

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

A regular meeting of the Buckhannon Water Board was held on Thursday, June 12, 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 | Absent |
| David Thomas | Board Member | Present |
| Don Nestor | Board Member | Present |
| Erasmo Rizo | Board Member | Absent |
| Kelly Arnold | Water Superintendent | Absent |
| Tommy Rolenson | Water Superintendent | Present |
| Jay Hollen | City Engineer | Present - Phone |
| Ethan Crosten | Director of Public Works | Present |
| Amberle Jenkins | Assistant Recorder/Director of Finance | Present |
| Barbara Hinkle | City Hall Office Manager | Present |

Guests: Shane Whitehair, Region VII; Monica Zalaznik, My Buckhannon.

*City of Buckhannon Water Board Meeting Agenda
7:30 AM Thursday, June 12, 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: 05/08/2025
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
 - a.
7. Financial Report – Director of Finance Amberle Jenkins
 - a. May 2025
 - b. Water Board Budget Revision FY 2024-2025
8. Department Report – Water Department Superintendent Tommy Rolenson
 - a. Monthly Water Department Report
 - b. Monthly Chemical Cost Summary Report
 - c. Monthly Unaccounted Water Loss Report
 - d. Update on CMH Development Pipeline Project
 - e. Update Generator Install at Airport Booster Station
 - f. Consumer Confidence Report (CCR) posted in Record Delta May 2025
9. Old Business Discussions:
 - a. Water Treatment Plant Project
10. New Business Discussions:
 - a. Bid Opening Results-Commercial Real Estate Appraisal Services
11. Report of Events, Correspondence, and Information
 - a. Mt. Hope Water Association Meeting Minutes-April 2025
 - b. Adrian P.S.D. Meeting Minutes-April 2025
 - c. Elkins Road P.S.D. Meeting Minutes-April 2025 & Budget FY 25/26
 - d. Hodgesville P.S.D. Meeting Minutes-February, March. April 2025
 - e. Kelly Arnold Received The George Fuller Award at the American Water Works Association Awards Ceremony
 - f. Carter Roag Coal Company Permit Number: 0003185 Letter of Concern No. 1

12. Board Members’ Remarks and Announcements

13. Declaration of Adjournment

This agenda was certified by Mayor Robbie Skinner on June 6, 2025. Those who participated in this meeting virtually used the following 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 7:36 a.m., Mayor Robbie Skinner called the June 12, 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: 05/05/2025 – Mayor Skinner recognized that the meeting minutes of 05/08/2025 were available for consideration and asked for corrections or approval as presented.

Nestor/Thomas motioned to approve the meeting minutes of 05/08/2025 as presented. The motion carried.

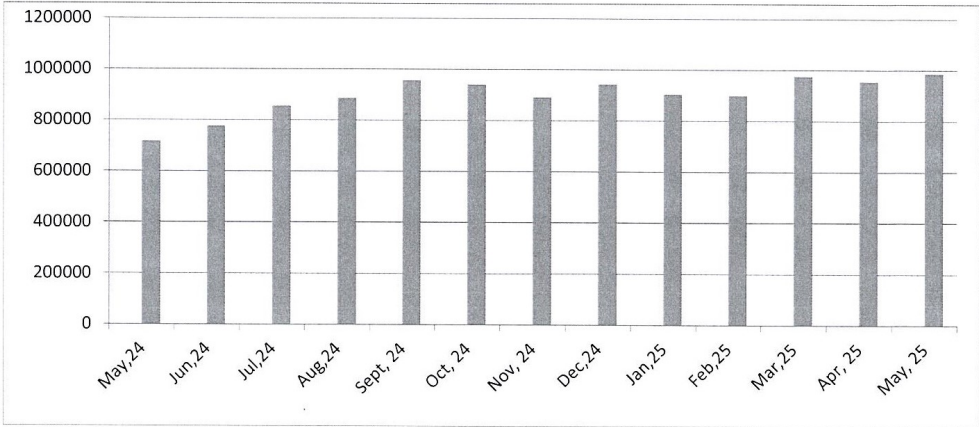
5. Public Comment—Motion to Open & Close Requested – As no persons were present to present comments, no action by the Chair was necessary.

