

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

A regular meeting of the Buckhannon Water Board was held on Thursday, April 10, 2025, 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 |
| Scott Randall | Board Member | Present |
| David Thomas | Board Member | Present |
| Don Nestor | Board Member | Present - GTM |
| Erasmo Rizo | Board Member | Present |
| Kelly Arnold | Water Superintendent, | Present |
| Tommy Rolenson | Water Superintendent, | Present |
| Jay Hollen | City Engineer | Present |
| Ethan Crosten | Director of Public Works | Present |
| Amberle Jenkins | Assistant Recorder/Director of Finance | Present |
| Barbara Hinkle | City Hall Office Manager | Present |
| Jerry Myers | COB Water Plant | Present |
| Jerry Wamsley | COB Water Plant | Absent |
| Tom O’Neill | City Attorney | Absent |

Guests: Shane Whitehair, Region VII; Dave Sharp, Tim Ball, GTM, Potesta & Associates; My Buckhannon, GTM

*City of Buckhannon Water Board Meeting Agenda
7:30 AM Thursday, April 10, 2025
Council Chambers / 70 East Main Street*

1. Call to Order
2. Moment of Silent Reflection
3. Pledge of Allegiance
4. Approval of Previous Meeting Minutes 03/13/2025
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
 - a. Potesta & Associates
 - b. Steve Holmes, Realtor/Appraiser
7. Financial Report – Director of Finance Amberle Jenkins
 - a. March 2025
 - b. Water Board Budget Revision
8. Department Report – Water Department Superintendent Kelly Arnold and Tommy Rolenson
 - a. Monthly Water Department Report
 - b. Monthly Chemical Cost Summary Report
 - c. Monthly Unaccounted Water Loss Report
 - d. Update ARPA Funds
9. Old Business Discussions:
 - a. Deer Creek Ridge Resident Foundation Damage Onsite Assessment- outside legal counsel
 - b. Update Dam Repair
 - c. Carter Roag Coal Company Letter of Concern
 - d. BUAA Permanent ROW for Generator & Booster Station- Memorandum of Understanding
 - e. Water Treatment Plant Project
10. New Business Discussions:
 - a. Approve Wage Increase, Tom Davis, Receiving Class IV Certification
 - b. Hydrant Color Coding
 - c. Water Line Acquisition within High Point Construction’s Development along Brushy Fork Road
11. Report of Events, Correspondence, and Information
 - a. Mt. Hope Water Association Meeting Minutes- February 2025
 - b. Adrian P.S.D. Meeting Minutes-February 2025
 - c. Hydrant Flushing to begin April 14, 2025
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, April 7, 2025. *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 7:31 a.m., Mayor Robbie Skinner called the April 10, 2025, meeting of the Water Board to order.

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

3. Pledge of Allegiance – Mayor Skinner led those in attendance in the Pledge of Allegiance.

4. Approval of Previous Meeting Minutes: 03/13/25 – Mayor Skinner recognized that the meeting minutes of 03/13/25 were available for consideration and asked for corrections or approval as presented.

Randall/Nestor motioned to approve the meeting minutes of 03/13/25 as presented. The motion carried.

5. Public Comment—Motion to Open & Close Requested – As no persons were present to present comments, no action by the Chair was necessary.

6. Recognition of Guests—Mayor Skinner recognized the representatives of Potesta & Associates, Dave Sharp, Tim Ball, and Shane Whitehair of Region VII.

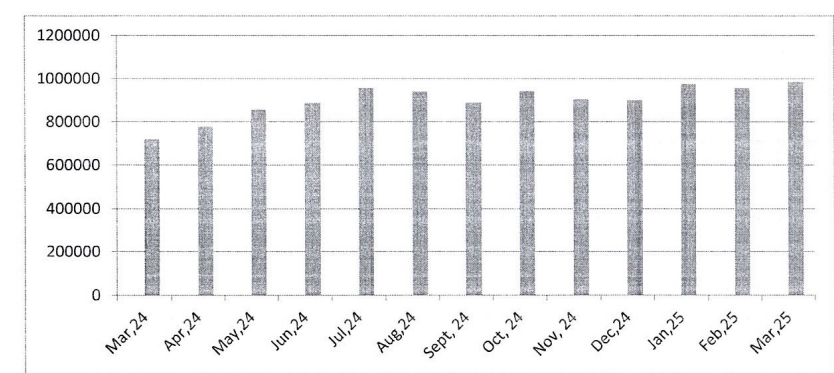
At this time, Don Nestor addressed the Board to inform them of Steve Holmes's passing the previous evening. As reflected by the agenda, Mr. Holmes was scheduled to appear at today’s meeting. All expressed their condolences to Mr. Holmes' family and noted it had been an honor to know and to work with him.

Mr. Ball noted that he and Mr. Sharp were in attendance to answer any questions the Board may have during the meeting.

7. Financial Report—Director of Finance Amberle Jenkins. March 2025

a. March 2025 - Amberle Jenkins also paid tribute to Steve Holmes, noting that working with him had been a pleasure. She then reviewed the financial reports for March 2025.

| WATER BOARD CITY OF BUCKHANNON BALANCE SHEET | |
|---|-----------------|
| Balance March 31, 2025 | |
| Money market & checking | \$ 1,089,975.63 |
| The two Working Capital CD's to WV Board of Treasury Investment | |
| | \$370,143.87 |
| 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.

400-WATER
% OF YEAR COMPLETED: 75.00

| REVENUES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| <u>UTILITY BILLINGS</u> | | | | | | |
| 400-350-000-00 RESIDENTIAL SALES | 950,000 | 82,385.11 | 818,972.31 | 0.00 | 131,027.69 | 86.21 |
| 400-350-000-01 COMMERCIAL/INDUSTRIAL SAL | 600,000 | 54,981.46 | 538,720.37 | 0.00 | 61,279.63 | 89.79 |
| 400-350-000-03 PRIVATE FIRE PROTECTION | 15,500 | 1,457.50 | 12,887.50 | 0.00 | 2,612.50 | 83.15 |
| 400-350-000-04 PUBLIC FIRE PROTECTION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL UTILITY BILLINGS | 1,565,500 | 138,824.07 | 1,370,580.18 | 0.00 | 194,919.82 | 87.55 |
| <u>OUTSIDE DISTRICTS</u> | | | | | | |
| 400-360-000-00 MT HOPE WATER (MASTER MET | 200,000 | 12,466.75 | 140,227.25 | 0.00 | 59,772.75 | 70.11 |
| 400-360-000-01 HODGESVILLE PSD (MASTER M | 223,000 | 25,781.25 | 234,096.25 | 0.00 (| 11,096.25) | 104.98 |
| 400-360-000-02 ELKINS ROAD PSD (MASTER M | 200,000 | 16,981.50 | 162,703.25 | 0.00 | 37,296.75 | 81.35 |
| 400-360-000-03 ADRIAN PSD (MASTER METER) | 200,000 | 26,705.00 | 233,712.00 | 0.00 (| 33,712.00) | 116.86 |
| TOTAL OUTSIDE DISTRICTS | 823,000 | 81,934.50 | 770,738.75 | 0.00 | 52,261.25 | 93.65 |
| <u>GRANTS</u> | | | | | | |
| 400-366-000-01 STATE GRANTS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-366-000-02 GRANT -BOAT & AIRCOND | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-368-000-00 TAP FEES | 10,500 | 750.00 | 10,500.00 | 0.00 | 0.00 | 100.00 |
| 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 | 51,874.21 | 0.00 (| 9,774.21) | 123.22 |
| 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 | 750.00 | 62,374.21 | 0.00 (| 9,774.21) | 118.58 |
| <u>INTRAFUND CONTR/CHARGES</u> | | | | | | |
| 400-370-000-01 LATE CHARGES | 20,000 | 2,405.07 | 21,695.41 | 0.00 (| 1,695.41) | 108.48 |
| 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 | 400.00 | 3,475.00 | 0.00 (| 1,475.00) | 173.75 |
| 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 | 2,805.07 | 25,170.41 | 0.00 (| 3,170.41) | 114.41 |
| <u>OTHER REVENUE</u> | | | | | | |
| 400-379-000-00 GAIN ON SALE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-380-000-00 INTEREST INCOME | 1,000 | 0.00 | 19,871.70 | 0.00 (| 18,871.70) | 1,987.17 |
| 400-399-000-00 MISC. NONOPERATING INCOME | 33,000 | 2,300.00 | 48,509.05 | 0.00 (| 15,509.05) | 147.00 |
| TOTAL OTHER REVENUE | 34,000 | 2,300.00 | 68,380.75 | 0.00 (| 34,380.75) | 201.12 |
| TOTAL REVENUE | 2,497,100 | 226,613.64 | 2,297,244.30 | 0.00 | 199,855.70 | 92.00 |

