DAM						
	38,400	2,936.94	5,800.95	0.00	32,599.05	15.11
WATER PLANT						
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SALARIES & BENEFITS						
400-642-103-00 WATER PUMPERS SALARIES	401,000	40,384.50	68,914.96	0.00	332,085.04	17.19
400-642-104-00 FICA TAX	30,700	3,094.99	5,281.12	0.00	25,418.88	17.20

400-WATER

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	45,000	3,229.52	11,468.44	0.00	33,531.56	25.49
400-642-106-00 RETIREMENT	36,100	3,634.61	6,202.35	0.00	29,897.65	17.18
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	512,800	50,343.62	91,866.87	0.00	420,933.13	17.91
CONTRACTUAL SERVICES						
400-642-211-00 UTILITIES - ELEC, GAS, PH	127,000	11,484.28	22,703.05	0.00	104,296.95	17.88
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	535.00	578.70	0.00	1,921.30	23.15
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	465.00	1,218.44	0.00	5,781.56	17.41
TOTAL CONTRACTUAL SERVICES	136,500	12,484.28	24,500.19	0.00	111,999.81	17.95
COMMODITIES						
400-642-341-00 OFFICE EXPENSE	3,300	586.52	909.13	0.00	2,390.87	27.55
400-642-342-00 MAINT TREATMENT PLANT BLD	6,400	297.86	491.31	0.00	5,908.69	7.68
400-642-343-00 VEHICLE MAINTENANCE	700	1,102.49	2,185.60	0.00	1,485.60	312.23
400-642-343-01 PLANT VEHICLE FUEL	4,000	0.00	128.67	0.00	3,871.33	3.22
400-642-344-00 GENERAL EQUIPMENT MAINTEN	24,000	3,186.32	3,186.32	0.00	20,813.68	13.28
400-642-345-00 UNIFORMS PERSONAL SAFETY	6,000	731.04	1,568.84	0.00	4,431.16	26.15
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	3,383.52	5,318.48	1,167.88	74,513.64	8.01
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	468.43	2,522.71	0.00	12,477.29	16.82
400-642-348-00 CHEMICAL COSTS	216,000	68,143.43	68,143.43	0.00	147,856.57	31.55
400-642-349-00 COMPLIANCE MONITORING	23,000	2,290.60	2,295.60	0.00	20,704.40	9.98
400-642-350-00 TELEMETRY COSTS	27,775	1,252.00	1,252.00	0.00	26,523.00	4.51
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL COMMODITIES	410,175	81,442.21	88,002.09	1,167.88	321,005.03	21.74
CAPITAL OUTLAY						
400-642-459-00 WATER PLANT CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL WATER PLANT						
	1,059,475	144,270.11	204,369.15	1,167.88	853,937.97	19.40
WATER LINES						
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SALARIES & BENEFITS						
400-660-103-00 T & D LINE CREW SALARIES	444,000	52,617.86	86,292.64	0.00	357,707.36	19.44
400-660-103-10 LABOR&BENEFITS CAPITALIZE	0	0.00	0.00	0.00	0.00	0.00
400-660-104-00 FICA TAX	34,000	4,039.06	6,624.14	0.00	27,375.86	19.48
400-660-105-00 HEALTH INSURANCE	95,000	7,203.86	31,586.14	0.00	63,413.86	33.25
400-660-106-00 RETIREMENT	40,000	4,735.62	7,766.36	0.00	32,233.64	19.42
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	613,000	68,596.40	132,269.28	0.00	480,730.72	21.58
CONTRACTUAL SERVICES						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	31,000	2,148.02	4,307.55	0.00	26,692.45	13.90
400-660-221-00 TRAINING & CONTINUED EDUC	2,500	0.00	0.00	0.00	2,500.00	0.00
400-660-226-00 UNEMPLOYMENT/COMPENSATION	13,000	465.00	1,782.46	0.00	11,217.54	13.71
TOTAL CONTRACTUAL SERVICES	46,500	2,613.02	6,090.01	0.00	40,409.99	13.10

400-WATER

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
400-660-341-00 OFFICE EXPENSE	10,325	146.30	279.30	0.00	10,045.70	2.71
400-660-342-00 MAINTENANCE GARAGE BLDG	4,500	111.61	111.61	0.00	4,388.39	2.48
400-660-343-00 VEHICLE MAINTENANCE	8,000	2,438.49	2,438.49	106.00	5,455.51	31.81
400-660-343-01 LINE VEHICLE FUEL	15,000	224.29	1,769.96	0.00	13,230.04	11.80
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	588.14	588.14	0.00	16,411.86	3.46
400-660-345-00 UNIFORMS-PERSONAL SAFETY	6,000	731.04	852.88	0.00	5,147.12	14.21
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	40,000	0.00	0.00	0.00	40,000.00	0.00
400-660-348-00 DISTRIBUTION TANK MAINTEN	20,000	0.00	17,604.00	0.00	2,396.00	88.02
400-660-349-00 LINE MAINTENANCE MATERIAL	0	0.00	0.00	0.00	0.00	0.00
400-660-350-00 LINE MAINT PERMITS (DOH)	500	0.00	0.00	0.00	500.00	0.00
400-660-351-00 COMPLIANCE MONITORING	0	0.00	0.00	0.00	0.00	0.00
400-660-352-00 NEW SERVICES, UPGRADE MAT	150,000	15,215.68	16,288.22	797.36	132,914.42	11.39
400-660-353-00 MAPPING & LINE LOCATING E	12,000	103.03	224.58	1,383.73	10,391.69	13.40
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	283,325	19,558.58	40,157.18	2,287.09	240,880.73	14.98
NON-OPERATING EXPENSES						
400-660-999-00 TRAN DISTRIB MISCELLANEOU	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL NON-OPERATING EXPENSES	1,500	0.00	0.00	0.00	1,500.00	0.00

