

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

A regular meeting of the Buckhannon Water Board was held on Thursday, December 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 - GTM |
| Randy Sanders | City Recorder | Present |
| Scott Randall | Board Member | Present - GTM |
| David Thomas | Board Member | Present |
| Don Nestor | Board Member | Present - GTM |
| Erasmio Rizo | Board Member | Present |
| 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 | Absent |
| Barbara Hinkle | City Hall Office Manager | Present |
| Jerry Myers | COB Water Plant | Absent |

Guests: Dave Sharp & Tom Ball of Potesta & Associates, Inc.; Dr. Joe Reed; Shane Whitehair of Region VII

*City of Buckhannon Water Board Meeting Agenda
7:30 AM Thursday, December 12, 2024
Council Chambers | 70 East Main Street*

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1. Call to Order
 2. Moment of Silent Reflection
 3. Reciting the Pledge of Allegiance
 4. Approval of Previous Meeting Minutes 11/14/2024
 5. Report of Events, Correspondence, and Information
 - a. See Full Listing in the Water Board Packet
 6. Public Comment – Motion to Open & Close Requested
 7. Recognition of Guests
 - a. Potesta & Associates, Inc.
 8. Financial Report – Director of Finance Amberle Jenkins
 - a. November 2024
 9. Department Report – Water Department Superintendent Kelly Arnold
 - a. Monthly Water Department Report
 - b. Monthly Chemical Cost Summary Report
 - c. Monthly Unaccounted Water Loss Report
 - d. Update Tennerton Booster Station Project
 - e. Update ARPA Funds
 - f. Update Island Avenue Main Line Project
 - g. Update UC Airport Authority Generator Installation
 10. Old Business Discussions:
 - a. Water Treatment Plant Project
 - Bond Reimbursement Resolution 2024-13 (Council approved 12/05/24)
 - Open Bank Account at JP Morgan Chase
 11. New Business Discussions:
 - a.
 12. Board Members' Remarks and Announcements
 13. Executive Session – Property Matters Per WV Code § 6-9A-4
 14. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on Friday, December 6, 2024. *Those who participated in this meeting virtually used this link: <https://global.gotomeeting.com/join/234619757>, or by phone by calling (872) 240-3212, access code: 234-619-757.*

1. Call to Order: At 7:30 a.m., Mayor Robbie Skinner, attending by GTM, called the December 12, 2024, meeting of the Water Board to order.

2. Moment of Silent Reflection – Mayor Skinner invited those in attendance to join in silent reflection.

3. Reciting the Pledge of Allegiance – Recorder Sanders led those in attendance for the Pledge of Allegiance.

Recorder Sanders moved 7. Recognition of Guests to the table without objection and called for a motion to enter Executive Session – Property Matters per WV Code § 6-9A-4.

At 7:33 a.m., Thomas/Rizo moved to enter an Executive Session on property Matters per WV Code § 6-9A-4. The motion carried.

At 8:30 a.m., Thomas/Rizo motioned to leave the Executive Session and return to the regular meeting. The motion carried.

Recorder Sanders noted that we had left an Executive Session during which property matters were discussed and asked for any motions regarding these conversations.

Thomas/Rizo motioned to have the property parcels discussed in the Executive Session located east of Wood Street at the corner of Preston Street (parcel 3-13-102) and a second property (parcel 3-13-105) located south of this parcel appraised. The motion carried.

4. Approval of Previous Meeting Minutes: 10/10/2024—Recorder Sanders announced that the minutes of the previous meeting were not available. No action could be taken.

5. Report of Events, Correspondence, and Information – Recorder Sanders reviewed the following with the Board:

- a. The Pipeline Newsletter from the Public Service Commission of WV-Fall 2024
<http://www.psc.state.wv.us/scripts/pipeline/pipelinenewsletter.cfm>
 - b. Elkins Road P.S.D. Meeting Minutes-November 2024
 - c. Adrian P.S.D. Meeting Minutes-November 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

6. Public Comment—Motion to Open & Close Requested

Thomas/Nestor motioned to open Public Comments. The motion carried.

Recorder Sanders recognized Dr. Joe Reed, who has signed in to address the board. Dr. Reed's concern is with the water supply and the steps being taken to continue providing water to customers in the case of a prolonged drought. He also had questions concerning the production capabilities of the new water treatment plant and how we could supplement our supply in ways other than from the Buckhannon River. There was a discussion, including a Q&A with the board and the representatives of Potesta & Associates, concerning these subjects.

Thomas/Rizo motioned to close Public Comments. The motion carried.

7. Recognition of Guests – This took place earlier in the meeting.

- a. Potesta & Associates, Inc.

8. Financial Report – Director of Finance Amberle Jenkins – City Hall Office Manager Barbara Hinkle presented the current financial reports.

**WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

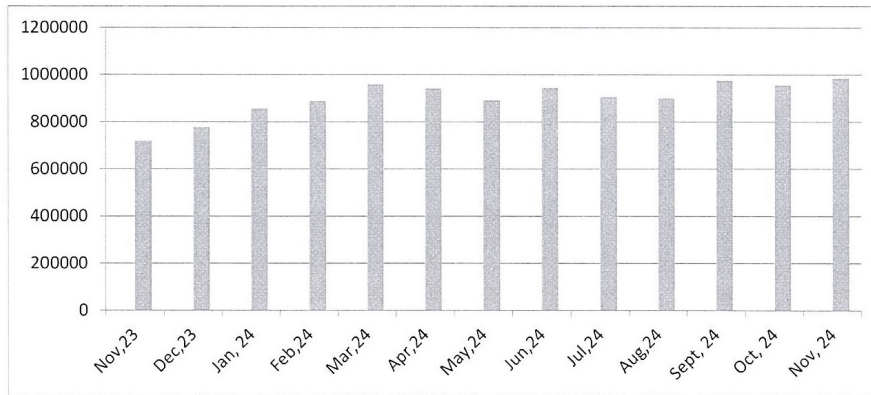
Balance November 30, 2024
Money market & checking \$ 1,040,657.73