400-WATER
% OF YEAR COMPLETED: 75.00

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| <u>BAD DEBT</u> ===== | | | | | | |
| <u>NON-OPERATING EXPENSES</u> | | | | | | |
| 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 |
| <u>DEPRECIATION</u> ===== | | | | | | |
| <u>CONTRIBUTIONS</u> | | | | | | |
| 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 |
| <u>RESERVIOR MANGMT DAM</u> ===== | | | | | | |
| <u>SALARIES & BENEFITS</u> | | | | | | |
| 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 |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 400-601-211-00 UTILITIES - ELEC,GAS,PHON | 25,000 | 1,872.30 | 17,754.05 | 0.00 | 7,245.95 | 71.02 |
| 400-601-226-00 PAYROLL OVERHEAD (FICA,RE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 25,000 | 1,872.30 | 17,754.05 | 0.00 | 7,245.95 | 71.02 |
| <u>COMMODITIES</u> | | | | | | |
| 400-601-342-00 MAINTENANCE RIVER INTAKE& | 4,400 | 617.50 | 2,507.94 | 0.00 | 1,892.06 | 57.00 |
| 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 | 3,438.21 | 0.00 | 561.79 | 85.96 |
| 400-601-399-00 WATERSHED, DAM MISC | 5,000 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| TOTAL COMMODITIES | 13,400 | 617.50 | 5,946.15 | 0.00 | 7,453.85 | 44.37 |
| TOTAL RESERVIOR MANGMT DAM | 38,400 | 2,489.80 | 23,700.20 | 0.00 | 14,699.80 | 61.72 |
| <u>WATER PLANT</u> ===== | | | | | | |
| <u>SALARIES & BENEFITS</u> | | | | | | |
| 400-642-103-00 WATER PUMPERS SALARIES | 401,000 | 27,513.00 | 282,177.78 | 0.00 | 118,822.22 | 70.37 |
| 400-642-104-00 FICA TAX | 30,700 | 2,108.03 | 21,622.10 | 0.00 | 9,077.90 | 70.43 |

400-WATER

% OF YEAR COMPLETED: 75.00

| 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 | 32,899.68 | 0.00 | 12,100.32 | 73.11 |
| 400-642-106-00 RETIREMENT | 36,100 | 2,476.17 | 25,396.04 | 0.00 | 10,703.96 | 70.35 |
| 400-642-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 512,800 | 35,326.72 | 362,095.60 | 0.00 | 150,704.40 | 70.61 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-642-211-00 UTILITIES - ELEC, GAS, PH | 127,000 | 13,664.50 | 113,526.69 | 0.00 | 13,473.31 | 89.39 |
| 400-642-221-00 TRAINING & CONTINUED EDUC | 2,500 | 75.00 | 1,319.61 | 0.00 | 1,180.39 | 52.78 |
| 400-642-226-00 UNEMPLOYMENT/COMPENSATION | 7,000 | 465.00 | 4,784.44 | 0.00 | 2,215.56 | 68.35 |
| TOTAL CONTRACTUAL SERVICES | 136,500 | 14,204.50 | 119,630.74 | 0.00 | 16,869.26 | 87.64 |
| COMMODITIES | | | | | | |
| 400-642-341-00 OFFICE EXPENSE | 3,300 | 50.50 | 1,422.01 | 0.00 | 1,877.99 | 43.09 |
| 400-642-342-00 MAINT TREATMENT PLANT BLD | 6,400 | 0.00 | 1,230.87 | 0.00 | 5,169.13 | 19.23 |
| 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 | 146.90 | 5,479.06 | 0.00 (| 1,479.06) | 136.98 |
| 400-642-344-00 GENERAL EQUIPMENT MAINTEN | 24,000 | 489.49 | 15,766.90 | 0.00 | 8,233.10 | 65.70 |
| 400-642-345-00 UNIFORMS PERSONAL SAFETY | 6,000 | 370.65 | 4,481.76 | 0.00 | 1,518.24 | 74.70 |
| 400-642-346-00 MAINT TREATMENT PLANT EQU | 81,000 | 1,853.44 | 68,520.94 | 57.50 | 12,421.56 | 84.66 |
| 400-642-347-00 PLANT LAB MAINT & SUPPLIE | 15,000 | 544.39 | 7,950.63 | 0.00 | 7,049.37 | 53.00 |
| 400-642-348-00 CHEMICAL COSTS | 216,000 | 17,262.00 | 214,458.78 | 4,055.50 (| 2,514.28) | 101.16 |
| 400-642-349-00 COMPLIANCE MONITORING | 23,000 | 1,125.39 | 7,639.49 | 0.00 | 15,360.51 | 33.22 |
| 400-642-350-00 TELEMETRY COSTS | 27,775 | 0.00 | 8,676.40 | 0.00 | 19,098.60 | 31.24 |
| 400-642-399-00 PLANT MISCELLANEOUS | 3,000 | 144.77 | 1,034.02 | 0.00 | 1,965.98 | 34.47 |
| TOTAL COMMODITIES | 410,175 | 21,987.53 | 338,846.46 | 4,113.00 | 67,215.54 | 83.61 |
| 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 71,518.75 820,572.80 4,113.00 234,789.20 77.84

WATER LINES
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| | | | | | | |
|--|---------|-----------|------------|------|------------|-------|
| SALARIES & BENEFITS | | | | | | |
| 400-660-103-00 T & D LINE CREW SALARIES | 444,000 | 37,035.61 | 345,321.96 | 0.00 | 98,678.04 | 77.78 |
| 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 | 2,842.42 | 26,507.80 | 0.00 | 7,492.20 | 77.96 |
| 400-660-105-00 HEALTH INSURANCE | 95,000 | 7,203.86 | 80,294.34 | 0.00 | 14,705.66 | 84.52 |
| 400-660-106-00 RETIREMENT | 40,000 | 3,333.23 | 31,079.09 | 0.00 | 8,920.91 | 77.70 |
| 400-660-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 613,000 | 50,415.12 | 483,203.19 | 0.00 | 129,796.81 | 78.83 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-660-211-00 UTILITIES - ELEC,GAS,PHON | 31,000 | 3,749.90 | 28,015.05 | 0.00 | 2,984.95 | 90.37 |
| 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 | 5,348.46 | 0.00 | 7,651.54 | 41.14 |
| TOTAL CONTRACTUAL SERVICES | 46,500 | 4,214.90 | 33,721.51 | 0.00 | 12,778.49 | 72.52 |

400-WATER

% OF YEAR COMPLETED: 75.00

| 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 | 536.76 | 2,298.52 | 0.00 | 8,026.48 | 22.26 |
| 400-660-342-00 MAINTENANCE GARAGE BLDG | 4,500 | 37.94 | 1,373.10 | 0.00 | 3,126.90 | 30.51 |
| 400-660-343-00 VEHICLE MAINTENANCE | 8,000 | 662.49 | 8,055.45 | 0.00 (| 55.45) | 100.69 |
| 400-660-343-01 LINE VEHICLE FUEL | 15,000 | 1,742.17 | 6,010.84 | 0.00 | 8,989.16 | 40.07 |
| 400-660-344-00 GENERAL EQUIPMENT MAINTEN | 17,000 | 493.17 | 7,928.16 | 0.00 | 9,071.84 | 46.64 |
| 400-660-345-00 UNIFORMS-PERSONAL SAFETY | 6,000 | 617.75 | 5,246.82 | 0.00 | 753.18 | 87.45 |
| 400-660-347-00 BOOSTER PUMP BLDG EQUIP M | 63,000 | 5,553.54 | 16,579.69 | 0.00 | 46,420.31 | 26.32 |
| 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 | 6,048.80 | 73,441.09 | 222.40 | 76,336.51 | 49.11 |
| 400-660-353-00 MAPPING & LINE LOCATING E | 12,000 | 65.10 | 3,582.89 | 0.00 | 8,417.11 | 29.86 |
| 400-660-354-00 FIRE SERVICE MATERIALS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL COMMODITIES | 306,325 | 15,757.72 | 149,335.56 | 222.40 | 156,767.04 | 48.82 |
| NON-OPERATING EXPENSES | | | | | | |
| 400-660-999-00 TRAN DISTRIB MISCELLANEOU | 1,500 | 0.00 | 505.90 | 0.00 | 994.10 | 33.73 |
| TOTAL NON-OPERATING EXPENSES | 1,500 | 0.00 | 505.90 | 0.00 | 994.10 | 33.73 |