TOTAL WATER LINES 944,325 90,768.00 178,516.47 2,287.09 763,521.44 19.15

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

400-WATER

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
NON-OPERATING EXPENSES						
400-902-999-00 CUST SERVICE-METER READ -	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
OFFICE/ADMIN						
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SALARIES & BENEFITS						
400-920-101-00 AD & GE SALARIES BOARD	16,800	1,400.00	2,800.00	0.00	14,000.00	16.67
400-920-103-00 AD & GE OFFICE SALARIES	170,000	19,070.82	32,278.07	0.00	137,721.93	18.99
400-920-104-00 FICA TAX	13,005	1,568.34	2,686.75	0.00	10,318.25	20.66
400-920-105-00 HEALTH INSURANCE	21,000	1,477.44	5,923.90	0.00	15,076.10	28.21
400-920-106-00 RETIREMENT	15,300	1,678.25	2,844.97	0.00	12,455.03	18.59
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	236,105	25,194.85	46,533.69	0.00	189,571.31	19.71
CONTRACTUAL SERVICES						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	153.09	251.54	0.00	1,748.46	12.58
400-920-221-00 TRAINING & CONTINUED EDUC	500	0.00	0.00	0.00	500.00	0.00
400-920-226-00 UNEMPLOYMENT/COMPENSATION	2,600	61.33	610.26	0.00	1,989.74	23.47
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	214.42	861.80	0.00	4,238.20	16.90
COMMODITIES						
400-920-341-00 MATERIALS & SUPPLIES EXPE	40,000	15,317.13	21,816.98	3,985.60	14,197.42	64.51
400-920-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-920-347-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-920-348-00 MAINTENANCE & RENT-OFFICE	10,950	0.00	0.00	0.00	10,950.00	0.00
400-920-349-00 AUDITING EXPENSE	6,300	0.00	0.00	0.00	6,300.00	0.00
400-920-350-00 PROFESSIONAL & LEGAL EXPE	23,500	1,475.00	2,725.00	0.00	20,775.00	11.60
400-920-351-00 ENGINEERING EXPENSE	0	0.00	0.00	0.00	0.00	0.00
400-920-352-00 PROPERTY INSURANCE	53,100	3,122.60	14,129.43	0.00	38,970.57	26.61
400-920-353-00 PSC ASSESSMENTS	6,000	0.00	7,277.70	0.00	1,277.70	121.30
400-920-369-00 CUSTOMER DEP INTEREST PAI	250	0.00	0.00	0.00	250.00	0.00
TOTAL COMMODITIES	140,100	19,914.73	45,949.11	3,985.60	90,165.29	35.64
CAPITAL OUTLAY						
400-920-459-00 CAPITAL OUTLAY OFFICE	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CAPITAL OUTLAY	10,000	0.00	0.00	0.00	10,000.00	0.00
NON-OPERATING EXPENSES						
400-920-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
400-920-999-00 ADM BOARD-BILLING MISC	40,000	2,134.91	13,787.81	0.00	26,212.19	34.47
TOTAL NON-OPERATING EXPENSES	40,000	2,134.91	13,787.81	0.00	26,212.19	34.47
TOTAL OFFICE/ADMIN						
	431,305	47,458.91	107,132.41	3,985.60	320,186.99	25.76

400-WATER% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBTS						
=====						
SALARIES & BENEFITS						
400-955-109-00 BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBTS	0	0.00	0.00	0.00	0.00	0.00
BOND PAYMENTS						
=====						
CONTRACTUAL SERVICES						
400-970-221-00 WATER BOND A 2016	270,400	22,481.88	45,499.21	0.00	224,900.79	16.83
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,400	22,481.88	45,499.21	0.00	224,900.79	16.83
TOTAL BOND PAYMENTS	270,400	22,481.88	45,499.21	0.00	224,900.79	16.83
CAPITAL/PROJECTS						
=====						
SALARIES & BENEFITS						
400-999-110-00 PAINT WATER TANKS	0	0.00	0.00	0.00	0.00	0.00
400-999-120-00 METER READER HANDHELD UPG	0	0.00	0.00	0.00	0.00	0.00
400-999-130-00 BOAT&AC GRANT 2020	0	0.00	0.00	0.00	0.00	0.00
400-999-140-00 ISLAND AVE 6" TO REPLACE	220,000	10,062.06	10,062.06	21,488.26	188,449.68	14.34
400-999-140-01 MEADE ST / CENTRAL	0	0.00	0.00	0.00	0.00	0.00
400-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
400-999-170-00 ATLANTIC CST PIPEL PASSTH	0	0.00	0.00	0.00	0.00	0.00
400-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
400-999-173-00 MEADE - COLLEGE TO CAMDEN	50,000	0.00	1,311.00	0.00	48,689.00	2.62
400-999-176-00 LIGHTBURN STREET	75,000	0.00	0.00	0.00	75,000.00	0.00
400-999-177-00 VALLEY GREEN MASTER METER	0	0.00	0.00	0.00	0.00	0.00
400-999-178-00 HYDRANT UPGRADE TO STEAME	0	0.00	0.00	0.00	0.00	0.00
400-999-187-00 BRIDGE METER SHOP TO CHEM	0	0.00	0.00	0.00	0.00	0.00
400-999-188-00 BRUSHY FORK LANE WIDENING	0	0.00	0.00	0.00	0.00	0.00
400-999-189-00 RENEW 84 METER SERVICES	0	0.00	0.00	0.00	0.00	0.00
400-999-190-00 VARIOUS OTHER PROJECTS	4,000	0.00	0.00	0.00	4,000.00	0.00
400-999-191-00 HOUSING AUTHORITY METERIN	0	0.00	0.00	0.00	0.00	0.00
400-999-197-00 PAINTING INT N. BKH TANK	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	349,000	10,062.06	11,373.06	21,488.26	316,138.68	9.42
NON-OPERATING EXPENSES						
400-999-602-00 INTAKE LARGE COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
400-999-612-00 WATER PLANT PROJ PHASE 1	0	0.00	0.00	0.00	0.00	0.00
400-999-613-00 KNOLLWOOD 4" TAP	35,000	0.00	0.00	0.00	35,000.00	0.00