The two Working Capital CD's to WV Board of Treasury Investment
\$360,128.38

CD Renewed 6-4-24 4.65%(Peoples) \$286,128.38

CD 348383 open 8-6-24 4.8% for 7 months \$266,559.78

Savings 2%Depreciation .05% \$ 1,524.40



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

12-10-2024 06:41 PM

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

PAGE: 3

400-WATER

% OF YEAR COMPLETED: 41.67

| 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 | 90,335.72 | 461,958.14 | 0.00 | 488,041.86 | 48.63 |
| 400-350-000-01 COMMERCIAL/INDUSTRIAL SAL | 600,000 | 70,039.19 | 307,391.92 | 0.00 | 292,608.08 | 51.23 |
| 400-350-000-03 PRIVATE FIRE PROTECTION | 15,500 | 1,427.50 | 7,137.50 | 0.00 | 8,362.50 | 46.05 |
| 400-350-000-04 PUBLIC FIRE PROTECTION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL UTILITY BILLINGS | 1,565,500 | 161,802.41 | 776,487.56 | 0.00 | 789,012.44 | 49.60 |
| OUTSIDE DISTRICTS | | | | | | |
| 400-360-000-00 MT HOPE WATER (MASTER MET | 200,000 | 15,099.50 | 77,939.50 | 0.00 | 122,060.50 | 38.97 |
| 400-360-000-01 HODGESVILLE PSD (MASTER M | 200,000 | 22,590.50 | 128,972.50 | 0.00 | 71,027.50 | 64.49 |
| 400-360-000-02 ELKINS ROAD PSD (MASTER M | 200,000 | 19,802.00 | 87,721.00 | 0.00 | 112,279.00 | 43.86 |
| 400-360-000-03 ADRIAN PSD (MASTER METER) | 200,000 | 22,997.75 | 123,782.50 | 0.00 | 76,217.50 | 61.89 |
| TOTAL OUTSIDE DISTRICTS | 800,000 | 80,489.75 | 418,415.50 | 0.00 | 381,584.50 | 52.30 |
| 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 | 0.00 | 9,000.00 | 0.00 | 1,500.00 | 85.71 |
| 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 EQIP CSTS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL GRANTS | 52,600 | 0.00 | 51,064.33 | 0.00 | 1,535.67 | 97.08 |
| INTRAFUND CONTR/CHARGES | | | | | | |
| 400-370-000-01 LATE CHARGES | 20,000 | 2,213.37 | 11,640.84 | 0.00 | 8,359.16 | 58.20 |
| 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 | 375.00 | 1,425.00 | 0.00 | 575.00 | 71.25 |
| 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 | 2,588.37 | 13,065.84 | 0.00 | 8,934.16 | 59.39 |
| 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 | 1,672.55 | 38,674.60 | 0.00 | (5,674.60) | 117.20 |
| TOTAL OTHER REVENUE | 34,000 | 1,672.55 | 38,674.60 | 0.00 | (4,674.60) | 113.75 |
| TOTAL REVENUE | 2,474,100 | 246,553.08 | 1,297,707.83 | 0.00 | 1,176,392.17 | 52.45 |

400-WATER

% OF YEAR COMPLETED: 41.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| BAD DEBT | | | | | | |
| ===== | | | | | | |
| NON-OPERATING EXPENSES | | | | | | |
| 400-550-676-00 BAD DEBT EXPENSE(return c | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL NON-OPERATING EXPENSES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL BAD DEBT | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DEPRECIATION | | | | | | |
| ===== | | | | | | |
| CONTRIBUTIONS | | | | | | |
| 400-580-500-00 DEPRECIATION EXPENSE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRIBUTIONS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL DEPRECIATION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| RESERVIOR MANGMT DAM | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 400-601-103-00 RESERVIOR MANAGEMENT LABO | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-601-211-00 UTILITIES - ELEC,GAS,PHON | 25,000 | 1,981.57 | 9,603.31 | 0.00 | 15,396.69 | 38.41 |
| 400-601-226-00 PAYROLL OVERHEAD (FICA,RE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 25,000 | 1,981.57 | 9,603.31 | 0.00 | 15,396.69 | 38.41 |
| COMMODITIES | | | | | | |
| 400-601-342-00 MAINTENANCE RIVER INTAKE& | 4,400 | 0.00 | 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 | 0.00 | 2,069.76 | 0.00 | 11,330.24 | 15.45 |
| TOTAL RESERVIOR MANGMT DAM | 38,400 | 1,981.57 | 11,673.07 | 0.00 | 26,726.93 | 30.40 |

WATER PLANT

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| | | | | | | |
|---------------------------------------|---------|-----------|------------|------|------------|-------|
| SALARIES & BENEFITS | | | | | | |
| 400-642-103-00 WATER PUMPERS SALARIES | 401,000 | 29,264.96 | 153,170.13 | 0.00 | 247,829.87 | 38.20 |
| 400-642-104-00 FICA TAX | 30,700 | 2,242.29 | 11,736.99 | 0.00 | 18,963.01 | 38.23 |

400-WATER

% OF YEAR COMPLETED: 41.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| 400-642-105-00 HEALTH INSURANCE | 45,000 | 2,938.92 | 20,562.80 | 0.00 | 24,437.20 | 45.70 |
| 400-642-106-00 RETIREMENT | 36,100 | 2,633.85 | 13,785.34 | 0.00 | 22,314.66 | 38.19 |
| 400-642-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 512,800 | 37,080.02 | 199,255.26 | 0.00 | 313,544.74 | 38.86 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-642-211-00 UTILITIES - ELEC, GAS, PH | 127,000 | 11,557.23 | 57,457.03 | 0.00 | 69,542.97 | 45.24 |
| 400-642-221-00 TRAINING & CONTINUED EDUC | 2,500 | 0.00 | 1,244.61 | 0.00 | 1,255.39 | 49.78 |
| 400-642-226-00 UNEMPLOYMENT/COMPENSATION | 7,000 | 465.00 | 2,924.44 | 0.00 | 4,075.56 | 41.78 |
| TOTAL CONTRACTUAL SERVICES | 136,500 | 12,022.23 | 61,626.08 | 0.00 | 74,873.92 | 45.15 |
| COMMODITIES | | | | | | |
| 400-642-341-00 OFFICE EXPENSE | 3,300 | 0.00 | 1,100.73 | 0.00 | 2,199.27 | 33.36 |
| 400-642-342-00 MAINT TREATMENT PLANT BLD | 6,400 | 118.68 | 609.99 | 0.00 | 5,790.01 | 9.53 |
| 400-642-343-00 VEHICLE MAINTENANCE | 700 | 0.00 | 2,185.60 | 0.00 | 1,485.60 | 312.23 |
| 400-642-343-01 PLANT VEHICLE FUEL | 4,000 | 801.21 | 4,249.48 | 0.00 | 249.48 | 106.24 |
| 400-642-344-00 GENERAL EQUIPMENT MAINTEN | 24,000 | 22.50 | 6,440.36 | 252.03 | 17,307.61 | 27.88 |
| 400-642-345-00 UNIFORMS PERSONAL SAFETY | 6,000 | 613.45 | 3,162.99 | 0.00 | 2,837.01 | 52.72 |
| 400-642-346-00 MAINT TREATMENT PLANT EQU | 81,000 | 7,527.57 | 58,240.15 | 1,775.00 | 20,984.85 | 74.09 |
| 400-642-347-00 PLANT LAB MAINT & SUPPLIE | 15,000 | 115.73 | 2,959.63 | 0.00 | 12,040.37 | 19.73 |
| 400-642-348-00 CHEMICAL COSTS | 216,000 | 19,502.50 | 154,964.30 | 0.00 | 61,035.70 | 71.74 |
| 400-642-349-00 COMPLIANCE MONITORING | 23,000 | 973.00 | 4,399.30 | 230.00 | 18,370.70 | 20.13 |
| 400-642-350-00 TELEMETRY COSTS | 27,775 | 0.00 | 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 | 29,674.64 | 239,564.53 | 2,257.03 | 168,353.44 | 58.96 |
| 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 | 78,776.89 | 500,445.87 | 2,257.03 | 556,772.10 | 47.45 |