TOTAL WATER LINES 967,325 70,387.74 666,766.16 222.40 300,336.44 68.95

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: 75.00

| 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 |
| TOTAL WATER METERS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| OFFICE/ADMIN | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 400-920-101-00 AD & GE SALARIES BOARD | 16,800 | 1,400.00 | 12,200.00 | 0.00 | 4,600.00 | 72.62 |
| 400-920-103-00 AD & GE OFFICE SALARIES | 170,000 | 15,884.73 | 130,983.75 | 0.00 | 39,016.25 | 77.05 |
| 400-920-104-00 FICA TAX | 13,005 | 1,322.80 | 10,963.95 | 0.00 | 2,041.05 | 84.31 |
| 400-920-105-00 HEALTH INSURANCE | 21,000 | 1,511.44 | 15,871.56 | 0.00 | 5,128.44 | 75.58 |
| 400-920-106-00 RETIREMENT | 15,300 | 1,398.19 | 11,569.62 | 0.00 | 3,730.38 | 75.62 |
| 400-920-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 236,105 | 21,517.16 | 181,588.88 | 0.00 | 54,516.12 | 76.91 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-920-211-00 UTILITIES - ELEC,GAS,PHON | 2,000 | 203.33 | 1,443.50 | 0.00 | 556.50 | 72.18 |
| 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 | 1,100.64 | 0.00 | 1,499.36 | 42.33 |
| 400-920-232-00 BOND ANNUAL FEE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 5,100 | 264.66 | 2,544.14 | 0.00 | 2,555.86 | 49.89 |
| COMMODITIES | | | | | | |
| 400-920-341-00 MATERIALS & SUPPLIES EXPE | 40,000 | 3,190.99 | 45,958.58 | 3,848.50 | 9,807.08 | 124.52 |
| 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 | 10,000.00 | 0.00 | 950.00 | 91.32 |
| 400-920-349-00 AUDITING EXPENSE | 6,300 | 2,094.50 | 8,756.25 | 0.00 | 2,456.25 | 138.99 |
| 400-920-350-00 PROFESSIONAL & LEGAL EXPE | 23,500 | 1,354.17 | 14,504.17 | 0.00 | 8,995.83 | 61.72 |
| 400-920-351-00 ENGINEERING EXPENSE | 0 | 0.00 | 38,585.00 | 0.00 | 38,585.00 | 0.00 |
| 400-920-352-00 PROPERTY INSURANCE | 53,100 | 4,375.05 | 39,994.58 | 0.00 | 13,105.42 | 75.32 |
| 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 | 11,014.71 | 165,076.28 | 3,848.50 | 28,824.78 | 120.57 |
| CAPITAL OUTLAY | | | | | | |
| 400-920-459-00 CAPITAL OUTLAY OFFICE | 10,000 | 0.00 | 2,709.45 | 0.00 | 7,290.55 | 27.09 |
| TOTAL CAPITAL OUTLAY | 10,000 | 0.00 | 2,709.45 | 0.00 | 7,290.55 | 27.09 |
| 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 | 1,487.27 | 37,326.14 | 0.00 | 2,673.86 | 93.32 |
| TOTAL NON-OPERATING EXPENSES | 40,000 | 1,487.27 | 37,326.14 | 0.00 | 2,673.86 | 93.32 |
| TOTAL OFFICE/ADMIN | 431,305 | 34,283.80 | 389,244.89 | 3,848.50 | 38,211.61 | 91.14 |

400-WATER

% OF YEAR COMPLETED: 75.00

| 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 | 202,872.37 | 0.00 | 67,527.63 | 75.03 |
| 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 | 202,872.37 | 0.00 | 67,527.63 | 75.03 |
| TOTAL BOND PAYMENTS | 270,400 | 22,481.88 | 202,872.37 | 0.00 | 67,527.63 | 75.03 |
| 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 | 0.00 | 46,569.46 | 0.00 | 173,430.54 | 21.17 |
| 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 | 0.00 | 47,880.46 | 0.00 | 301,119.54 | 13.72 |
| 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: 75.00

| 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 LAWMOWER | 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 | 40,600.00 | 0.00 | 9,400.00 | 81.20 |
| 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 | 1,706.55 | 15,146.99 | 0.00 | 5,689.01 | 72.70 |
| 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 | 955.00 | 955.00 | 0.00 | 24,045.00 | 3.82 |
| 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 | 15,241.73 | 0.00 | (15,241.73) | 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: 75.00

| 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 | 8,461.55 | 131,189.17 | 0.00 | 211,746.83 | 38.25 |
| TOTAL CAPITAL/PROJECTS | 691,936 | 8,461.55 | 179,069.63 | 0.00 | 512,866.37 | 25.88 |
| TOTAL EXPENDITURES | 3,458,841 | 209,623.52 | 2,282,226.05 | 8,183.90 | 1,168,431.05 | 66.22 |
| REVENUE OVER/(UNDER) EXPENDITURES | (961,741) | 16,990.12 | 15,018.25 | (8,183.90) | (968,575.35) | 0.71- |

MARCH 2025 WATER PAYMENT OF BILLS

- \$4,927.76 – SAL CHEMICAL – CHEMICALS
- \$12,334.24 – PHOENIX SOLUTIONS – CHEMICALS
- \$1,757.94 – FERGUSON WATERWORKS – 4” & 6” VALVES
- \$3,290.89 – MARS COMPANY – FIELD TESTER CALIBRATION
- \$5,525.00 -CUMMINS SALES & SERVICE – TRANSFER SWITCH SERVICE & START UP AIRPORT BOOSTER STATION
- \$5,800.00- A&A SAFETY – JAN 2025 TRAFFIC CONTROL LIGHT RENTAL