400-WATER% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-619-00 24 MISC VALVES TO REPLACE	0	0.00	0.00	0.00	0.00	0.00
400-999-620-00 EMERG GEN @ BOOSTER STATI	0	0.00	0.00	0.00	0.00	0.00
400-999-621-00 PAINT INT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-622-00 LEWIS LINE EXTENTION	0	0.00	0.00	0.00	0.00	0.00
400-999-623-00 CORR H SOUTH WATER LINE	0	0.00	0.00	0.00	0.00	0.00
400-999-624-00 PAINT EXT. ST. JOE TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-625-00 14 NEW CITY/COUNTY HYDRAN	0	0.00	0.00	0.00	0.00	0.00
400-999-626-00 COMMERCIAL LAWNMOWER	0	0.00	0.00	0.00	0.00	0.00
400-999-627-00 GPS & LAPTOP	20,000	18,987.02	18,987.02	5.00	1,007.98	94.96
400-999-628-00 ST JOE CHECK VALVE SYSTEM	0	0.00	0.00	0.00	0.00	0.00
400-999-665-00 DEPRECIATION FUND (NEW PL	0	0.00	0.00	0.00	0.00	0.00
400-999-666-00 VICTORIA HILL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-667-00 FILTER MEDIA REPLACEMENT	0	0.00	0.00	0.00	0.00	0.00
400-999-668-00 REBUILD ALTITUDE AND PRV	0	0.00	0.00	0.00	0.00	0.00
400-999-669-00 EWMS EXP EARLYWARNINGMON	0	0.00	0.00	0.00	0.00	0.00
400-999-670-00 BATTLE GREEN -BR FRK RELO	0	0.00	0.00	0.00	0.00	0.00
400-999-671-00 REPLACE FLAT METER LIDS	0	0.00	0.00	0.00	0.00	0.00
400-999-672-00 LEAK DETECTION EQUIPMENT	50,000	0.00	0.00	0.00	50,000.00	0.00
400-999-673-00 CLOW TANK BIO FILM REMOVA	0	0.00	0.00	0.00	0.00	0.00
400-999-674-00 REPLACE CREW TRUCK	0	0.00	0.00	0.00	0.00	0.00
400-999-675-00 BOOM TRUCK/SLUDGE	0	0.00	0.00	0.00	0.00	0.00
400-999-676-00 PLANT AIR COMPRESSOR	0	0.00	0.00	0.00	0.00	0.00
400-999-677-00 SLUDGE PUMPS	0	0.00	0.00	0.00	0.00	0.00
400-999-678-00 PLANT FLOW METER	0	0.00	0.00	0.00	0.00	0.00
400-999-679-00 LIME/SODA ASH FEEDER	0	0.00	0.00	0.00	0.00	0.00
400-999-680-00 VFD-H.S PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-681-00 SCADA TANK/PUMP STATION	0	0.00	0.00	0.00	0.00	0.00
400-999-681-01 THURMAN AVE PROJECT	0	0.00	0.00	0.00	0.00	0.00
400-999-682-00 MOBILE TRAFFIC CONTROL	50,000	5,800.00	5,800.00	0.00	44,200.00	11.60
400-999-682-01 PROPERTY PURCHASE 161 WOO	0	0.00	0.00	0.00	0.00	0.00
400-999-682-02 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-682-03 PLANT PUMP REPAIRS 2023	0	0.00	0.00	0.00	0.00	0.00
400-999-682-04 SUPERVISOR TRUCK	20,836	1,736.28	3,472.56	0.00	17,363.44	16.67
400-999-682-05 BACKHOE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-06 CAPSTONE REPAIR WTP BLDGS	0	0.00	0.00	0.00	0.00	0.00
400-999-682-07 ROOFING SEAM REPAIR	25,000	0.00	0.00	0.00	25,000.00	0.00
400-999-682-08 CADD SOFTWARE LICENSE	0	0.00	0.00	0.00	0.00	0.00
400-999-682-09 TANK MIXERS TENNERTON TAN	0	0.00	0.00	0.00	0.00	0.00
400-999-682-10 VICKSBURG LINE UPGRADE	92,100	0.00	40,253.43	0.00	51,846.57	43.71
400-999-682-11 CHEMICAL PUMP	0	0.00	0.00	0.00	0.00	0.00
400-999-682-12 DEER CREEK LINE	50,000	0.00	0.00	0.00	50,000.00	0.00
400-999-683-00 SECURITY GATE	0	0.00	0.00	0.00	0.00	0.00
400-999-684-00 TANK INSPECTIONS	0	0.00	0.00	0.00	0.00	0.00
400-999-685-00 SECURITY FENCING ALL TANK	0	0.00	0.00	0.00	0.00	0.00
400-999-686-00 REBUILD ALTITUDE AND PRV	0	0.00	0.00	0.00	0.00	0.00
400-999-687-00 FLOW METER TENNERTON	0	0.00	0.00	0.00	0.00	0.00
400-999-688-00 MASTER METERS COLLEGE	0	0.00	0.00	0.00	0.00	0.00
400-999-689-00 DRAINS IN MASTER METER PI	0	0.00	0.00	0.00	0.00	0.00
400-999-690-00 EXTRA PUMPS FOR PS	0	0.00	0.00	0.00	0.00	0.00
400-999-691-00 SECURITY FOR TANKS/PS	0	0.00	0.00	0.00	0.00	0.00

400-WATER

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-692-00 BACKHOE	0	0.00	0.00	0.00	0.00	0.00
400-999-693-00 CAPSTONE REPAIR WTP	0	0.00	0.00	0.00	0.00	0.00
400-999-694-00 18' SILENT CHECK VALVE	0	0.00	0.00	0.00	0.00	0.00
400-999-695-00 3 & 4 FILTER REHAB	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	342,936	26,523.30	68,513.01	5.00	274,417.99	19.98
TOTAL CAPITAL/PROJECTS	691,936	36,585.36	79,886.07	21,493.26	590,556.67	14.65
TOTAL EXPENDITURES	3,435,841	344,501.20	621,204.26	28,933.83	2,785,702.91	18.92
REVENUE OVER/(UNDER) EXPENDITURES	(961,741) (104,912.79) (87,216.04) (28,933.83) (845,591.13) (12.08