6. Recognition of Guests - As no persons were present to be recognized beyond those participating in the agenda items, no action by the Chair was necessary.

7. Financial Report—Director of Finance Amberle Jenkins

a. May 2025 - Amberle Jenkins reviewed the financial reports for May 2025.

| WATER BOARD CITY OF BUCKHANNON BALANCE SHEET | |
|---|-----------------|
| Balance May, 2025 | |
| Money market & checking | \$ 1,120,190.43 |
| The two Working Capital CD's to WV Board of Treasury Investment | |
| | \$370,143.87 |
| CD Renewed 6-4-24 4.65%(Peoples) | \$289,422.62 |
| 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.

| % OF YEAR COMPLETED: 91.67 | | | | | | |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 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 | 87,242.11 | 989,946.63 | 0.00 (| 39,946.63) | 104.20 |
| 400-350-000-01 COMMERCIAL/INDUSTRIAL SAL | 600,000 | 59,139.10 | 657,624.18 | 0.00 (| 57,624.18) | 109.60 |
| 400-350-000-03 PRIVATE FIRE PROTECTION | 15,500 | 1,457.50 | 15,792.50 | 0.00 (| 292.50) | 101.89 |
| 400-350-000-04 PUBLIC FIRE PROTECTION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL UTILITY BILLINGS | 1,565,500 | 147,838.71 | 1,663,363.31 | 0.00 (| 97,863.31) | 106.25 |
| OUTSIDE DISTRICTS | | | | | | |
| 400-360-000-00 MT HOPE WATER (MASTER MET | 200,000 | 12,384.25 | 165,414.00 | 0.00 | 34,586.00 | 82.71 |
| 400-360-000-01 HODGESVILLE PSD (MASTER M | 234,000 | 21,272.00 | 281,590.50 | 0.00 (| 47,590.50) | 120.34 |
| 400-360-000-02 ELKINS ROAD PSD (MASTER M | 200,000 | 16,952.50 | 197,576.75 | 0.00 | 2,423.25 | 98.79 |
| 400-360-000-03 ADRIAN PSD (MASTER METER) | 233,000 | 25,059.00 | 287,073.25 | 0.00 (| 54,073.25) | 123.21 |
| TOTAL OUTSIDE DISTRICTS | 867,000 | 75,667.75 | 931,654.50 | 0.00 (| 64,654.50) | 107.46 |
| 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 |
| 400-366-000-03 WATER PLANT PROJECT GRANT | 75,000 | 0.00 | 0.00 | 0.00 | 75,000.00 | 0.00 |
| 400-368-000-00 TAP FEES | 10,500 | 750.00 | 11,250.00 | 0.00 (| 750.00) | 107.14 |
| 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 | 51,100 | 0.00 | 51,874.21 | 0.00 (| 774.21) | 101.52 |
| 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 | 136,600 | 750.00 | 63,124.21 | 0.00 | 73,475.79 | 46.21 |
| INTRA FUND CONTR/CHARGES | | | | | | |
| 400-370-000-01 LATE CHARGES | 21,600 | 2,345.00 | 25,951.30 | 0.00 (| 4,351.30) | 120.14 |
| 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 | 3,400 | 300.00 | 4,125.00 | 0.00 (| 725.00) | 121.32 |
| 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 INTRA FUND CONTR/CHARGES | 25,000 | 2,645.00 | 30,076.30 | 0.00 (| 5,076.30) | 120.31 |
| 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 | 19,000 | 0.00 | 33,180.42 | 0.00 (| 14,180.42) | 174.63 |
| 400-399-000-00 MISC. NONOPERATING INCOME | 48,000 | 22,896.89 | 74,005.94 | 0.00 (| 26,005.94) | 154.18 |
| TOTAL OTHER REVENUE | 67,000 | 22,896.89 | 107,186.36 | 0.00 (| 40,186.36) | 159.98 |
| TOTAL REVENUE | 2,661,100 | 249,798.35 | 2,795,404.68 | 0.00 (| 134,304.68) | 105.05 |