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 | 1,833.52 |
| | | 601-211-00 | UTILITIES - ELEC,GAS | 110136713804 EWMS 262 TALL | 38.78 |
| | MISSION COMMUNICATIONS, LLC | 601-342-00 | MAINTENANCE RIVER IN | MISSION PARTS | 617.50 |
| | | | TOTAL: | | 2,489.80 |
| WATER PLANT | MON POWER | 642-211-00 | UTILITIES - ELEC, GA | 110087859879 NEW WATER TRE | 11,699.99 |
| | RALSTON PRESS INC | 642-399-00 | PLANT MISCELLANEOUS | BUS CARD T. ROLENSON | 50.41 |
| | A F WENDLING INC | 642-347-00 | PLANT LAB MAINT & SU | TOWELS AND GLOVES | 215.80 |
| | RITE-WAY HEATING & PLUMBING | 642-346-00 | MAINT TREATMENT PLAN | PLUMBING SUPPLIES | 9.11 |
| | ENCOVA INSURANCE | 642-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 2/3/25 TO 3/2/2 | 465.00 |
| | WV PUBLIC EMPLOYEES INSURANC | 642-105-00 | HEALTH INSURANCE | WATER MARCH 2025 HEALTH IN | 2,789.92 |
| | | 642-105-00 | HEALTH INSURANCE | WATER MARCH 2025 RETIREES | 136.00 |
| | MOUNTAINEER GAS COMPANY | 642-211-00 | UTILITIES - ELEC, GA | 356643-423105 WOOD ST | 438.59 |
| | | 642-211-00 | UTILITIES - ELEC, GA | 265523-309439 WOOD ST NEW | 569.31 |
| | GRAINGER | 642-346-00 | MAINT TREATMENT PLAN | VALVES | 1,044.83 |
| | WV EMERGENCY RESPONSE COMM | 642-349-00 | COMPLIANCE MONITORIN | PCRD-WVDEM TIER II REPORT | 76.69 |
| | TATE COMMUNICATIONS | 642-346-00 | MAINT TREATMENT PLAN | SERVICE CALL | 225.00 |
| | LOWES BUSINESS ACCOUNTS/SYNC | 642-346-00 | MAINT TREATMENT PLAN | PLUMBING SUPPLIES | 169.51 |
| | | 642-346-00 | MAINT TREATMENT PLAN | PLUMBING SUPPLIES | 61.23 |
| | | 642-344-00 | GENERAL EQUIPMENT MA | TOOLS, MAINT SUPPLIES | 144.48 |
| | | 642-346-00 | MAINT TREATMENT PLAN | SUPPLIES | 91.44 |
| | | 642-346-00 | MAINT TREATMENT PLAN | AIR COMPRESSOR | 217.38 |
| | WV DEPT OF HEALTH | 642-349-00 | COMPLIANCE MONITORIN | WATER TEST FLUORIDE | 20.00 |
| | | 642-349-00 | COMPLIANCE MONITORIN | FLUORIDE TEST | 20.00 |
| | SAL CHEMICAL INC | 642-348-00 | CHEMICAL COSTS | FLOURIDE | 4,927.76 |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|-------------|------------------------------|------------|----------------------|----------------------------|-----------|
| | WV PUBLIC EMPLOYEES RETIREME | 642-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 628.22 |
| | | 642-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 626.40 |
| | | 642-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 604.80 |
| | INDEED.COM | 642-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 616.75 |
| | | 642-399-00 | PLANT MISCELLANEOUS | PCRD-WATER SUPERINTENDANT | 94.36 |
| | | 642-348-00 | CHEMICAL COSTS | PRE PAC, POT,ASH, LIME | 6,903.24 |
| | PHOENIX SOLUTIONS LLC | 642-348-00 | CHEMICAL COSTS | CHEMICALS | 5,431.00 |
| | | 642-221-00 | TRAINING & CONTINUED | PCRD-MANAGE OF SUCCESS COU | 75.00 |
| | | 642-347-00 | PLANT LAB MAINT & SU | LAB SUPPLIES | 328.59 |
| | WALMART STORES INC -BUCKHANN | 642-341-00 | OFFICE EXPENSE | PLANT OFFICE SUPPLIES | 50.50 |
| | | 642-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 850.75 |
| | | 642-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 857.72 |
| | INTERNAL REVENUE SERVICE | 642-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 198.96 |
| | | 642-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 200.60 |
| | | 642-349-00 | COMPLIANCE MONITORIN | BACT SAMPLES | 230.00 |
| | CLARKSBURG WATER BOARD | 642-344-00 | GENERAL EQUIPMENT MA | PCRD-STREAM LIGHTS | 345.01 |
| | AMAZON.COM | 642-349-00 | COMPLIANCE MONITORIN | SAMPLES | 778.70 |
| | PACE ANALYTICAL SERVICES LLC | 642-105-00 | HEALTH INSURANCE | 4TH OF 4 INSTM 7/1/24 - 7/ | 290.60 |
| | USI INSURANCE SERVICES LLC | 642-105-00 | HEALTH INSURANCE | WATER FEB 2025 HSA FEES | 13.00 |
| | PAYFLEX - INSPIRA | 642-211-00 | UTILITIES - ELEC, GA | WATER EQUIP RENTAL MARCH 2 | 35.00 |
| | LYNX WV INC | 642-211-00 | UTILITIES - ELEC, GA | PCRD-JAN 2025 CELL PHN & G | 341.44 |
| | AT&T MOBILITY | 642-211-00 | UTILITIES - ELEC, GA | PCRD-FEB 2025 CELL PHN & G | 330.75 |
| | FRONTIER | 642-211-00 | UTILITIES - ELEC, GA | 472-2530-101615-4 WATER | 93.80 |
| | | 642-211-00 | UTILITIES - ELEC, GA | 30401156600826024 WAT TELE | 66.71 |
| | | 642-211-00 | UTILITIES - ELEC, GA | 472-8628-030719-4 WAT FAX | 88.91 |
| | FLYERS ENERGY LLC | 642-343-01 | PLANT VEHICLE FUEL | WATER FEB 25 FUEL BILL | 146.90 |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS | 123.55 |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 3-10-25 | 123.55 |
| | CINTAS | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 3-17-25 | 123.55 |
| | | 642-346-00 | MAINT TREATMENT PLAN | FIRST AID INSPECTION | 34.94 |
| | | | | 3/01/2025 - 3/31/2025 | 27,513.00 |
| | **PAYROLL EXPENSES | | | TOTAL: | 71,518.75 |
| WATER LINES | MON POWER | 660-211-00 | UTILITIES - ELEC,GAS | 110085340724 BRUSHY FORKP | 229.97 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110088895773 TANK #3 | 13.00 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110117519980 2425 BRUSHY F | 10.20 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110152507908 300 CLARKSBUR | 13.52 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110161992976 272 DEVELOPMN | 543.23 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110085818216 DEERCKBOOSTER | 134.60 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110085973250 RT 3 | 11.43 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110085813894 DEERCKTANK | 40.08 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110100156634 ST JOE TOWER | 17.57 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110114638833 VICTORIA HILL | 13.22 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110117519956 2412 RTE 20 S | 11.58 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110159431912 GARDEN FRESH | 1,220.54 |
| | LEAF | 660-341-00 | OFFICE EXPENSE | WATER COPIER LEASE | 133.00 |
| | | 660-341-00 | OFFICE EXPENSE | WATER COPIER LEASE | 133.00 |
| | ENCOVA INSURANCE | 660-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 2/3/25 TO 3/2/2 | 465.00 |
| | WV PUBLIC EMPLOYEES INSURANC | 660-105-00 | HEALTH INSURANCE | WATER MARCH 2025 HEALTH IN | 6,341.78 |
| | | 660-105-00 | HEALTH INSURANCE | WATER MARCH 2025 RETIREES | 408.00 |
| | MOUNTAINEER GAS COMPANY | 660-211-00 | UTILITIES - ELEC,GAS | 265523-309439 WOOD ST NEW | 569.30 |
| | AUTO ZONE | 660-343-00 | VEHICLE MAINTENANCE | PARTS FOR RANGER | 29.54 |
| | | 660-343-00 | VEHICLE MAINTENANCE | W-2 | 151.70 |
| | | 660-344-00 | GENERAL EQUIPMENT MA | PARTS | 3.79 |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|--------------|------------------------------|--------------------|----------------------|-----------------------------|-----------|
| | | 660-344-00 | GENERAL EQUIPMENT MA | PARTS | 38.99 |
| | | 660-341-00 | OFFICE EXPENSE | COPIER OVERAGES | 44.08 |
| | | 660-341-00 | OFFICE EXPENSE | PRINTER | 38.93 |
| | | 660-353-00 | MAPPING & LINE LOCAT | MESSAGE FEES FOR FEB 25 | 65.10 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | TAPCON | 28.48 |