AUGUST 2024 WATER PAYMENT OF BILLS

- \$68,143.43 – PHOENIX SOLUTIONS – CHEMICAL COSTS
- \$1,810.60 – PACE ANALYTICAL SERVICES – SOC SAMPLES
- \$2,474.76 – DENNIS SALES & SERVICE – CHLORINE PARTS
- \$2,438.49 – JENKINS FORD – REPAIRS TO W-7
- \$2,904.98 – FERGUSON WATERWORKS – MAIN LINE PARTS
- \$8,391.50 – CORE & MAIN – SERVICE & MAIN LINE MATERIALS
- \$11,504.50 – CORE & MAIN – HAND HELD RENEWAL
- \$9,687.06 – CORE & MAIN – MATERIALS FOR ISLAND AVE PROJECT
- \$18,262.01 – DUNCAN PARNELL INC – NEW GPS UNIT
- \$5,800.00 – A&A SAFETY – TRAFFIC CONTROL SIGNAL RENTAL

09-10-2024 01:55 PM	DISBURSEMENTS 8-01-24 TO 8-31-24				PAGE: 15
FUND: WATER					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
RESERVIOR MANGMT DAM	MON POWER	601-211-00	UTILITIES - ELEC,GAS	110088822306 OHIO LIFT STA	2,401.72
		601-211-00	UTILITIES - ELEC,GAS	110136713804 EWMS 262 TALL	13.67
	LOWES BUSINESS ACCOUNTS/SYNC	601-342-00	MAINTENANCE RIVER IN	AIR COND. INTAKE	521.55
			TOTAL:		2,936.94
WATER PLANT	BUCKHANNON UTIL BOARDS	642-342-00	MAINT TREATMENT PLAN	OLD PALLETS	25.00
	MON POWER	642-211-00	UTILITIES - ELEC, GA	110087859879 NEW WATER TRE	10,769.17
	FAIRFIELD INN	642-221-00	TRAINING & CONTINUED	PCRD-LODGING PATRICK TENNE	535.00
	CASTO AND HARRIS	642-341-00	OFFICE EXPENSE	MINUTES OF WATER BD 2024	224.62
	ENCOVA INSURANCE	642-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 7-2 TO 8-1-24	465.00
	J T MARTIN COMPANY INC	642-346-00	MAINT TREATMENT PLAN	EXTINGUSISHERS	270.00
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WATER AUG 2024 HEALTH INS	2,789.92
		642-105-00	HEALTH INSURANCE	WATER AUG 2024 RETIREE BEN	136.00
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	20.26
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	31.76
	GRAINGER	642-346-00	MAINT TREATMENT PLAN	FEEDER MOTOR	396.39
	LOWES BUSINESS ACCOUNTS/SYNC	642-346-00	MAINT TREATMENT PLAN	FURNANCE FILTERS	102.97
		642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	106.00

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		642-346-00	MAINT TREATMENT PLAN	WASP SPRAY	77.30
		642-342-00	MAINT TREATMENT PLAN	LOCK FOR PLANT	151.05
		642-349-00	COMPLIANCE MONITORIN	FLUORIDE	20.00
		642-347-00	PLANT LAB MAINT & SU	LAB SUPPLIES	350.41
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	671.49
	WV DEPT OF HEALTH	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	632.88
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	643.41
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	570.38
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	576.45
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	540.00
	MISSION COMMUNICATIONS, LLC	642-350-00	TELEMETRY COSTS	SERVICE CONTRACT	1,252.00
		642-348-00	CHEMICAL COSTS	CHEMICALS	20,986.45
		642-348-00	CHEMICAL COSTS	CHEMICALS	7,774.50
		642-348-00	CHEMICAL COSTS	CHEMICALS	18,351.50
		642-348-00	CHEMICAL COSTS	CHEMICALS	21,030.98
	WALMART STORES INC -BUCKHANN	642-347-00	PLANT LAB MAINT & SU	SPRAY BOTTLES	12.02
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	856.84
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	834.42
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	817.10
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	200.39
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	195.14
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	191.10
		642-349-00	COMPLIANCE MONITORIN	BAC-T	230.00
		642-349-00	COMPLIANCE MONITORIN	BAC-T SAMPLE AUG 24	230.00
		642-342-00	MAINT TREATMENT PLAN	PCRD-WINDOW TREATMENT CHLO	121.81
	PACE ANALYTICAL SERVICES LLC	642-341-00	OFFICE EXPENSE	PCRD-BROTHER WIRELESS SCAN	361.90
		642-349-00	COMPLIANCE MONITORIN	SOC SAMPLES	1,342.20
		642-349-00	COMPLIANCE MONITORIN	SAMPLES	468.40
		642-105-00	HEALTH INSURANCE	GROUP BENEFIT 1ST INSTALL	290.60
		642-105-00	HEALTH INSURANCE	WATER AUG 2024 HSA FEES	13.00
	USI INSURANCE SERVICES LLC	642-211-00	UTILITIES - ELEC, GA	WAT JUNE 2024 EQUIP RENTAL	35.00
		642-211-00	UTILITIES - ELEC, GA	JULY 2024 EQUIP RENTAL	35.00
		642-211-00	UTILITIES - ELEC, GA	AUG 2024 EQUIP RENTAL	35.00
		642-211-00	UTILITIES - ELEC, GA	PCRD-JUL 2024 CELL PHN & G	346.01
		642-346-00	MAINT TREATMENT PLAN	CHLORINE PARTS	1,893.00
	DENNIS SALES & SERVICE, INC.	642-346-00	MAINT TREATMENT PLAN	CHLORINE PARTS	581.76
		642-211-00	UTILITIES - ELEC, GA	472-8628-030719-4 WAT FAX	75.38
		642-211-00	UTILITIES - ELEC, GA	472-2530-101615-4 WATER	69.99
		642-211-00	UTILITIES - ELEC, GA	30401156600826024 WAT TELE	66.71
		642-344-00	GENERAL EQUIPMENT MA	RAW WATER INTAKE	769.32
	CUMMINS SALES & SERVICE FAIR	642-344-00	GENERAL EQUIPMENT MA	INDUSTRIAL PARK	773.82
		642-344-00	GENERAL EQUIPMENT MA	TENNERTON BS	764.82
		642-344-00	GENERAL EQUIPMENT MA	WTP	800.06
		642-343-00	VEHICLE MAINTENANCE	WATER JULY 2024 FUEL BILL	1,102.49
		642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS JULY 2024	121.84
	FLYERS ENERGY LLC	642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS JULY 2024	121.84
		642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS AUG 2024	121.84
		642-345-00	UNIFORMS PERSONAL SA	AUG 2024 WATER UNIFORMS	121.84
		642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS 8-19-24	121.84
		642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS 8-26-24	121.84
	CINTAS	642-344-00	GENERAL EQUIPMENT MA	SERVICE SAFETY CABINET	78.30
		642-346-00	MAINT TREATMENT PLAN	FIRST AID CABINET	62.10