| % OF YEAR COMPLETED: 91.67 | | | | | | |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 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 | 1,745.02 | 21,221.90 | 0.00 | 3,778.10 | 84.89 |
| 400-601-226-00 PAYROLL OVERHEAD (FICA,RE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 25,000 | 1,745.02 | 21,221.90 | 0.00 | 3,778.10 | 84.89 |
| COMMODITIES | | | | | | |
| 400-601-342-00 MAINTENANCE RIVER INTAKE& | 4,400 | 0.00 | 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 | 25.00 | 3,463.21 | 0.00 | 536.79 | 86.58 |
| 400-601-399-00 WATERSHED, DAM MISC | 5,000 | 2,432.75 | 2,432.75 | 0.00 | 2,567.25 | 48.66 |
| TOTAL COMMODITIES | 13,400 | 2,457.75 | 8,403.90 | 0.00 | 4,996.10 | 62.72 |
| TOTAL RESERVIOR MANGMT DAM | 38,400 | 4,202.77 | 29,625.80 | 0.00 | 8,774.20 | 77.15 |
| WATER PLANT | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 400-642-103-00 WATER PUMPERS SALARIES | 401,000 | 29,712.75 | 339,908.28 | 0.00 | 61,091.72 | 84.77 |
| 400-642-104-00 FICA TAX | 30,700 | 2,276.31 | 26,045.05 | 0.00 | 4,654.95 | 84.84 |

400-WATER

% OF YEAR COMPLETED: 91.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| 400-642-105-00 HEALTH INSURANCE | 45,000 | 2,951.92 | 38,797.02 | 0.00 | 6,202.98 | 86.22 |
| 400-642-106-00 RETIREMENT | 36,100 | 2,674.15 | 30,591.79 | 0.00 | 5,508.21 | 84.74 |
| 400-642-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 512,800 | 37,615.13 | 435,342.14 | 0.00 | 77,457.86 | 84.90 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-642-211-00 UTILITIES - ELEC, GAS, PH | 129,500 | 11,318.82 | 136,816.46 | 0.00 (| 7,316.46) | 105.65 |
| 400-642-221-00 TRAINING & CONTINUED EDUC | 2,500 | 0.00 | 1,319.61 | 46.82 | 1,133.57 | 54.66 |
| 400-642-226-00 UNEMPLOYMENT/COMPENSATION | 7,000 | 0.00 | 5,498.52 | 0.00 | 1,501.48 | 78.55 |
| TOTAL CONTRACTUAL SERVICES | 139,000 | 11,318.82 | 143,634.59 | 46.82 (| 4,681.41) | 103.37 |
| COMMODITIES | | | | | | |
| 400-642-341-00 OFFICE EXPENSE | 3,300 | 524.53 | 2,095.96 | 0.00 | 1,204.04 | 63.51 |
| 400-642-342-00 MAINT TREATMENT PLANT BLD | 6,400 | 307.95 | 1,538.82 | 0.00 | 4,861.18 | 24.04 |
| 400-642-343-00 VEHICLE MAINTENANCE | 2,200 | 0.00 | 2,185.60 | 0.00 | 14.40 | 99.35 |
| 400-642-343-01 PLANT VEHICLE FUEL | 6,300 | 264.77 | 5,971.89 | 0.00 | 328.11 | 94.79 |
| 400-642-344-00 GENERAL EQUIPMENT MAINTEN | 24,000 | 687.64 | 20,032.11 | 0.00 | 3,967.89 | 83.47 |
| 400-642-345-00 UNIFORMS PERSONAL SAFETY | 6,000 | 494.20 | 5,593.71 | 0.00 | 406.29 | 93.23 |
| 400-642-346-00 MAINT TREATMENT PLANT EQU | 81,000 | 20.31 | 69,769.35 | 0.00 | 11,230.65 | 86.14 |
| 400-642-347-00 PLANT LAB MAINT & SUPPLIE | 15,000 | 45.87 | 8,109.96 | 1,950.04 | 4,940.00 | 67.07 |
| 400-642-348-00 CHEMICAL COSTS | 286,000 | 11,383.50 | 237,630.99 | 9,275.74 | 39,093.27 | 86.33 |
| 400-642-349-00 COMPLIANCE MONITORING | 23,000 | 677.80 | 9,601.19 | 996.03 | 12,402.78 | 46.07 |
| 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 | 681.49 | 1,715.51 | 0.00 | 1,284.49 | 57.18 |
| TOTAL COMMODITIES | 483,975 | 15,088.06 | 372,921.49 | 12,221.81 | 98,831.70 | 79.58 |
| 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 | | | | | | |
| | 1,135,775 | 64,022.01 | 951,898.22 | 12,268.63 | 171,608.15 | 84.89 |
| WATER NEW PLANT PROJ | | | | | | |
| ===== | | | | | | |
| COMMODITIES | | | | | | |
| 400-643-350-00 NEW PLANT PROFESSIONAL SE | 150,000 | 22,500.00 | 60,000.00 | 71.80 | 89,928.20 | 40.05 |
| TOTAL COMMODITIES | 150,000 | 22,500.00 | 60,000.00 | 71.80 | 89,928.20 | 40.05 |
| TOTAL WATER NEW PLANT PROJ | | | | | | |
| | 150,000 | 22,500.00 | 60,000.00 | 71.80 | 89,928.20 | 40.05 |
| WATER LINES | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 400-660-103-00 T & D LINE CREW SALARIES | 444,000 | 37,574.36 | 420,098.18 | 0.00 | 23,901.82 | 94.62 |
| 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 | 2,885.92 | 32,248.86 | 0.00 | 1,751.14 | 94.85 |