WATER LINES

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| | | | | | | |
|--|---------|-----------|------------|------|------------|-------|
| SALARIES & BENEFITS | | | | | | |
| 400-660-103-00 T & D LINE CREW SALARIES | 444,000 | 33,000.78 | 185,870.64 | 0.00 | 258,129.36 | 41.86 |
| 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 | 2,533.52 | 14,268.96 | 0.00 | 19,731.04 | 41.97 |
| 400-660-105-00 HEALTH INSURANCE | 95,000 | 6,782.28 | 52,322.06 | 0.00 | 42,677.94 | 55.08 |
| 400-660-106-00 RETIREMENT | 40,000 | 2,970.08 | 16,728.41 | 0.00 | 23,271.59 | 41.82 |
| 400-660-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 613,000 | 45,286.66 | 269,190.07 | 0.00 | 343,809.93 | 43.91 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-660-211-00 UTILITIES - ELEC,GAS,PHON | 31,000 | 2,422.43 | 11,407.21 | 0.00 | 19,592.79 | 36.80 |
| 400-660-221-00 TRAINING & CONTINUED EDUC | 2,500 | 0.00 | 358.00 | 0.00 | 2,142.00 | 14.32 |
| 400-660-226-00 UNEMPLOYMENT/COMPENSATION | 13,000 | 465.00 | 3,488.46 | 0.00 | 9,511.54 | 26.83 |
| TOTAL CONTRACTUAL SERVICES | 46,500 | 2,887.43 | 15,253.67 | 0.00 | 31,246.33 | 32.80 |

400-WATER

% OF YEAR COMPLETED: 41.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| <u>COMMODITIES</u> | | | | | | |
| 400-660-341-00 OFFICE EXPENSE | 10,325 | 303.00 | 1,144.43 | 0.00 | 9,180.57 | 11.08 |
| 400-660-342-00 MAINTENANCE GARAGE BLDG | 4,500 | 0.00 | 111.61 | 0.00 | 4,388.39 | 2.48 |
| 400-660-343-00 VEHICLE MAINTENANCE | 8,000 | 0.00 | 4,246.61 | 2,140.01 | 1,613.38 | 79.83 |
| 400-660-343-01 LINE VEHICLE FUEL | 15,000 | 207.93 | 2,401.05 | 0.00 | 12,598.95 | 16.01 |
| 400-660-344-00 GENERAL EQUIPMENT MAINTEN | 17,000 | 262.64 | 3,444.01 | 719.57 | 12,836.42 | 24.49 |
| 400-660-345-00 UNIFORMS-PERSONAL SAFETY | 6,000 | 613.50 | 2,447.09 | 0.00 | 3,552.91 | 40.78 |
| 400-660-347-00 BOOSTER PUMP BLDG EQUIP M | 40,000 | 8,454.00 | 10,823.65 | 0.00 | 29,176.35 | 27.06 |
| 400-660-348-00 DISTRIBUTION TANK MAINTEN | 20,000 | 0.00 | 24,819.00 | 0.00 | (4,819.00) | 124.10 |
| 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 | 6,733.67 | 41,967.28 | 0.00 | 108,032.72 | 27.98 |
| 400-660-353-00 MAPPING & LINE LOCATING E | 12,000 | 499.10 | 2,584.26 | 0.00 | 9,415.74 | 21.54 |
| 400-660-354-00 FIRE SERVICE MATERIALS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL COMMODITIES | 283,325 | 17,073.84 | 93,988.99 | 2,859.58 | 186,476.43 | 34.18 |
| <u>NON-OPERATING EXPENSES</u> | | | | | | |
| 400-660-999-00 TRAN DISTRIB MISCELLANEOU | 1,500 | 0.00 | 440.90 | 0.00 | 1,059.10 | 29.39 |
| TOTAL NON-OPERATING EXPENSES | 1,500 | 0.00 | 440.90 | 0.00 | 1,059.10 | 29.39 |
| TOTAL WATER LINES | 944,325 | 65,247.93 | 378,873.63 | 2,859.58 | 562,591.79 | 40.42 |