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			8/01/2024 - 8/31/2024	40,384.50
				TOTAL:	144,270.11
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110085340724 BRUSHY FORKP	142.80
		660-211-00	UTILITIES - ELEC,GAS	110088895773 TANK #3	10.85
		660-211-00	UTILITIES - ELEC,GAS	110117519980 2425 BRUSHY F	10.00
		660-211-00	UTILITIES - ELEC,GAS	110152507908 300 CLARKSBUR	10.95
		660-211-00	UTILITIES - ELEC,GAS	110161992976 272 DEVELOPMN	247.65
		660-211-00	UTILITIES - ELEC,GAS	110085818216 DEERCKBOOSTER	84.32
		660-211-00	UTILITIES - ELEC,GAS	110085973250 RT 3	10.57
		660-211-00	UTILITIES - ELEC,GAS	110085813894 DEERCKTANK	16.90
		660-211-00	UTILITIES - ELEC,GAS	110088788390 HIGH SCHOOL	964.33
		660-211-00	UTILITIES - ELEC,GAS	110100156634 ST JOE TOWER	17.91
		660-211-00	UTILITIES - ELEC,GAS	110114638833 VICTORIA HILL	10.93
		660-211-00	UTILITIES - ELEC,GAS	110117519956 2412 RTE 20 S	10.71
		660-353-00	MAPPING & LINE LOCAT	GPS PROCESSING & ENGINEER	32.50
		660-341-00	OFFICE EXPENSE	WATER TOSHIBA 3025AC	146.30
		660-352-00	NEW SERVICES, UPGRAD	REPAIR CLAMP	6.09
	REGION VII PLANNING PDC	660-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 7-2 TO 8-1-24	465.00
		660-105-00	HEALTH INSURANCE	WATER AUG 2024 HEALTH INS	6,341.78
		660-105-00	HEALTH INSURANCE	WATER AUG 2024 RETIREE BEN	408.00
		660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	20.26
		660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	31.76
	LEAF	660-344-00	GENERAL EQUIPMENT MA	DEP	19.39
		660-353-00	MAPPING & LINE LOCAT	JULY 2024 MESSAGE FEES	70.53
		660-352-00	NEW SERVICES, UPGRAD	STONE	1,188.00
		660-343-00	VEHICLE MAINTENANCE	REPAIR W-7	2,438.49
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,246.29
	RITE-WAY HEATING & PLUMBING	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,353.39
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,190.94
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	293.40
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	355.50
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	296.10
	ENCOVA INSURANCE	660-352-00	NEW SERVICES, UPGRAD	MAIN LINE PARTS	2,904.98
		660-352-00	NEW SERVICES, UPGRAD	SERVICE LINE FITTINGS	1,366.58
		660-352-00	NEW SERVICES, UPGRAD	F-600 CORP STOP	45.49
		660-352-00	NEW SERVICES, UPGRAD	MAIN AND SERVICE MATERIAL	5,532.96
		660-352-00	NEW SERVICES, UPGRAD	SERVICE LINE PARTS	338.88
	MOUNTAINEER GAS COMPANY	660-344-00	GENERAL EQUIPMENT MA	STICK PUMP,DEWALT PL	248.75
		660-344-00	GENERAL EQUIPMENT MA	PREMIUM APB, BLADES	320.00
		660-352-00	NEW SERVICES, UPGRAD	SERVICE LINE FITTINGS	538.84
		660-342-00	MAINTENANCE GARAGE B	CLEANING SUPPLIES	111.61
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,064.40
	INTERNAL REVENUE SERVICE	660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,180.95
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,028.13
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	248.93
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	276.19
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	240.46
	AMAZON.COM	660-352-00	NEW SERVICES, UPGRAD	PCRD-MARKING BLUE PAINT	142.40
		660-352-00	NEW SERVICES, UPGRAD	PCRD-50LB BOX OF RAGS	493.06
		660-352-00	NEW SERVICES, UPGRAD	INTRNT MGMT SUPPORT 9/24-8	2,450.00
		660-105-00	HEALTH INSURANCE	GROUP BENEFIT 1ST INSTALL	348.72
		660-105-00	HEALTH INSURANCE	GROUP BENEFIT 1ST INSTALL	72.86
	PAYFLEX - INSPIRA	660-105-00	HEALTH INSURANCE	WATER AUG 2024 HSA FEES	32.50