400-WATER

% OF YEAR COMPLETED: 91.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| 400-660-105-00 HEALTH INSURANCE | 95,000 | 6,814.78 | 93,891.40 | 0.00 | 1,108.60 | 98.83 |
| 400-660-106-00 RETIREMENT | 40,000 | 3,381.72 | 37,809.00 | 0.00 | 2,191.00 | 94.52 |
| 400-660-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 613,000 | 50,656.78 | 584,047.44 | 0.00 | 28,952.56 | 95.28 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-660-211-00 UTILITIES - ELEC,GAS,PHON | 39,100 | 913.66 | 33,195.58 | 0.00 | 5,904.42 | 84.90 |
| 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 | 0.00 | 6,300.56 | 0.00 | 6,699.44 | 48.47 |
| TOTAL CONTRACTUAL SERVICES | 54,600 | 913.66 | 39,854.14 | 0.00 | 14,745.86 | 72.99 |
| COMMODITIES | | | | | | |
| 400-660-341-00 OFFICE EXPENSE | 5,325 | 810.17 | 3,241.69 | 133.00 | 1,950.31 | 63.37 |
| 400-660-342-00 MAINTENANCE GARAGE BLDG | 4,500 | 0.00 | 1,373.10 | 0.00 | 3,126.90 | 30.51 |
| 400-660-343-00 VEHICLE MAINTENANCE | 10,000 | 20.00 | 8,075.45 | 0.00 | 1,924.55 | 80.75 |
| 400-660-343-01 LINE VEHICLE FUEL | 12,500 | 1,686.14 | 8,517.30 | 0.00 | 3,982.70 | 68.14 |
| 400-660-344-00 GENERAL EQUIPMENT MAINTEN | 17,000 | 913.54 | 11,463.55 | 0.00 | 5,536.45 | 67.43 |
| 400-660-345-00 UNIFORMS-PERSONAL SAFETY | 7,000 | 494.20 | 6,358.77 | 0.00 | 641.23 | 90.84 |
| 400-660-347-00 BOOSTER PUMP BLDG EQUIP M | 63,000 | 879.81 | 17,459.50 | 0.00 | 45,540.50 | 27.71 |
| 400-660-348-00 DISTRIBUTION TANK MAINTEN | 24,900 | 0.00 | 24,819.00 | 0.00 | 81.00 | 99.67 |
| 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 | 130,000 | 20,767.09 | 107,416.25 | 1,362.40 | 21,221.35 | 83.68 |
| 400-660-353-00 MAPPING & LINE LOCATING E | 8,000 | 1,036.95 | 6,546.79 | 0.00 | 1,453.21 | 81.83 |
| 400-660-354-00 FIRE SERVICE MATERIALS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL COMMODITIES | 282,725 | 26,607.90 | 195,271.40 | 1,495.40 | 85,958.20 | 69.60 |
| NON-OPERATING EXPENSES | | | | | | |
| 400-660-999-00 TRAN DISTRIB MISCELLANEOU | 1,500 | 0.00 | 570.90 | 0.00 | 929.10 | 38.06 |
| TOTAL NON-OPERATING EXPENSES | 1,500 | 0.00 | 570.90 | 0.00 | 929.10 | 38.06 |
| TOTAL WATER LINES | | | | | | |
| | 951,825 | 78,178.34 | 819,743.88 | 1,495.40 | 130,585.72 | 86.28 |
| WATER METERS | | | | | | |
| ===== | | | | | | |
| 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 |