WATER METERS

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

400-WATER

% OF YEAR COMPLETED: 41.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| <u>NON-OPERATING EXPENSES</u> | | | | | | |
| 400-902-999-00 CUST SERVICE-METER READ - | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL NON-OPERATING EXPENSES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL WATER METERS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <u>OFFICE/ADMIN</u> | | | | | | |
| ===== | | | | | | |
| <u>SALARIES & BENEFITS</u> | | | | | | |
| 400-920-101-00 AD & GE SALARIES BOARD | 16,800 | 1,400.00 | 6,800.00 | 0.00 | 10,000.00 | 40.48 |
| 400-920-103-00 AD & GE OFFICE SALARIES | 170,000 | 12,861.18 | 69,610.36 | 0.00 | 100,389.64 | 40.95 |
| 400-920-104-00 FICA TAX | 13,005 | 1,091.93 | 5,851.50 | 0.00 | 7,153.50 | 44.99 |
| 400-920-105-00 HEALTH INSURANCE | 21,000 | 1,346.46 | 10,087.76 | 0.00 | 10,912.24 | 48.04 |
| 400-920-106-00 RETIREMENT | 15,300 | 1,135.57 | 6,139.08 | 0.00 | 9,160.92 | 40.12 |
| 400-920-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 236,105 | 17,835.14 | 98,488.70 | 0.00 | 137,616.30 | 41.71 |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 400-920-211-00 UTILITIES - ELEC,GAS,PHON | 2,000 | 58.89 | 640.09 | 0.00 | 1,359.91 | 32.00 |
| 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 | 794.25 | 0.00 | 1,805.75 | 30.55 |
| 400-920-232-00 BOND ANNUAL FEE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 5,100 | 120.22 | 1,434.34 | 0.00 | 3,665.66 | 28.12 |
| <u>COMMODITIES</u> | | | | | | |
| 400-920-341-00 MATERIALS & SUPPLIES EXPE | 40,000 | 3,321.46 | 30,848.15 | 3,848.50 | 5,303.35 | 86.74 |
| 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 | 3,314.25 | 0.00 | 2,985.75 | 52.61 |
| 400-920-350-00 PROFESSIONAL & LEGAL EXPE | 23,500 | 1,250.00 | 7,225.00 | 0.00 | 16,275.00 | 30.74 |
| 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 | 28,119.58 | 0.00 | 24,980.42 | 52.96 |
| 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 | 7,694.06 | 76,784.68 | 3,848.50 | 59,466.82 | 57.55 |
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 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 |
| <u>NON-OPERATING EXPENSES</u> | | | | | | |
| 400-920-670-00 DEPOSIT INTEREST EXPENSE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-920-999-00 ADM BOARD-BILLING MISC | 40,000 | 1,455.82 | 26,140.39 | 0.00 | 13,859.61 | 65.35 |
| TOTAL NON-OPERATING EXPENSES | 40,000 | 1,455.82 | 26,140.39 | 0.00 | 13,859.61 | 65.35 |
| TOTAL OFFICE/ADMIN | 431,305 | 27,105.24 | 202,848.11 | 3,848.50 | 224,608.39 | 47.92 |

400-WATER

% OF YEAR COMPLETED: 41.67

| 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 | 112,944.85 | 0.00 | 157,455.15 | 41.77 |
| 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 | 112,944.85 | 0.00 | 157,455.15 | 41.77 |
| TOTAL BOND PAYMENTS | 270,400 | 22,481.88 | 112,944.85 | 0.00 | 157,455.15 | 41.77 |
| 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 | 125.00 | 45,880.46 | 601.50 | 173,518.04 | 21.13 |
| 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 REPLACEMENT | 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 | 125.00 | 47,191.46 | 601.50 | 301,207.04 | 13.69 |
| 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: 41.67

| 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 | 0.00 | 18,992.02 | 0.00 | 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 | 23,200.00 | 0.00 | 26,800.00 | 46.40 |
| 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 | 1,756.06 | 7,699.18 | 0.00 | 13,136.82 | 36.95 |
| 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: 41.67

| 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 | 7,556.06 | 90,144.63 | 0.00 | 252,791.37 | 26.29 |
| TOTAL CAPITAL/PROJECTS | 691,936 | 7,681.06 | 137,336.09 | 601.50 | 553,998.41 | 19.94 |
| TOTAL EXPENDITURES | 3,435,841 | 203,274.57 | 1,344,121.62 | 9,566.61 | 2,082,152.77 | 39.40 |
| REVENUE OVER/(UNDER) EXPENDITURES | (961,741) | 43,278.51 | (46,413.79) | (9,566.61) | (905,760.60) | 5.82 |

NOVEMBER 2024 WATER PAYMENT OF BILLS

\$19,502.50 – PHOENIX SOLUTIONS – CHEMICALS

\$4,321.19 – BISSNUS INC – FEEDER HOPPER

\$3,704.70 – FERGUSON WATERWORKS – SERVICE LINE FITTINGS

\$2,522.00 – CORE & MAIN – METER ANTENNAS

\$8,454.00 – DXP ENTERPRISES – NEW TENNERTON BOOSTER STATION START UP

\$5,800.00 – A&A SAFETY – TRAFFIC CONTROL SIGNAL RENTAL

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DISBURSEMENTS 11-01-24 TO 11-30-24

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FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|----------------------|------------------------------|------------|----------------------|----------------------------|-----------|
| RESERVIOR MANGMT DAM | MON POWER | 601-211-00 | UTILITIES - ELEC,GAS | 110088922306 OHIO LIFT STA | 1,962.96 |
| | | 601-211-00 | UTILITIES - ELEC,GAS | 11013613804 EWMS 262 TALL | 18.61 |
| | | | | TOTAL: | 1,981.57 |
| WATER PLANT | MON POWER | 642-211-00 | UTILITIES - ELEC, GA | 110087859879 NEW WATER TRE | 10,891.17 |
| | HACH CHEMICAL CO | 642-346-00 | MAINT TREATMENT PLAN | PH PROBES | 895.20 |
| | RITE-WAY HEATING & PLUMBING | 642-346-00 | MAINT TREATMENT PLAN | FEEDER MATERIALS | 353.96 |
| | | 642-346-00 | MAINT TREATMENT PLAN | FEEDER MATERIALS | 21.21 |
| | | 642-346-00 | MAINT TREATMENT PLAN | FEEDER MATERIALS | 74.87 |
| | | 642-346-00 | MAINT TREATMENT PLAN | SLOAN VALVE | 159.29 |
| | ENCOVA INSURANCE | 642-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 10/2 - 11/3/24 | 465.00 |
| | WV PUBLIC EMPLOYEES INSURANC | 642-105-00 | HEALTH INSURANCE | WATER NOV 2024 HEALTH INS | 2,789.92 |
| | | 642-105-00 | HEALTH INSURANCE | WATER NOV 2024 RETIREE'S I | 136.00 |
| | MOUNTAINEER GAS COMPANY | 642-211-00 | UTILITIES - ELEC, GA | 356643-423105 WOOD ST | 20.21 |
| | | 642-211-00 | UTILITIES - ELEC, GA | 265523-309439 WOOD ST NEW | 88.71 |
| | LOWES BUSINESS ACCOUNTS/SYNC | 642-346-00 | MAINT TREATMENT PLAN | CHEMICAL FEEDER PARTS | 145.17 |
| | | 642-346-00 | MAINT TREATMENT PLAN | FORR PLANT TOOL BOX | 106.70 |
| | | 642-346-00 | MAINT TREATMENT PLAN | MAT FOR FEEDER INSTALL | 30.91 |
| | | 642-346-00 | MAINT TREATMENT PLAN | BALL VALVE CHEM FEED | 77.31 |
| | | 642-346-00 | MAINT TREATMENT PLAN | MATERIAL FOR FEEDERS | 31.08 |
| | | 642-342-00 | MAINT TREATMENT PLAN | DUST TO DAWN LIGHT | 118.68 |
| | WV DEPT OF HEALTH | 642-349-00 | COMPLIANCE MONITORIN | FLUORIDE TEST OCT 24 | 20.00 |
| | WV PUBLIC EMPLOYEES RETIREME | 642-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 615.33 |
| | | 642-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 689.26 |
| | | 642-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 597.15 |