09-10-2024 01:55 PM		DISBURSEMENTS 8-01-24 TO 8-31-24			PAGE: 18
FUND: WATER					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AT&T MOBILITY	660-211-00	UTILITIES - ELEC,GAS	PCRD-JUL 2024 CELL PHN & G	346.01
	FREEDOM AG & ENGERY COOPERAT	660-352-00	NEW SERVICES, UPGRAD	SEED AND STRAW	208.40
	FRONTIER	660-211-00	UTILITIES - ELEC,GAS	472-8628-030719-4 WAT FAX	75.38
		660-211-00	UTILITIES - ELEC,GAS	472-2530-101615-4 WATER	69.98
		660-211-00	UTILITIES - ELEC,GAS	30401156600826024 WAT TELE	66.71
	FLYERS ENERGY LLC	660-343-01	LINE VEHICLE FUEL	WATER JULY 2024 FUEL BILL	224.29
	CINTAS	660-345-00	UNIFORMS-PERSONAL SA	WATER UNIFORMS JULY 2024	121.84
		660-345-00	UNIFORMS-PERSONAL SA	WATER UNIFORMS JULY 2024	121.84
		660-345-00	UNIFORMS-PERSONAL SA	WATER UNIFORMS AUG 2024	121.84
		660-345-00	UNIFORMS-PERSONAL SA	AUG 2024 WATER UNIFORMS	121.84
		660-345-00	UNIFORMS-PERSONAL SA	WATER UNIFORMS 8-19-24	121.84
		660-345-00	UNIFORMS-PERSONAL SA	WATER UNIFORMS 8-26-24	121.84
	**PAYROLL EXPENSES			8/01/2024 - 8/31/2024	52,617.86
				TOTAL:	90,768.00
	OFFICE/ADMIN	ENCOVA INSURANCE	920-226-00	UNEMPLOYMENT/COMPENS	WCN6007140 7-2 TO 8-1-24
	WV PUBLIC EMPLOYEES INSURANC	920-105-00	HEALTH INSURANCE	WATER AUG 2024 HEALTH INS	1,305.96
		920-105-00	HEALTH INSURANCE	WATER AUG 2024 RETIREE BEN	34.00
	WV PUBLIC EMPLOYEES RETIREME	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	451.18
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	460.38
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	468.04
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTIBUT	89.15
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTIBUT	94.07
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTIBUT	115.43
	BUCKHANNON POSTMASTER	920-999-00	ADM BOARD-BILLING MI	PERMIT #10 POSTAGE	750.00
		920-999-00	ADM BOARD-BILLING MI	BILL ADDRESS RETURN AUG 20	50.00
	PAYROLL ACCOUNT (ALL DEPTS)	920-341-00	MATERIALS & SUPPLIES	JULY 2024 AA FEES	243.68
	THOMAS J O'NEILL	920-350-00	PROFESSIONAL & LEGAL	SEPT 2024 ATTY FEE CONTRAC	1,250.00
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	JULY 2024 CC FEES	2,494.53
	GENERAL FUND	920-341-00	MATERIALS & SUPPLIES	AUG 2024 LOC FEES	72.50
	CORE & MAIN LP	920-341-00	MATERIALS & SUPPLIES	RADIO HAND HELD RENEW	11,292.00
		920-341-00	MATERIALS & SUPPLIES	RADIO HAND HELD RENEW	212.50
	MY BUCKHANNON	920-999-00	ADM BOARD-BILLING MI	PCRD-YEARLY SUBSCRIPTION	22.25
	WALMART STORES INC -BUCKKHANN	920-341-00	MATERIALS & SUPPLIES	CLEANING SUPPLIES	46.56
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	375.09
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	391.01
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	504.97
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	87.72
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	91.45
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	118.10
	AMAZON.COM	920-341-00	MATERIALS & SUPPLIES	PCRD-COPY PAPER	9.57
		920-341-00	MATERIALS & SUPPLIES	PCRD-CHAIR MATS	25.18
		920-341-00	MATERIALS & SUPPLIES	PCRD-DESK WALL CALENDAR	4.86
		920-341-00	MATERIALS & SUPPLIES	PCRD-BLUE PRINTER PAPER	2.91
		920-341-00	MATERIALS & SUPPLIES	PCRD-METAL SHELVES AT CITY	124.74
		920-341-00	MATERIALS & SUPPLIES	PCRD-PENS	3.49
		920-341-00	MATERIALS & SUPPLIES	PCRD-STENO PADS BATTERIES	116.85
	USI INSURANCE SERVICES LLC	920-105-00	HEALTH INSURANCE	GROUP BENEFIT 1ST INSTALL	130.98
	PAYFLEX - INSPIRA	920-105-00	HEALTH INSURANCE	WATER AUG 2024 HSA FEES	6.50
	LYNX WV INC	920-341-00	MATERIALS & SUPPLIES	AUG 2024 IT SERVICES	425.00
	AT&T MOBILITY	920-211-00	UTILITIES - ELEC,GAS	PCRD-JUL 2024 CELL PHN & G	54.00
	WAMSB BUCKHANNON HOST COMMIT	920-999-00	ADM BOARD-BILLING MI	PER CITY COUNCIL PURCHASE	757.25
	JEREMY DRENNEN, CPA	920-350-00	PROFESSIONAL & LEGAL	FY 24 WATER & SEWER PSC RE	225.00
	UPSHUR COUNTY CLERK	920-999-00	ADM BOARD-BILLING MI	ESTATE EDWIN BENNETT	5.00

09-10-2024 01:55 PM

DISBURSEMENTS 8-01-24 TO 8-31-24

PAGE: 19

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	KOMAX LLC	920-341-00	MATERIALS & SUPPLIES	POSTAGE LABELS	13.00	
	US POSTAL SERVICE (CMRS-FP)	920-999-00	ADM BOARD-BILLING MI	AUGUST 2024 POSTAGE	500.00	
	OPTIMUM B2B, DEPT. 1264	920-341-00	MATERIALS & SUPPLIES	AUG 2024 CITY HALL INTERNE	214.62	
	ROSSMAN & CO/PCB CORP	920-341-00	MATERIALS & SUPPLIES	JULY 2024 DEBT COLLECTION	6.89	
	FRONTIER	920-211-00	UTILITIES - ELEC,GAS	472-1651-101515-4 CITY HAL	74.92	
		920-211-00	UTILITIES - ELEC,GAS	304-003-2273-060600-4	24.17	
	GARRETT K SUMMERS	920-341-00	MATERIALS & SUPPLIES	BITDEFENDER ENDPOINT SECUR	8.25	
		920-999-00	ADM BOARD-BILLING MI	LATE FEE	0.41	
		920-999-00	ADM BOARD-BILLING MI	ASSISTED WITH PLOTTER INST	50.00	
	TRAVELERS INSURANCE	920-352-00	PROPERTY INSURANCE	INS PREMIUM AUTO LIAB SEPT	3,122.60	
	**PAYROLL EXPENSES			8/01/2024 - 8/31/2024	20,470.82	
				TOTAL:	47,458.91	
	BOND	MUNICIPAL BOND COMM OF WV	970-221-00	WATER BOND A 2016	WATER BOND A PYMT AUG 2024	22,481.88
					TOTAL:	22,481.88
CAPITAL/PROJECTS	ENTERPRISE FM TRUST	999-682-04	SUPERVISOR TRUCK	25H3G4 21 RAM 1500 LEASE P	405.28	
		999-682-04	SUPERVISOR TRUCK	23W5D4 2021 NISSAN LEASE P	322.35	
		999-682-04	SUPERVISOR TRUCK	23W5D8 2021 NISSAN LEASE P	364.29	
		999-682-04	SUPERVISOR TRUCK	23W5DC 2021 NISSAN LEASE P	322.18	
		999-682-04	SUPERVISOR TRUCK	23W5DG 2021 NISSAN LEASE P	322.18	
	CORE & MAIN LP	999-140-00	ISLAND AVE 6" TO REP	MATERIAL FOR ISLAND AVE.	7,007.83	
		999-140-00	ISLAND AVE 6" TO REP	MATERIAL FOR ISLAND AVE.	1,385.64	
		999-140-00	ISLAND AVE 6" TO REP	MATERIAL FOR ISLAND AVE.	1,293.59	
	MCCARTY'S SEPTIC SERVICE	999-140-00	ISLAND AVE 6" TO REP	TOILET	375.00	
	DUNCAN PARNELL INC	999-627-00	GPS & LAPTOP	GPS UNIT	18,262.01	
	AMAZON.COM	999-627-00	GPS & LAPTOP	PCRD-OTTER BOX IPHONE 11	26.96	
		999-627-00	GPS & LAPTOP	PCRD-APPLE IPAD MINI CASE	698.05	
	A&A SAFETY	999-682-00	MOBILE TRAFFIC CONTR	TRAFFIC CONTROL	5,800.00	
				TOTAL:	36,585.36	