| | | 660-347-00 | BOOSTER PUMP BLDG EQ | DRAIN PIPE | 28.54 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | TOOLS | 136.70 |
| | | 660-342-00 | MAINTENANCE GARAGE B | FAUCET | 37.94 |
| | | 660-344-00 | GENERAL EQUIPMENT MA | BATTERY CHARGER | 150.04 |
| | | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,334.28 |
| | | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,317.83 |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 355.41 |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 325.71 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | VALVES | 1,757.94 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | REPAIR CLAMP | 263.69 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | REPAIR CLAMP | 137.06 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | PIPE FITTINGS | 434.04 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | FEILD TESTR CAL | 3,290.89 |
| | | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,167.73 |
| | | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,135.93 |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 273.09 |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 265.67 |
| | | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-RIVET TOOL TABLET MOU | 300.35 |
| | | 660-341-00 | OFFICE EXPENSE | PCRD-USB CABLES FLOPPY DIS | 99.82 |
| | | 660-343-00 | VEHICLE MAINTENANCE | FLEET MGMT | 481.25 |
| | | 660-105-00 | HEALTH INSURANCE | 4TH OF 4 INSTM 7/1/24 - 7/ | 348.72 |
| | | 660-105-00 | HEALTH INSURANCE | 4TH OF 4 INSTM 7/1/24 - 7/ | 72.86 |
| | | 660-105-00 | HEALTH INSURANCE | WATER FEB 2025 HSA FEES | 32.50 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | PCRD-JAN 2025 CELL PHN & G | 341.46 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | PCRD-FEB 2025 CELL PHN & G | 330.76 |
| | | 660-341-00 | OFFICE EXPENSE | PCRD-PHONE CASE & CHARGER | 87.93 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 472-2530-101615-4 WATER | 93.81 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 30401156600826024 WAT TELE | 66.71 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 472-8628-030719-4 WAT FAX | 88.92 |
| | | 660-347-00 | BOOSTER PUMP BLDG EQ | TRANSFER SWITCH | 5,525.00 |
| | | 660-343-01 | LINE VEHICLE FUEL | WATER FEB 25 FUEL BILL | 1,742.17 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS | 123.55 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 3-10-25 | 123.55 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 3-17-25 | 123.55 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS | 247.10 |
| | | **PAYROLL EXPENSES | | 3/01/2025 - 3/31/2025 | 37,035.61 |
| | | | | TOTAL: | 70,387.74 |
| OFFICE/ADMIN | LEAF | 920-341-00 | MATERIALS & SUPPLIES | MAR 24 COPIER LEASE PYMT | 162.34 |
| | ENCOVA INSURANCE | 920-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 2/3/25 TO 3/2/2 | 61.33 |
| | WV PUBLIC EMPLOYEES INSURANC | 920-105-00 | HEALTH INSURANCE | WATER MARCH 2025 HEALTH IN | 1,305.96 |
| | | 920-105-00 | HEALTH INSURANCE | WATER MARCH 2025 RETIREES | 68.00 |
| | HART OFFICE SOLUTIONS INC | 920-999-00 | ADM BOARD-BILLING MI | CH COPIER OVERPAGE 2/12-3/1 | 11.00 |
| | WESTFIELD INSURANCE | 920-352-00 | PROPERTY INSURANCE | 10-1-24 TO 10-1-25 QTRLY P | 4,375.05 |
| | WV PUBLIC EMPLOYEES RETIREME | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 549.95 |
| | | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 504.62 |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 183.09 |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 160.53 |
| | PAYROLL ACCOUNT (ALL DEPTS) | 920-341-00 | MATERIALS & SUPPLIES | FEB 25 AA FEES | 192.83 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|------------------|------------------------------|--------------------|----------------------|-----------------------------|-----------|
| | THOMAS J O'NEILL | 920-350-00 | PROFESSIONAL & LEGAL | APR 25 ATTORNEY FEES | 1,354.17 |
| | | 920-341-00 | MATERIALS & SUPPLIES | FEB 2025 CC FEES | 2,478.90 |
| | | 920-341-00 | MATERIALS & SUPPLIES | DEC 24 LOC FEES | 72.50 |
| | | 920-341-00 | MATERIALS & SUPPLIES | FEB 25 LOC FEES | 72.50 |
| | | 920-341-00 | MATERIALS & SUPPLIES | JAN 25 LOC FEES | 72.50 |
| | DAVID L HOWELL CPA | 920-349-00 | AUDITING EXPENSE | 2024 AUDIT BILL #4 | 2,094.50 |
| | | 920-341-00 | MATERIALS & SUPPLIES | WEB HOSTING 3RD QTR 2021 | 26.25 |
| | | 920-999-00 | ADM BOARD-BILLING MI | CLEANING SUPPLIES | 42.08 |
| | | 920-341-00 | MATERIALS & SUPPLIES | OFFICE CLEANING SUPPLIES | 29.12 |
| | | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 613.64 |
| | | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 458.42 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 143.53 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 107.21 |
| | | 920-341-00 | MATERIALS & SUPPLIES | PCRD-4PK REFRIGERATOR WATE | 7.25 |
| | | 920-999-00 | ADM BOARD-BILLING MI | PCRD-PENS CLASP ENVELOPES | 56.15 |
| | | 920-999-00 | ADM BOARD-BILLING MI | PCRD-FILE FOLDERS | 11.38 |
| | | 920-105-00 | HEALTH INSURANCE | 4TH OF 4 INSTM 7/1/24 - 7/ | 130.98 |
| | | 920-105-00 | HEALTH INSURANCE | WATER FEB 2025 HSA FEES | 6.50 |
| | | 920-999-00 | ADM BOARD-BILLING MI | MAR 2025 IT SERVICE | 450.00 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | PCRD-JAN 2025 CELL PHN & G | 40.11 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | PCRD-FEB 2025 CELL PHN & G | 40.11 |
| | | 920-999-00 | ADM BOARD-BILLING MI | PCRD-POSTAGE | 258.75 |
| | | 920-999-00 | ADM BOARD-BILLING MI | MARCH 25 POSTAGE | 250.00 |
| | | 920-999-00 | ADM BOARD-BILLING MI | MAR 25 MAILER & INSERT PYM | 94.30 |
| | | 920-999-00 | ADM BOARD-BILLING MI | MARCH 25 CITY HALL INTERNE | 214.63 |
| | | 920-341-00 | MATERIALS & SUPPLIES | JAN 25 DEBT COLLECTION | 16.97 |
| | | 920-341-00 | MATERIALS & SUPPLIES | FEB 25 DEBT COLLECTION | 11.70 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | 472-1651-101515-4 CITY HAL | 98.94 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | 304-003-2273-060600-4 | 24.17 |
| | | 920-341-00 | MATERIALS & SUPPLIES | BIT DEF ENDP T SEC MARCH 20 | 48.13 |
| | | 920-999-00 | ADM BOARD-BILLING MI | PLOTTER RENTAL MARCH 25 | 78.91 |
| | | 920-999-00 | ADM BOARD-BILLING MI | PCRD-MOBIPDF PDF READER | 20.07 |
| | | **PAYROLL EXPENSES | | 3/01/2025 - 3/31/2025 | 17,284.73 |
| | | | | TOTAL: | 34,283.80 |
| | | | | | |
| | | | | | |
| | | | | | |
| BOND | MUNICIPAL BOND COMM OF WV | 970-221-00 | WATER BOND A 2016 | WATER BOND A PYMT MAR 25 | 22,481.88 |
| | | | | TOTAL: | 22,481.88 |
| CAPITAL/PROJECTS | TRI-STATE ROOFING & SHEET ME | 999-682-07 | ROOFING SEAM REPAIR | ROOF REPAIR | 955.00 |
| | | 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 | 292.45 |
| | | 999-682-04 | SUPERVISOR TRUCK | 23W5DG 2021 NISSAN LEASE P | 322.18 |
| | A&A SAFETY | 999-682-04 | SUPERVISOR TRUCK | 25H3G4 2021 RAM 1500 | 405.28 |
| | | 999-682-00 | MOBILE TRAFFIC CONTR | TRAFFIC LIGHT RENT JAN 25 | 5,800.00 |
| | | | | TOTAL: | 8,461.55 |
| | | | | | |
| | | | | | |