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DISBURSEMENTS 11-01-24 TO 11-30-24

PAGE: 15

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|-------------|------------------------------|------------|----------------------|-------------------------------|-----------|
| | | 642-106-00 | RETIREMENT COSTS | WV RETIRE TIER2 CONTRIBUTI | 732.11 |
| | PHOENIX SOLUTIONS LLC | 642-348-00 | CHEMICAL COSTS | CHEMICALS | 5,668.00 |
| | | 642-348-00 | CHEMICAL COSTS | CHEMICALS | 13,834.50 |
| | WASTE COLLECTION BOARD | 642-344-00 | GENERAL EQUIPMENT MA | OLD PALLETS | 22.50 |
| | BISSNUS INC | 642-346-00 | MAINT TREATMENT PLAN | FEEDER HOPPER | 4,321.19 |
| | USA BLUE BOOK/ HD SUPPLY FAC | 642-347-00 | PLANT LAB MAINT & SU | LAB SUPPLIES | 115.73 |
| | INTERNAL REVENUE SERVICE | 642-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 836.59 |
| | | 642-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 980.68 |
| | | 642-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 195.66 |
| | | 642-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 229.36 |
| | | 642-349-00 | COMPLIANCE MONITORIN | SOC SAMPLES | 953.00 |
| | PACE ANALYTICAL SERVICES LLC | 642-105-00 | HEALTH INSURANCE | WATER OCT HSA FEE | 13.00 |
| | PAYFLEX - INSPIRA | 642-211-00 | UTILITIES - ELEC, GA | UTILITIES NOV 24 EQUIP RENTAL | 95.00 |
| | LYNX WV INC | 642-211-00 | UTILITIES - ELEC, GA | PCRD-OCT CELL PHN & GEOTAB | 362.56 |
| | AT&T MOBILITY | 642-211-00 | UTILITIES - ELEC, GA | 472-8628-030719-4 WAT FAX | 159.58 |
| | FRONTIER | 642-211-00 | UTILITIES - ELEC, GA | 472-8628-030719-4 WAT FAX | 1,192.75 |
| | SUMMIT TRANSPORT & ENVIRONME | 642-346-00 | MAINT TREATMENT PLAN | VAC SERVICES PIPE | 801.21 |
| | FLYERS ENERGY LLC | 642-343-01 | PLANT VEHICLE FUEL | WATER OCT 24 FUEL BILL | 122.69 |
| | CINTAS | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 10-28-24 | 122.69 |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 11-4-24 | 122.69 |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 11-11-24 | 122.69 |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 11-18-24 | 122.69 |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 11-22-24 | 122.69 |
| | | 642-346-00 | MAINT TREATMENT PLAN | SERVICE FIRST AID | 117.93 |
| | **PAYROLL EXPENSES | | | 11/01/2024 - 11/30/2024 | 29,264.96 |
| | | | | TOTAL: | 78,776.89 |
| WATER LINES | MON POWER | 660-211-00 | UTILITIES - ELEC,GAS | 110085818216 DEERCKBOOSTER | 107.01 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110085973250 RT 3 | 24.23 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110087883990 HIGH SCHOOL | 154.41 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110100156634 ST JOE TOWER | 17.77 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110159431912 GARDEN FRESH | 1,091.64 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110085340724 BRUSHY FORKP | 150.19 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110088895773 TANK #3 | 10.86 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110117519980 2425 BRUSHY F | 10.00 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110152507908 300 CLARKSBUR | 11.57 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110161992976 272 DEVELOPMN | 213.71 |
| | ENVIRONMENTAL SYSTEMS RESEAR | 660-353-00 | MAPPING & LINE LOCAT | ARC GIS DESKTOP MAINT | 447.95 |
| | LEAF | 660-341-00 | OFFICE EXPENSE | WATER DEPT COPIER LEASE | 133.00 |
| | ENCOVA INSURANCE | 660-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 10/2 - 11/3/24 | 465.00 |
| | WV PUBLIC EMPLOYEES INSURANC | 660-105-00 | HEALTH INSURANCE | WATER NOV 2024 HEALTH INS | 6,341.78 |
| | | 660-105-00 | HEALTH INSURANCE | WATER NOV 2024 RETIREE'S I | 408.00 |
| | MOUNTAINEER GAS COMPANY | 660-211-00 | UTILITIES - ELEC,GAS | 356643-423105 WOOD ST | 20.20 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 265523-309439 WOOD ST NEW | 88.71 |
| | MISS UTILITY OF WEST VIRGINI | 660-353-00 | MAPPING & LINE LOCAT | OCT 24 MESSAGE FEES | 51.15 |
| | LOWES BUSINESS ACCOUNTS/SYNC | 660-344-00 | GENERAL EQUIPMENT MA | TOOLS FOR TRUCK | 245.65 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | CONDUIT | 128.55 |
| | WV PUBLIC EMPLOYEES RETIREME | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,191.37 |
| | | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,195.51 |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 288.00 |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 295.20 |
| | FERGUSON WATERWORKS | 660-352-00 | NEW SERVICES, UPGRAD | SERVICE LINE FITTINGS | 3,704.70 |
| | CORE & MAIN LP | 660-352-00 | NEW SERVICES, UPGRAD | METER ANTENNAS | 361.70 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | METER ANTENNAS | 2,522.00 |
| | INTERNAL REVENUE SERVICE | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,022.84 |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|--------------|------------------------------|------------|----------------------|-----------------------------|-----------|
| | | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,030.47 |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 239.21 |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 241.00 |
| | AMAZON.COM | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-SAFETY BOOT RUSS | 16.99 |
| | PAYFLEX - INSPIRA | 660-105-00 | HEALTH INSURANCE | WATER OCT HSA FEE | 32.50 |
| | ROTARY CLUB OF BUCKHANNON-UP | 660-341-00 | OFFICE EXPENSE | FALL 24 BLD SCR N JERRY WAM | 75.00 |
| | | 660-341-00 | OFFICE EXPENSE | FALL 24 BLD SCR N KELLY ARN | 95.00 |
| | AT&T MOBILITY | 660-211-00 | UTILITIES - ELEC,GAS | PCRD-OCT CELL PHN & GEOTAB | 362.56 |