McCauley/Nestor made the motion to accept the August 2024 financial report. Motion carried.

D. Department Report

D.1 Water Department Report—Kelly Arnold provided the following report to the Board, including:

- Update Tennerton Booster Station Project
- Update Island Avenue Main Line Project, which is 40-50% done
- The Meade Street project has fire service, but we have not connected the customers yet

Kelly provided expanded details on some items in his report and reported on the water level, which is becoming a concern, but rain is forecasted. The Booster Station was also discussed, along with an update.

CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for August 2024

- Water leaks-11
- Weekly safety meetings.
- Locates.
- Renewed service – 0
- New Services-4
- Maintenance shop.
- Residential meters changed-1
- Residential meters tested-1
- Meter change out.
- Island Ave. main line update.
- New Tennerton booster station working.
- Hydrant repair on Reger and Kanawha St.
- Old transformer sent for scrap.
- Cleared brush on right of ways.
- Valve boxes on Main St.
- Lead and copper.
- Public Service District meters tested-0
- Meter testing.
- Meter barrel repairs.
- All meters were read in system
- Clearing brush and grass from right of ways and tank sites
- Clearing meter barrel lids.
- Continuing to paint hydrants.
- Cleaning out valve boxes
- Repair meter barrels
- Maintenance booster stations.
- GPS valves, services, leaks for past year.
- 72.7 million gallons of water treated for month of August 2.35 million a day.
- Cost per million gallons treated for August \$531.16
- 36490 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. - 222
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Maintenance equipment.

Unaccounted For Water through June 30, 2024						
		Plant	Distribution	Sold to	Sold to	Percent
	Produced (a.)	Loss (b.)	Loss (c.)	City (d.)	PSDs (e.)	Loss
Jul-24	72,343,370	1,527,706	12,416,000	21,467,600	35,496,200	1.98%
Aug-24	72,710,012	1,597,420	542,000	21,599,300	33,351,000	21.48%
Sep-24						#DIV/0!
Oct-24						#DIV/0!
Nov-24						#DIV/0!
Dec-24						#DIV/0!
Jan-25						#DIV/0!
Feb-25						#DIV/0!
Mar-25						#DIV/0!
Apr-25						#DIV/0!
May-25						#DIV/0!
Jun-25						#DIV/0!
Totals:	145,053,382	3,125,126	12,958,000	43,066,900	68,847,200	11.76%

Month:	Aug-24						
				Monthly			
				Total		Y-T-D	
Million Gallons Treated:				72.7		145	
Total Chemical Treatment Cost:				38615.43		77242.92	
Cost per Million Gallons:				531.1613		532.7098	
				Amount		Monthly	Y-T-D
Chemical	Cost	Unit		Used (lbs)		Cost	Cost
Carbon	2.76	lb		4300		11868	23322
Chlorine	1.39	lb		2330		3238.7	6797.1
Fluoride	2.2	lb		385		847	1452
KMnO4	3.65	lb		1198		4372.7	8533.7
NaMno4	1.4	lb				0	0
Lime	0.23	lb		650		149.5	460
Premier Pac	0.455	lb		21955		9989.525	20049.12
Soda Ash	0.470	lb		13600		6392	13113
Sodium Hex	2.93	lb		600		1758	3516
Smart-Phos	14.16	GAL				0	0
						38615.43	77242.92

D.2 ARPA Projects Update - City Engineer Jay Hollen provided the updates, noting that we should wrap it up by the end of October.

D.3 FEMA Generator Update-Scope & Budget Revision Approval – Nothing new to report.

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

Items E.1 to E.4: 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.

E.1 Mt. Hope Water Association Meeting Minutes-July 2024

E.2 Adrian P.S.D. Meeting Minutes-July 2024-

E.3 Elkins Road P.S.D. Meeting Minutes-July 2024

E.4 Hodgesville P.S.D. Meeting Minutes-July 2024

E.5 The Pipeline Newsletter from the Public Service Commission of WV-Summer 2024
<http://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>

E.6 Design of New Water Treatment Plant-Documents are available at City Hall- Office of Engineer.

- Executed Task Order Agreement between COB & Potesta & Associates, Inc.
- Executed Pre-Application Funding Assistance: Preliminary Engineering Report & Project Description

SUGGESTED FORM OF
TASK ORDER

This is Task Order
No. 101, consisting
of 4 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated **November 18 , 2021**. ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: **August 13, 2024**
- b. Owner: City of Buckhannon
- c. Engineer: Potesta & Associates, Inc.
- d. Specific Project (title): Design of 6.0 MGD Water Treatment Plant
- e. Specific Project (description): Design of a new Water Treatment Plant for City of Buckhannon (including RPR and Construction Administration as needed)
 - Design of Approx. 6.0 MGD WTP located adjacent to the existing WTP utilizing conventional treatment technologies as outlined in the previously completed Water Treatment Plant Feasibility Report prepared by POTEITA dated December 11, 2023 – including incorporation of space to accommodate the collection and treatment of PFAS particulates but not including the design of such a system nor design of a belt filter press for sludge disposal.
 - New Intake and Raw Water Pump Station in Buckhannon River
 - Relocation of existing meter shop, parking lot, and garage/shop as well as an existing 12" water line to accommodate new plant location.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:
 - ☒ set forth in Part 1—Basic Services of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.
 - B. Resident Project Representative (RPR) Services
- If the scope of services established in Paragraph 2.A above includes RPR services, then Exhibit D of the Agreement is expressly incorporated in this Task Order by reference only if RPR services are authorized as an additional service of this task order.