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

b. Water Board Budget Revision – Mrs. Jenkins presented a Water Board Budget Revision to the Board, noting a significant increase in chemical costs. She also pointed out an anticipated Water Plant Grant through Region VII for engineering costs tied to the new plant. After pointing out all other revisions, she asked the Board to consider approving the revision as presented. Mr. Nestor

asked for a revision that currently reads, balance on hand will change from 961,741 to 972,341, as it should be, balance on hand will change from 972,341 to 961,741. Mrs. Jenkins agreed and will make the change. Other questions were asked, but no other edits were made to the budget revision. A discussion on the PSDs took place.

| | | | | | |
|------------------|--|-----------------|----------|----------|--|
| Water Budget Rev | | | | | |
| 4/10/2025 | | original budget | revision | Proposed | |
| 400-366-000-03 | Water Plant Project Grant | 0 | 75000 | 75000 | 50/50 GRANT applied through Region VII |
| 400-360-000-01 | Hodgesville PSD | 223000 | 11000 | 234000 | |
| 400-360-000-03 | Adria PSD | 200000 | 33000 | 233000 | |
| 400-368-100-00 | Projects Not 5.5 Rule | 42100 | 9000 | 51100 | |
| 400-370-000-01 | Late Charges | 20000 | 1600 | 21600 | |
| 400-370-000-03 | Customer Fees(return cks, on service fees) | 2000 | 1400 | 3400 | |
| 400-380-000-00 | Interest Income | 1000 | 18000 | 19000 | |
| 400-399-000-00 | Misc. Non Operating Income | 33000 | 15000 | 48000 | |
| | | | 164000 | | |
| Expenses | | | | | |
| 400-601-399-00 | Watershed Dam Misc | 5000 | | 5000 | If Shaft works- no change if not \$120T needed |
| 400-642-211-00 | Utilities(plant)- Elec,Gas,Phone | 127000 | 2500 | 129500 | |
| 400-642-343-00 | Vehicle(plant) Maintenance | 700 | 1500 | 2200 | Checking fuel bills |
| 400-642-343-01 | Plant Vehicle Fuel | 4000 | 2300 | 6300 | |
| 400-642-348-00 | Chemical Costs | 216000 | 70000 | 286000 | 25% increase and going up |
| 400-660-211-00 | Utilities(lines)- Elec,Gas,Phone | 31000 | 8100 | 39100 | |
| 400-660-341-00 | lines Office Expense | 10325 | -5000 | 5325 | reduced for printer expenses |
| 400-660-343-00 | Vehicle(lines) Maintenance | 8000 | 2000 | 10000 | |
| 400-660-343-01 | Line Vehicle Fuel | 15000 | -2500 | 12500 | |
| 400-660-345-00 | Uniforms (lines) | 6000 | 1000 | 7000 | |
| 400-660-348-00 | Distribution tank maint | 20000 | 4900 | 24900 | |
| 400-660-352-00 | New services Upgrade materials | 150000 | -20000 | 130000 | can be reduced per KA TR |
| 400-660-353-00 | mapping & line locating | 12000 | -4000 | 8000 | can be reduced per KA TR |
| 400-920-341-00 | Office Mat & supp | 40000 | 10000 | 50000 | hand held upgrade of \$11292 was paid from this acct |
| 400-920-349-00 | Auditing Exp | 6300 | 2500 | 8800 | |
| 400-920-353-00 | PSC Assessments | 6000 | 1300 | 7300 | |
| 400-920-459-00 | Capital Outlay Office | 10000 | -4000 | 6000 | |
| 400-920-999-00 | Adm Billing Misc | 40000 | 4000 | 44000 | |
| 400-643-350-00 | Water New Plant Professional Services | | 150000 | 150000 | Grant applied through Region VII |
| 400-999-682-12 | Deer Creek Line | 50000 | -50000 | 0 | won't happen this year |
| | | | 174600 | | |
| | | | 10600 | | balance on hand will change |
| | | | | | |

Randall/Rizo motioned to accept the Water Board Budget Revision with the edit to the balance on hand. The motion carried.

8. Department Report – Tommy Rolenson provided the following reports:

a. Monthly Water Department Report –

CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for March 2025

- Water leaks-2
- Weekly safety meetings.
- Locates.
- Renewed service –
- New Services-0
- Residential meters changed-4
- Residential meters tested-0
- Meter change out.
- Maintenance equipment.
- 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.
- Cleaning out valve boxes
- Maintenance booster stations.
- GPS valves, services, leaks for past year.
- 64.5 million gallons of water treated for month of March 2.08 million a day.
- Cost per million gallons treated for March \$184.53
- 9,660 gallons of water hauled from plant.
- Off & On Reports / Customer complaints answered. - 244
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.

- Tom Davis passed Class 4 test
- Installed 4” valve to Knollwood Development
- Installed 225’ of 6” line in Tennerton for Tim Bragg.
- Contractor Repair roof leak at water plant.
- Finished installation of security cameras.

b. Monthly Chemical Cost Summary Report

| | | | | | | | |
|--------------------------------|-----------|------|--|------------|--|----------|----------|
| Month: | Mar-25 | | | | | | |
| | | | | Monthly | | | |
| | | | | Total | | Y-T-D | |
| Million Gallons Treated: | | | | 64.5 | | 644.4 | |
| Total Chemical Treatment Cost: | | | | 11902.07 | | 206928.1 | |
| | | | | | | | |
| Cost per Million Gallons: | | | | 184.5281 | | 321.1174 | |
| | | | | | | | |
| | | | | Amount | | Monthly | Y-T-D |
| Chemical | Cost | Unit | | Used (lbs) | | Cost | Cost |
| Carbon | 2.76 lb | | | 0 | | 0 | 41262 |
| Chlorine | 1.39 lb | | | 1245 | | 1730.55 | 22324.83 |
| Fluoride | 2.2 lb | | | 385 | | 847 | 6292 |
| KMnO4 | 3.65 lb | | | 299.5 | | 1093.175 | 20074.25 |
| NaMnO4 | 1.4 lb | | | | | 0 | 0 |
| Lime | 0.23 lb | | | 900 | | 207 | 2737 |
| Premier Pac | 0.455 lb | | | 7948 | | 3616.34 | 61646.73 |
| Soda Ash | 0.470 lb | | | 5950 | | 2796.5 | 38252.25 |
| Sodium Hex | 2.93 lb | | | 550 | | 1611.5 | 14339 |
| Smart-Phos | 14.16 GAL | | | 0 | | 0 | 0 |
| | | | | | | 11902.07 | 206928.1 |

c. Monthly Unaccounted Water Loss 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 | 77,523,374 | 1,501,233 | 10,517,510 | 21,381,300 | 32,967,200 | 14.39% |
| Jan-25 | 80,305,753 | 1,524,952 | 11,572,314 | 20,223,200 | 33,369,000 | 16.96% |
| Feb-25 | 63,174,035 | 1,077,171 | 395,562 | 24,286,100 | 41,819,300 | -6.97% |
| Mar-25 | 64,545,848 | 1,223,476 | 456,500 | 19,738,500 | 32,773,800 | 16.04% |
| Apr-25 | | | | | | #DIV/0! |
| May-25 | | | | | | #DIV/0! |
| Jun-25 | | | | | | #DIV/0! |
| Totals: | 644,499,679 | 13,213,116 | 39,265,448 | 199,967,400 | 308,295,500 | 13.00% |

d. Update ARPA Fund – Nothing new to report

Mayor Skinner thanked the Water Department for their assistance during the recent flooding in the Camden Avenue area.

9. Old Business Discussions:

a. **Deer Creek Ridge Resident Foundation Damage Onsite Assessment**—This will be discussed in the Executive Session, with possible action later in the meeting.

b. **Dam Repair Options**—Jay Hollen provided some good news. A couple of weeks ago, they removed a stem that is being replaced with a newly fabricated one. It should be ready to install, and the hope is that it will correct the issue for \$5,000 to \$8,000 instead of the approximate \$120,000 option.

c. **Carter Roag Coal Company Letter of Concern**—Mr. Hollen reviewed a draft letter he had prepared and sent to City Attorney Tom O'Neill for review with the Board. He invited questions and suggestions from the Board Members and will follow Mr. O'Neill's recommendations for changes. He asked if the Board felt it should come from the city or the Water Department. He reminded the Board that the letter was due by May 9, 2025, and that Carter Roag Coal Company would have 30 to 60 days to respond. Mr. Nestor felt it was a good letter, and Mayor Skinner suggested that Mr. Hollen follow Tom O'Neill's lead on who the letter should be sent from. Further discussion took place, including an estimated timeframe for when the Carter Roag location could become active again. There is no information available regarding this. No action from the Board was necessary.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

April 10, 2024

Ms. Pamela J. Corley – Permit Review
West Virginia Department of Environmental Review
Division of Mining and Reclamation
47 School Street
Philippi, WV 26416-1600

Re: Carter Roag Coal Company
Permit No.: S200519
Permit Renewal #1
City of Buckhannon Water Department
Letter of Concern No. 1

Dear Ms. Corley,

Per the March 19, 2025 Legal Advertisement in *The Inter-Mountain* newspaper, the City of Buckhannon Water Department (or City of Buckhannon?) (Department or City?) is submitting this Letter of Concern regarding all future mining activities at the Carter Roag Coal Company's (CRCC) existing and/or proposed mine(s) located approximately 3.7 miles southeast of Helvetia, West Virginia.


Per the Legal Advertisement, the existing and/or proposed mine(s) is/may be discharging into unnamed tributaries, Dry Run, Lick Run and Bear Run of/and Beech Run all of/and the Left Fork of the Buckhannon River of the Buckhannon River of the Tygart Valley River of the Monongalia River.