| | FRONTIER | 660-211-00 | UTILITIES - ELEC,GAS | 472-8628-030719-4 WAT FAX | 159.57 |
| | FLYERS ENERGY LLC | 660-343-01 | LINE VEHICLE FUEL | WATER OCT 24 FUEL BILL | 207.93 |
| | CINTAS | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 10-28-24 | 122.70 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 11-4-24 | 122.70 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 11-11-24 | 122.70 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 11-18-24 | 122.70 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 11-22-24 | 122.70 |
| | NAYLORS ACE HARDWARE | 660-352-00 | NEW SERVICES, UPGRAD | PCRD-SHIPING FOR WATER ME | 16.72 |
| | DXP ENTERPRISES INC | 660-347-00 | BOOSTER PUMP BLDG EQ | NEW TENNERTON BOOSTER | 8,454.00 |
| | **PAYROLL EXPENSES | | | 11/01/2024 - 11/30/2024 | 33,000.78 |
| | | | | TOTAL: | 65,247.93 |
| OFFICE/ADMIN | RALSTON PRESS INC | 920-341-00 | MATERIALS & SUPPLIES | #10 WINDOW ENVELOPES | 125.26 |
| | ENCOVA INSURANCE | 920-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 10/2 - 11/3/24 | 61.33 |
| | WV PUBLIC EMPLOYEES INSURANC | 920-105-00 | HEALTH INSURANCE | WATER NOV 2024 HEALTH INS | 1,305.96 |
| | | 920-105-00 | HEALTH INSURANCE | WATER NOV 2024 RETIREE'S I | 34.00 |
| | LOWES BUSINESS ACCOUNTS/SYNC | 920-341-00 | MATERIALS & SUPPLIES | SPOT REMOVER | 2.28 |
| | WV PUBLIC EMPLOYEES RETIREME | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 463.39 |
| | | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 462.19 |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 92.05 |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 117.94 |
| | PAYROLL ACCOUNT (ALL DEPTS) | 920-341-00 | MATERIALS & SUPPLIES | OCT 2024 AA FEES | 208.61 |
| | THOMAS J O'NEILL | 920-350-00 | PROFESSIONAL & LEGAL | DEC 2024 ATTORNEY FEES | 1,250.00 |
| | COLLECTION ACCOUNT | 920-341-00 | MATERIALS & SUPPLIES | OCT 24 CREDIT CARD FEES | 2,585.69 |
| | KAREN SCHRADER | 920-341-00 | MATERIALS & SUPPLIES | CHRISTMAS BOWS FOR CITY HA | 16.25 |
| | INDEED.COM | 920-999-00 | ADM BOARD-BILLING MI | PCRD-CLERICAL JOB HELP WAN | 92.52 |
| | GENERAL FUND | 920-341-00 | MATERIALS & SUPPLIES | OCT 24 LETTER OF CREDIT FE | 72.50 |
| | | 920-341-00 | MATERIALS & SUPPLIES | SEPT 24 LETTER OF CREDIT F | 72.50 |
| | WVU MEDICINE | 920-999-00 | ADM BOARD-BILLING MI | LAB TEST KIMBERLY KOWALKOS | 67.00 |
| | WVNET | 920-999-00 | ADM BOARD-BILLING MI | DOMAIN NAME RENEWAL | 4.85 |
| | | 920-341-00 | MATERIALS & SUPPLIES | WEB HOSTING QTR 1 FY25 | 26.25 |
| | MY BUCKHANNON | 920-999-00 | ADM BOARD-BILLING MI | CLERICAL POSITION @ CH | 93.50 |
| | DELUX BUSINESS FORMS | 920-999-00 | ADM BOARD-BILLING MI | PCRD-COLLECTION ACCT CKS | 199.13 |
| | INTERNAL REVENUE SERVICE | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 383.01 |
| | | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 501.94 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 89.59 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 117.39 |
| | AMAZON.COM | 920-341-00 | MATERIALS & SUPPLIES | PCRD-ADDING MACHINE TAPE | 10.64 |
| | | 920-341-00 | MATERIALS & SUPPLIES | PCRD-ADDRESS MAILING LABEL | 31.70 |
| | | 920-341-00 | MATERIALS & SUPPLIES | PCRD-INK PAD WHITEOUT SPIC | 11.17 |
| | | 920-341-00 | MATERIALS & SUPPLIES | PCRD-ENVELOPES CC CLNR CAR | 20.99 |
| | PAYFLEX - INSPIRA | 920-105-00 | HEALTH INSURANCE | WATER OCT HSA FEE | 6.50 |
| | AT&T MOBILITY | 920-211-00 | UTILITIES - ELEC,GAS | PCRD-OCT CELL PHN & GEOTAB | 58.89 |
| | UPSHUR COUNTY CLERK | 920-999-00 | ADM BOARD-BILLING MI | ESTATE MCGHEE | 5.00 |
| | | 920-999-00 | ADM BOARD-BILLING MI | LIEN MELISSA CASTO | 12.00 |
| | FP MAILING SOLUTIONS | 920-999-00 | ADM BOARD-BILLING MI | PCRD-POSTAGE | 129.37 |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|------------------|------------------------------|------------|----------------------|----------------------------|-----------|
| | US POSTAL SERVICE (CMRS-FP) | 920-999-00 | ADM BOARD-BILLING MI | NOV 2024 POSTAGE | 250.00 |
| | FP FINANCE PROGRAM | 920-999-00 | ADM BOARD-BILLING MI | NOV 24 MAILER & INSERTER P | 94.30 |
| | OPTIMUM B2B, DEPT. 1264 | 920-999-00 | ADM BOARD-BILLING MI | NOV 24 CITY HALL INTERNET | 429.25 |
| | ROSSMAN & CO/PCB CORP | 920-341-00 | MATERIALS & SUPPLIES | OCTOBER 2024 FEES | 51.99 |
| | GARRETT K SUMMERS | 920-341-00 | MATERIALS & SUPPLIES | INSTALL BITDEFENDER CITY H | 37.50 |
| | | 920-341-00 | MATERIALS & SUPPLIES | BIT DEFENDER ENDPOINT SECU | 48.13 |
| | HEWLETT PACKARD FINANCIAL SE | 920-999-00 | ADM BOARD-BILLING MI | PLOTTER RENTAL NOV 2024 | 78.90 |
| | TRAVELERS INSURANCE | 920-352-00 | PROPERTY INSURANCE | INS PREM AUTO LIAB DEC 24 | 3,122.60 |
| | **PAYROLL EXPENSES | | | 11/01/2024 - 11/30/2024 | 14,261.18 |
| | | | | TOTAL: | 27,105.24 |
| BOND | MUNICIPAL BOND COMM OF WV | 970-221-00 | WATER BOND A 2016 | WATER BOND NOV 24 | 22,481.88 |
| | | | | TOTAL: | 22,481.88 |
| CAPITAL/PROJECTS | ENTERPRISE FM TRUST | 999-682-04 | SUPERVISOR TRUCK | 23W5D4 2021 NISSAN LEASE P | 322.35 |
| | | 999-682-04 | SUPERVISOR TRUCK | 23W5D8 2021 NISSAN LEASE P | 384.07 |
| | | 999-682-04 | SUPERVISOR TRUCK | 23W5DC 2021 NISSAN LEASE P | 322.18 |
| | | 999-682-04 | SUPERVISOR TRUCK | 23W5DG 2021 NISSAN LEASE P | 322.18 |
| | | 999-682-04 | SUPERVISOR TRUCK | 25H3G4 2021 RAM 1500 | 405.28 |
| | MCCARTY'S SEPTIC SERVICE | 999-140-00 | ISLAND AVE 6" TO REP | PORTABLE TOILET RENT | 125.00 |
| | A&A SAFETY | 999-682-00 | MOBILE TRAFFIC CONTR | TRAFFIC SIGNAL | 5,800.00 |
| | | | | TOTAL: | 7,681.06 |