- C. Designing to a Construction Cost Limit
 - Does not apply.**
 - D. Other Services
- Engineer shall also provide the following services:
- None.**
- E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Additional Services

- A. Additional Services that may be authorized or necessary under this Task Order are:
 - ☒ set forth as Additional Services in Part 2—Additional Services, of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B (as attached to the Agreement between Owner and Engineer for Professional Services dated November 18, 2021), subject to the following:

None.

5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services (Part 1 of Exhibit A)	\$4,650,000	
a. Study and Report Phase (Preliminary Engineering Report)	\$150,000	Lump Sum
b. Preliminary Design Phase	\$750,000	Lump Sum
c. Final Design Phase	\$1,500,000	Lump Sum
d. Bidding or Negotiating Phase	\$75,000	Lump Sum
e. Construction Phase		
1) Basic Construction Phase Services	\$525,000	Lump Sum
2) Resident Project Representative (RPR) Services	1,500,000	T&M
f. Post-Construction Phase	\$75,000	Lump Sum
g. Commissioning Phase	\$75,000	Lump Sum
2. Additional Services (Part 2 of Exhibit A)	\$147,500	
a. Geotechnical Engineering	\$50,000	T&M
b. Surveying	\$40,000	T&M
c. Public Service Commission (PSC)	\$2,500	T&M
d. Financing	\$25,000	T&M
e. Environmental Services	\$30,000	T&M
TOTAL	\$4,797,500	

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer’s labor, overhead, profit, reimbursable expenses (if any), and Consultants’ charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

7. Consultants retained as of the Effective Date of the Task Order:

Consultants will be obtained for structural, architectural, and MEP. These consultants have not been retained as of the effective date of this Task Order, however, the pricing for these services is included in the basic services identified below.

8. Other Modifications to Agreement and Exhibits:

None.

Attachments:

None.

9. Other Documents Incorporated by Reference:

None.

10. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is August 13, 2024.

OWNER: CITY OF BUCKHANNON

ENGINEER: POTESTA & ASSOCIATES, INC.

By: Robert N. Skinner, III

By: David B. Sharp

Print Name: Robert N. Skinner, III

Print Name: David B. Sharp, PE

Title: Mayor & Water Board Chair

Title: Branch Manager

Engineer License or Firm’s
Certificate No. (if required): C00994
State of: West Virginia

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: James S. Hollen III, PE

Name: David B. Sharp, PE

Title: City Engineer

Title: Branch Manager

Address: 70 East Main St, Buckhannon, WV 26201

Address: 125 Lakeview Dr, Morgantown, WV 26508

E-Mail Address: jay.hollen@buckhannonwv.org

E-Mail Address: dsharp@potesta.com

Phone: (304) 472-1651, Ext. 1006

Phone: (304) 290-8575

September 3, 2024

Mr. Wayne Morgan, PE – Executive Director
WV Infrastructure and Jobs Development Council
1009 Bullitt Street
Charleston, WV 25301

**Re: Pre-Application Funding Assistance and
Preliminary Engineering Report Project Description**

Mr. Wayne Morgan, PE – Executive Director
WV Infrastructure and Jobs Development Council
1009 Bullitt Street
Charleston, WV 25301

**Re: Pre-Application Funding Assistance Request
Preliminary Engineering Report**

F. Consent Agenda –

F.1 Approval of Minutes: Regular 08/08/24– Mayor Skinner asked for any comments or corrections or a motion to approve the minutes as presented.

McCauley/Rizo moved to approve the minutes from the Regular 08/08/24. The motion carried.

G. Strategic Issues for discussion and vote:

G.1 Approval Wage Increase Patrick Tenney Receiving Class II Certification (Per approved Pay Scale Implemented in 2021) – Mayor Skinner and Kelly Arnold provided the request overview, noting the pay will go from \$18 per hour to \$22 per hour.

**STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH**

This is to Certify

Patrick M. Tenney

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

**DW Drinking Water Certification DW-2
WVOP34545**

EXPIRATION DATE: August 31, 2026



Director, Office of Environmental Health Services

McCauley/Rizo motioned to approve a wage increase of \$4.00 per hour for Patrick Tenney, who is receiving Class II certification. The motion carried.

G.2 Continued Discussion Cybersecurity Assessment – Possible Executive Session – Mayor Skinner and Amby Jenkins provided a brief update on this agenda item.

G.3 Water Treatment Plant Project – Discussed earlier in the meeting.

H. Board Member's Comments and Announcements

- **Don Nestor:** Mr. Nestor spoke of Kelly Arnold's positive work with the Adrian Public Service District. He also appreciates the completion of the water line extension to Pickens.
- **Erasmo Rizo:** Mr. Rizo spoke of the importance of having public meetings regarding the new water plant.
- **Dave McCauley:** Mr. McCauley spoke about the importance of raw water storage and supply and the necessity of exploring the possibility of introducing it into our system if necessary. Jay Hollen said of the situation, noting that all the infrastructure to remove the raw water has been removed. He spoke of how it could be retrieved, detailing the process that would need to be implemented, including a minimum of two years to bring it to the river.
- **Dave Thomas:** Mr. Thomas had no additional comments.
- **Recorder Sanders:** Mr. Sanders reported on his report on the new water plant at the Chamber of Commerce where he took several questions.
- **Amby Jenkins** – Mrs. Jenkins spoke about a recent visit to Pickens and the many positive remarks about the new water supply.
- **Mayor Skinner:** Mayor Skinner discussed the frustration of misinformation and urged citizens to seek accurate information.

I. Adjournment

At 8:33 AM, Nestor made a motion to adjoin.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____