The Department's main concern is what type of health & safety precautions will be taken once the mining activities resume, including, but not limited to, the following:

- What type of protective measures will CRCC take to prevent potential mine drainage and/or coal fines spillages into the Left Fork of the Buckhannon River and the Buckhannon River, which ultimately lead to the Department's Raw Water Intake structure once mining operations resume in the future?
- What kind of impoundment and/or sediment control structures will CRCC employ to prevent any spillages into the waterways?
- How far away from the top of the waterway's banks will CRCC's coal and/or coal fines stockpiles be located?
- What type of notification system (automated? Direct call to the Department's water treatment plant?) has been/will be incorporated so that the Department is aware of any future spills from the existing facility?
- Do the existing facility's coal stockpiles still exist? If no, has the coal stockpile area(s) been cleaned up and reclaimed?

The Department raises these concerns because the Department’s Water Treatment Plant supplies potable water to 20,255 citizens in the City of Buckhannon, Upshur County and portions of five (5) surrounding counties.

If you have any questions or comments regarding the project or the contents of this letter, please contact me at your convenience at (304) 472-1651, Extension 1006 or via email at jay.hollen@buckhannonwv.org.

Sincerely,

James S. Hollen, III – PE (Who? Mayor? Tom?)
City Engineer and CFM (to change accordingly)

Attachments: WVDEP Permit No. S200519 Legal Advertisement from *The Inter-Mountain* newspaper, dated March 19, 2025
West Virginia Watershed Network’s WV WaterNet: Summer Edition newsletter – Buckhannon
River Coal Spill: Updates and Follow Up, dated August 2023

c: Robert N. Skinner, III – Mayor
Members of the City Council
Members of the Water Board
City – Engineering Files

USDA cuts to affect

By David Beard
For The Inter-Mountain

MORGANTOWN — Trey Yates is a fourth-generation dairy farmer who owns Greenbrier Dairy in Rainelle. Supplying schools and food banks make up 98% of his business and U.S. Department of Agriculture cuts to programs for schools and food banks threaten to close the farm and put his 10 employees out of work. “DOGE was put in place to cut federal waste dollars,” he said. “We don’t believe that the access to local, healthier food to kids or those facing hunger falls into that category. Anybody that does: This is morally wrong on many levels.” The USDA recently announced \$ cuts to two programs: the National School Lunch Program and the Local Food Purchasing Program. The USDA recently announced \$ cuts to two programs: the National School Lunch Program and the Local Food Purchasing Program.

Legal Advertisement

Advertisement

Notice is hereby given that Carter Road Coal Company, 109 Appalachian Drive, Beckley, WV 25801 has a permit on file with the Department of Environmental Protection (DEP) for the surface mining of approximately 222.81 acres and has submitted an application to the DEP, 47 School Street, Suite 3011, Philippi, WV 25416-1600, for renewal of Article 3 Permit Number S200519 to operate and maintain a coal surface mine with auger/highwall mining (within 100 feet of County Route 46) in the Sewell, Sewell A, and Sewell B seam of coal. The operation is discharging into Unnamed Tributaries, Dry Run, Lick Run, and Bear Run of and Beech Run all of and Left Fork Buckhannon River of Buckhannon River of Tygart Valley River of Monongahela River and is located 3.7 miles southeast of Helvetia in Middle Fork District of Randolph County, Longitude 80° 07' 58" and Latitude 38° 41' 26" (Coordinates from USGS Topographic Map).

Surface of the area associated herewith is owned by:
Name: Coastal Forest Resources Company
Address: 1772 Brushy Fork Road, Buckhannon, WV 26201

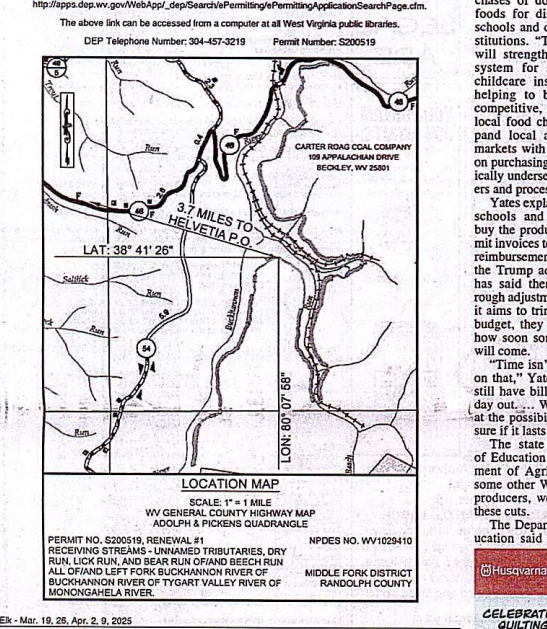
and the mineral associated herewith is owned by:
Name: WPP, LLC
Address: 1415 Louisiana Street, Suite 3325, Houston, TX 77002

and the mineral within 100 feet of the permit area is owned by:
Name: WPP, LLC
Address: 1415 Louisiana Street, Suite 3325, Houston, TX 77002
Marson Coal Company
PO Box 629, Elkins, WV 25841

Surface of the area within 100 feet of the permit area is owned by:
Name: Coastal Forest Resources Company
Address: 1772 Brushy Fork Rd, Buckhannon, WV 26201
West Virginia Department of Transportation District 8
US 219 North, Elkins, WV 25841
Marson Coal Company
PO Box 629, Elkins, WV 25841

Written comments and/or requests for an informal conference of the permit renewal application shall identify the applicant and application number and will be received by the Permit Supervisor at the DEP address above until May 9, 2025, or thirty (30) days from the date of final publication. A copy of the application will be available for review until May 9, 2025, or thirty (30) days from the date of final publication in the DEP Regional Office located at the address above and is available at:

http://apps.dep.wv.gov/WebApp/_dep/Search/Permitting/PermittingApplicationSearchPage.cfm.



announced \$ cuts to two programs: the National School Lunch Program and the Local Food Purchasing Program. The USDA recently announced \$ cuts to two programs: the National School Lunch Program and the Local Food Purchasing Program.


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CELEBRATING



WV WaterNet: Summer Edition

Registration Extended for WV Watershed Symposium

Registration for the 2023 WV Watershed Symposium has been extended to Friday, August 18th. Don't miss this opportunity to connect with watershed groups from around the state!

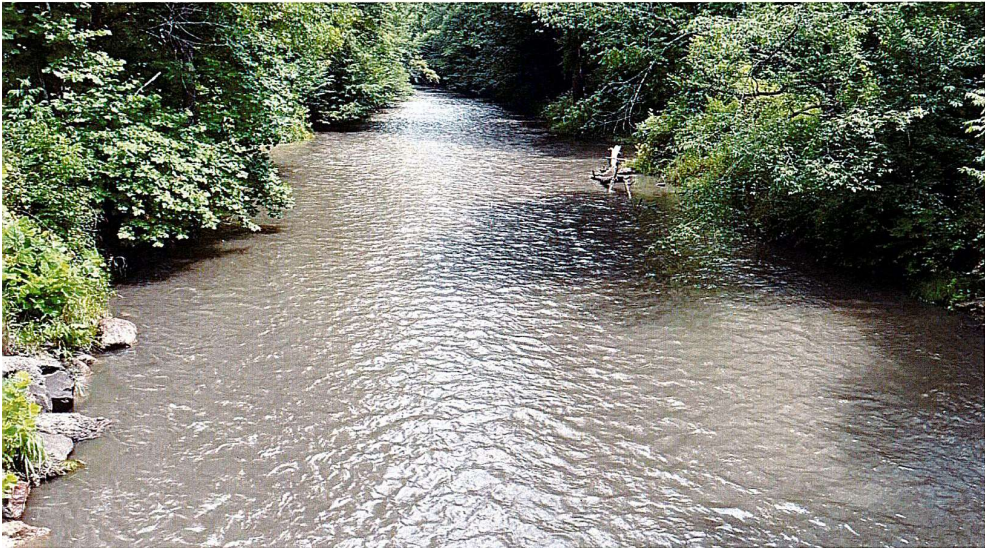
The symposium will be held September 30th at Canaan Valley State Park. In addition to time set aside for networking, sessions will cover water trails, stream restoration, and research updates.

Travel stipends are available, and there are rooms blocked if you would like to travel up the day before.

Register and apply for a travel stipend [here](#).