Rizo/Thomas motioned to accept the financial reports as presented. The motion carried.

9. Department Report – Kelly Arnold provided the following reports:

Monthly Water Department Report – See the report. Mr. Arnold discussed why the water loss rose to 14% this month.

**CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for November 2024**

- Water leaks-3
- Weekly safety meetings.
- Locates.
- Renewed service – 0
- New Services-0
- Residential meters changed-9
- Residential meters tested-9
- Meter change out.
- Island Ave. completed.
- Have 1 more new feeder to install.

- Cleared brush on right of ways.
- Valve boxes on Main St.
- 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.
- 71.3 million gallons of water treated for month of November 2.38 million a day.
- Cost per million gallons treated for November \$279.71
- 11,080 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.

Monthly Chemical Cost Summary Report—See the report. Mr. Arnold noted that the cost was down due to a better water supply.

Month: Nov-21

| | | | <u>Monthly Total</u> | <u>Y-T-D</u> | | |
|---------------------------------------|-------|------|--------------------------|-----------------|-----------------|--|
| Million Gallons Treated: | | | 71.3 | 358.9 | | |
| Total Chemical Treatment Cost: | | | 19944.02 | 157983.8 | | |
| Cost per Million Gallons: | | | 279.7197 | 440.1889 | | |
| | | | | | | |
| Chemical | Cost | Unit | Amount Used (lbs) | Monthly Cost | Y-T-D Cost | |
| Carbon | 2.76 | lb | 800 | 2208 | 41262 | |
| Chlorine | 1.39 | lb | 1767 | 2456.13 | 15786.23 | |
| Fluoride | 2.2 | lb | 440 | 968 | 3751 | |
| KMnO4 | 3.65 | lb | 451 | 1646.15 | 16654.95 | |
| NaMnO4 | 1.4 | lb | | 0 | 0 | |
| Lime | 0.23 | lb | 1450 | 333.5 | 1633 | |
| Premier Pac | 0.455 | lb | 14317 | 6514.235 | 42617.12 | |
| Soda Ash | 0.470 | lb | 8950 | 4206.5 | 27636 | |
| Sodium Hex | 2.93 | lb | 550 | 1611.5 | 8643.5 | |
| Smart-Phos | 14.16 | GAL | 0 | 0 | 0 | |
| | | | | <u>19944.02</u> | <u>157983.8</u> | |

Monthly Unaccounted Water Loss Report – See the report.

| Unaccounted For Water through June 30, 2025 | | | | | | |
|--|----------------------|------------------|---------------------|--------------------|--------------------|----------------|
| | | 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 | 69,231,067 | 1,572,032 | 150,000 | 23,848,600 | 37,118,800 | 9.45% |
| Oct-24 | 73,367,603 | 1,541,758 | 1,078,000 | 22,514,900 | 29,204,300 | 25.94% |
| Nov-24 | 71,298,617 | 1,647,368 | 2,137,562 | 24,907,900 | 32,195,900 | 14.60% |
| 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: | 358,950,669 | 7,886,284 | 16,323,562 | 114,338,300 | 167,366,200 | 14.78% |

Update Tennerton Booster Station Project – Mr. Arnold reported that the Tennerton Booster Station is running. Jay Hollen noted that the punch list and Contract B are complete. We are waiting for the final invoice(s).

Update ARPA Funds – Jay Hollen updated the Board on Contracts A and B (see above). We should be complete soon.

Update Island Avenue Main Line Project – Mr. Arnold provided an overview of the cost of the Island Avenue Main Line Project, which was done in-house with the Water Department crews.

10. Old Business Discussions:

Water Treatment Plant Project

- **Bond Reimbursement Resolution 2024-13 (Council approved 12/05/24)**
- **Open Bank Account at JP Morgan Chase**

Recorder Sanders reviewed the Old Business items with the Board. There were no questions from the Board.