Buckhannon River Coal Spill: Updates and Follow Up

By: Martin Christ, WVDEP Northern Basin Coordinator



Coal sediment laden water in the Left Fork of the Buckhannon at Palace Valley on July 17th, 2023

On Sunday, July 16, WVDEP Stream Partners VISTA Jessica Bryzek was meeting people for a float trip on the Buckhannon River. At Hampton, a site just upstream from the City of Buckhannon, they found the river thick with black sediment and decided to paddle on Stonecoal Reservoir instead.

Over the following days, [MyBuckhannon.com](#) and [WDTV](#) published stories on the spill. After a heavy rainstorm on Saturday, 7/15, approximately 4,500 tons of coal was washed into the river from the Preparation Plant (permit number O-203186) for the Carter Roag Coal Company.

According to WVDEP, the spill did not cause any impact to aquatic life. I interpret this to mean there was no raft of dead fish going down the river. A resident of Alton, WV, a community almost four miles downstream from Alexander, also reported that no dead fish were floating down in the following two weeks. In addition, he had not seen any deposits of coal fines in the river. WVDEP sampled the water and laboratory results did not indicate any adverse impacts to the water chemistry in the streams.

According to MyBuckhannon.com, the slug of coal had little effect on the drinking water. The City of Buckhannon's Water Department reported that they did not have to stop preparing water, they only needed to add more flocculant and adjust the chemicals they use to maintain the pH in the water. Flocculant helps particles in the water settle to the bottom of a tank. The spill raised the pH of the water slightly.

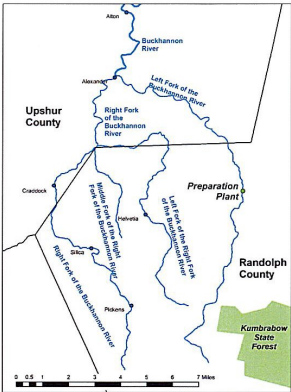
Following the spill, WVDEP issued three notices of violation (NOVs) to the company. One NOV was for failure to maintain a sediment control structure; another was for causing a Condition Not Allowable (CNA) in the waters of the state. The third was for failing to notify The Spill Line within 24 hours of the spill. CNA is a term that comes from the state's [47CSR02](#) rule on water quality standards. That rule states:

No sewage, industrial wastes or other wastes present in any of the waters of the State shall cause therein or materially contribute to any of the following conditions thereof:

Distinctly visible floating or settleable solids, suspended solids, scum, foam or oily slicks

plants downstream to make sure they know that some kind of pollution is coming.

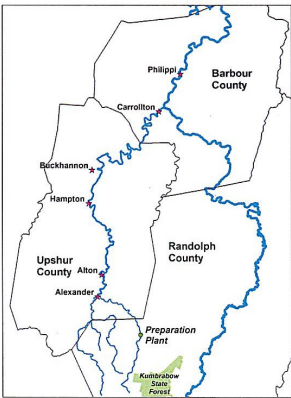
It is easy to get tangled up in the Buckhannon River's branches. The mainstem of the Buckhannon River flows north from Alexander 22 miles to the City of Buckhannon and then another 23 miles to the Tygart River near Carrollton, 5-½ miles upstream from Philippi. The Left Fork and the Right Fork of the Buckhannon River meet in Alexander, WV. The preparation plant where the coal spilled is approximately ten miles upstream on the Left Fork, which flows down from the western side of Kumbrow State Forest. The spill blackened the water for more than 30 miles. The Right Fork has its own Left and Middle Forks: Helvetia is on the Left Fork of the Right Fork. Silica and Pickens are on the Right Fork.



The coal seams mined near the Preparation Plant, Sewell, Sewell A, Peerless, and Hughes Ferry, have less than 1% pyritic sulfur, whereas the Lower Kittanning Coal Seam has 1.8% pyritic sulfur. Pyrite is the mineral that oxidizes to form sulfuric acid and dissolved iron in acid mine drainage. The Buckhannon River Watershed Association and West Virginia Water Research Institute have built five projects to combat AMD from the Lower Kittanning in tributaries near Alton and Alexander.

The Carter Roag facility is not actively mining coal; however, the prep plant is currently processing the last of the recently mined coal. Once that is complete, the plant will not be operational and remaining clean coal stockpiles will be shipped out by rail and the company will then begin cleaning up and reclaiming the area.

WVDEP's Division of Mining and Reclamation will continue to conduct regular inspections through the final reclamation to ensure the facility is complying with the terms and conditions outlined in their permit and state code.



d. BUAA Permanent ROW for Generator & Booster Station- Memorandum of Understanding – Mr. Hollen reported that the MOU was finished and that Tom O’Neill was preparing a cover letter to go with it. Discussion took place, and no action was necessary.

e. Water Treatment Plant Project – Mayor Skinner requested a motion to move into an Executive Session to discuss Property Matters per WV Code § 6-9A-4.

At 7:54 a.m., Thomas/Rizo motioned to move into Executive Session to discuss Property Matters per WV Code § 6-9A-4. The motion carried.

At 8:34 a.m., Thomas/Rizo motioned to leave the Executive Session. The motion carried.

Mayor Skinner noted that at 8:34 a.m., the Board had left an Executive Session, during which property matters (agenda items 9.a and 9.e) were discussed, but no decisions had been made.

10. New Business Discussions:

a. Approve Wage Increase, Tom Davis, Receiving Class IV Certification – Tommy Rolenson and Kelly Arnold verified that Tom Davis received his Class IV Certification and has provided the certification to the City. This qualifies him for a \$3.00 per hour wage increase, taking him to \$30 per hour.

Thomas/Rizo motioned to approve Tom Davis’s wage increase of \$3.00 an hour, taking him to \$30 per hour for receiving his Class IV Certification. The motion carried.

b. Hydrant Color Coding – Tommy Rolenson reported that the fire hydrants that flow less than 250 gallons per minute must have their tops painted black per the PSC. This needed no action and was for information only.

c. Water Line Acquisition within High Point Construction’s Development along Brushy Fork Road - Travis Shaw has requested that the City consider taking over the water line within High Point Construction’s Development along Brushy Fork Road. This line is not in the city limits and was installed by Highpoint Construction. Mr. Hollen and Mr. Kelly are concerned about the system since it was installed by someone other than our department, and for a different business model at the time. The development has grown and would be better served with a larger water

system. A discussion took place.

Thomas/Randall motioned to deny the request by High Point Construction for the City Water Department to take over the water line system within High Point Construction’s Development along Brushy Fork Road. The motion carried.

- 11. Report of Events, Correspondence, and Information** – Mayor Skinner reviewed the following with the Board Members.
 - a. Mt. Hope Water Association Meeting Minutes- February 2025**
 - b. Adrian P.S.D. Meeting Minutes-February 2025**
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.
 - c. Hydrant Flushing to begin April 14, 2025**

Water Department
Announcement

BUCKHANNON, WV: The City of Buckhannon Water Department will begin hydrant flushing and flow testing Monday, April 14, 2025, and will continue each workday from 8:00 am to 4:30 pm throughout the city water system, until complete. This does not include the public service districts. Please check the water before doing any light-colored laundry. Water may be discolored due to flushing, contact City Hall at 304-472-1430 for further information.

12. Board Members’ Remarks and Announcements

Scott Randall: Mr. Randall congratulated Tom Davis on his Class IV certification. He also paid tribute to the late Steve Holmes and spoke of the relationship that he and his family had with him.

Erasmo Rizo: Mr. Rizo extended his condolences to the Holmes family. He reminded everyone that the new Water Plant has many moving parts, and we must work hard to provide the public with good information.

Dave Thomas: Mr. Thomas agreed with what was said and spoke about his relationship with Steve Holmes. He thanked everyone for the great work and felt this was a good meeting.

Don Nestor: Mr. Nestor expressed his sadness at Steve Holmes's passing. He then asked Kelly Arnold about Senate Bill #605 regarding utilities. He was concerned about what it could mean for our Water Department. Mr. Arnold thinks the bill died, but encouraged all to be alert. Don feels that we had a great meeting.

Randy Sanders: Mr. Sanders paid tribute to Steve Holmes as well and noted that he will miss him.

Mayor Skinner: Mayor Skinner spoke of Steve Holmes and appreciated his friendship and how pleasant it was to work with him.

No other comments were offered.

At 8:51 a.m., Thomas made a motion to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____