RESOLUTION 2024-13

RESOLUTION OF THE CITY OF BUCKHANNON, WEST VIRGINIA DECLARING ITS OFFICIAL INTENT TO BE REIMBURSED FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE CITY FOR EXPENDITURES IN CONNECTION WITH THE DESIGN, ACQUISITION, CONSTRUCTION AND EQUIPPING OF A NEW WATER TREATMENT PLANT AND APPURTENANT FACILITIES MADE PRIOR TO THE ISSUANCE OF TAX-EXEMPT BONDS OR OTHER OBLIGATIONS

WHEREAS, Treasury Regulations Section 1.150-2 (the “**Reimbursement Regulation**”) sets forth the rules for determining when proceeds of bonds or other obligations are deemed spent for purposes of applying Sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended (the “**Code**”), including the arbitrage yield restrictions and rebate requirements under Code Section 148, if the proceeds are used to reimburse expenditures made prior to the date of issue of the bonds or other obligations;

WHEREAS, the Reimbursement Regulation requires that a declaration of official intent to reimburse the expenditures (“**Declaration of Official Intent**”) be made not later than sixty (60) days after payment of the “original expenditure,” as such term is defined in the Reimbursement Regulation (the “**Original Expenditures**”), and that an allocation in writing evidencing use of proceeds of a reimbursement bond to reimburse an Original Expenditure be made within eighteen (18) months after the later of the date the Original Expenditure is paid or the date the project is placed in service or abandoned, but in no event later than three (3) years after the Original Expenditure is paid;

WHEREAS, the City of Buckhannon, West Virginia (the “**City**”) wishes to take such action as is necessary or permitted to comply with the Reimbursement Regulation;

WHEREAS, the City, working in tandem with The Water Board of the City of Buckhannon (the “**Board**”), intends to undertake the design, acquisition, construction and equipping of a new Water Treatment Plant which will include but not be limited to the acquisition of real property, new raw water

intake, raw water pumping station, chemical storage and feed facilities, rapid mixers, flocculation and sedimentation basins, filters, clearwells, high service pumping station, onsite hypochlorite generation and disinfection, wastewater settling and recycling facilities, laboratory and operation/administration spaces and related treatment processes/facilities, demolition of existing plant structures, replacement, upgrade and/or addition of various transmission and distribution pipelines, water booster stations, water storage tanks and other facilities throughout the service area of the utility, together with all appurtenant facilities (the “**Project**”), and the financing of all or a portion of the costs thereof through the issuance by the City pursuant to Chapter 8, Article 19 of the West Virginia Code of 1931, as amended (the “**Act**”) of not more than \$50,000,000 in aggregate principal amount of Water Revenue Bonds, in one or more series (the “**Bonds**”); and

WHEREAS, the City and the Board expect to make Original Expenditures relating to the design, acquisition, construction and equipping of the Project prior to the issuance of the Bonds;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BUCKHANNON, WEST VIRGINIA, AS FOLLOWS:

1. This is a Declaration of Official Intent within the meaning of Treasury Regulations Section 1.150-2.

2. The City intends and reasonably expects that Original Expenditures made by the City or the Board in connection with the Project will be reimbursed with proceeds of the Bonds to be issued by the City pursuant to the Act, in order to finance costs of the Project, to pay capitalized interest on the Bonds, if necessary, to fund a reserve fund for the Bonds, if necessary and if funded from Bond proceeds, and to pay costs of issuance of the Bonds and related costs. The Bonds are anticipated to be issued, in one or more series, in the maximum aggregate principal amount of not more than \$50,000,000.

3. The source of payment for Original Expenditures relating to the Project to be reimbursed from proceeds of the Bonds will be cash dispersed from the Board’s City of Buckhannon-Water Board—Water Plant Project account held at JPMorgan Chase Bank.

4. The Mayor of the City is hereby authorized, empowered and directed to take any additional action necessary to comply with the requirements of the Reimbursement Regulation so that Bond proceeds used to reimburse expenditures which are the subject of this Declaration of Official Intent will be deemed spent, including making an allocation in writing evidencing the use of proceeds of the Bonds to reimburse an Original Expenditure within eighteen (18) months after the later of the date the Original Expenditure is paid or the date the Project is placed in service or abandoned, but in no event later than three (3) years after the Original Expenditure is paid.

5. The appropriate officials of the City, including without limitation the Mayor and the Recorder of the City are hereby authorized and directed to execute and deliver for and on behalf of the City any or all additional certificates and other documents and to perform all other acts they may deem necessary or appropriate in order to implement and carry out the matters authorized in this resolution.

6. This Resolution shall become effective upon the date of its adoption.

[Remainder of Page Intentionally Blank]

Adopted this 5th day of December, 2024.

CITY OF BUCKHANNON,
WEST VIRGINIA


Mayor

CERTIFICATION

The undersigned, being the duly qualified, elected and acting Recorder of the City of Buckhannon, West Virginia, does hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Buckhannon at a regular meeting duly held, pursuant to proper notice thereof, on December 5, 2024, a quorum being present and acting throughout, and which Resolution has not been modified, amended or revoked and is a true, correct and complete copy thereof as of this 5th of December, 2024.

By: 
Recorder

UC Airport Authority Generator Installation—R.O.W. for Booster Station & Access Road—Jay Hollen provided an update noting that the UC Airport Authority will donate the property for this project.

New Business Discussions: Action was taken on all New Business items earlier in the meeting.

Board Members' Remarks and Announcements

Erasmio Rizo: Mr. Rizo wished everyone a Merry Christmas and thanked everyone for a great meeting and the employees for their work.

Dave Thomas: Mr. Thomas reminded the Board that he participated in forming the UCDA in 1990. He discussed the need for the Upshur County Commission to monitor the PSDs and encourage them to keep their distribution lines healthy. He encourages us to work closer with the Upshur County Commission. He wished everyone a Merry Christmas.

Scott Randall: Mr. Randall echoed much of what Mr. Thomas stated. He also spoke of his concerns about water loss and looks forward to working on this along with other department issues.

Don Nestor: Mr. Nestor wished everyone a Merry Christmas and appreciates all the city crews do year-round. He echoed the concerns about the water loss issues and would like to see us work with the Upshur County Commission to better inform them about the PSD water losses. He also discussed the several expansions of other entities, which will hopefully help expand the residential base. He suggested working with the UCDA and the Upshur County Commission to see what their plans were for continued growth and how that will affect our water distribution efforts.

Mayor Skinner: Mayor Skinner wished everyone a Merry Christmas and a happy holiday season and thanked everyone for their hard work.

No other comments were offered.

At 8:54 a.m., Thomas made a motion to adjourn.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