| 400-WATER | | % OF YEAR COMPLETED: 91.67 | | | | | |
|--|----------------|----------------------------|---------------------|------------------|----------------|--------------|--|
| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET | |
| 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 | |
| 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 | 15,000.00 | 0.00 | 1,800.00 | 89.29 | |
| 400-920-103-00 AD & GE OFFICE SALARIES | 170,000 | 15,440.58 | 164,209.78 | 0.00 | 5,790.22 | 96.59 | |
| 400-920-104-00 FICA TAX | 13,005 | 1,288.82 | 13,720.99 | 0.00 | 715.99 | 105.51 | |
| 400-920-105-00 HEALTH INSURANCE | 21,000 | 1,386.96 | 18,632.48 | 0.00 | 2,367.52 | 88.73 | |
| 400-920-106-00 RETIREMENT | 15,300 | 1,358.21 | 14,330.76 | 0.00 | 969.24 | 93.67 | |
| 400-920-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTAL SALARIES & BENEFITS | 236,105 | 20,874.57 | 225,894.01 | 0.00 | 10,210.99 | 95.68 | |
| CONTRACTUAL SERVICES | | | | | | | |
| 400-920-211-00 UTILITIES - ELEC,GAS,PHON | 2,000 | 123.24 | 1,729.97 | 0.00 | 270.03 | 86.50 | |
| 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 | 0.00 | 1,649.61 | 0.00 | 950.39 | 63.45 | |
| 400-920-232-00 BOND ANNUAL FEE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| TOTAL CONTRACTUAL SERVICES | 5,100 | 123.24 | 3,379.58 | 0.00 | 1,720.42 | 66.27 | |
| COMMODITIES | | | | | | | |
| 400-920-341-00 MATERIALS & SUPPLIES EXPE | 50,000 | 3,296.25 | 56,841.70 | 3,848.50 | 10,690.20) | 121.38 | |
| 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 | 10,950.00 | 0.00 | 0.00 | 100.00 | |
| 400-920-349-00 AUDITING EXPENSE | 8,800 | 0.00 | 9,456.75 | 0.00 | 656.75) | 107.46 | |
| 400-920-350-00 PROFESSIONAL & LEGAL EXPE | 23,500 | 1,354.17 | 19,875.01 | 0.00 | 3,624.99 | 84.57 | |
| 400-920-351-00 ENGINEERING EXPENSE | 0 | 0.00 | 1,085.00 | 0.00 | 1,085.00) | 0.00 | |
| 400-920-352-00 PROPERTY INSURANCE | 53,100 | 16,945.78 | 57,430.36 | 0.00 | 4,330.36) | 108.16 | |
| 400-920-353-00 PSC ASSESSMENTS | 7,300 | 0.00 | 7,277.70 | 0.00 | 22.30 | 99.69 | |
| 400-920-369-00 CUSTOMER DEP INTEREST PAI | 250 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 | |
| TOTAL COMMODITIES | 153,900 | 21,596.20 | 162,916.52 | 3,848.50 | 12,865.02) | 108.36 | |

| % OF YEAR COMPLETED: 91.67 | | | | | | |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
| <hr/> | | | | | | |
| CAPITAL OUTLAY | | | | | | |
| 400-920-459-00 CAPITAL OUTLAY OFFICE | 6,000 | 153.64 | 3,049.91 | 1,314.57 | 1,635.52 | 72.74 |
| TOTAL CAPITAL OUTLAY | 6,000 | 153.64 | 3,049.91 | 1,314.57 | 1,635.52 | 72.74 |
| <hr/> | | | | | | |
| 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 | 44,000 | 3,587.83 | 46,961.44 | 0.00 | (2,961.44) | 106.73 |
| TOTAL NON-OPERATING EXPENSES | 44,000 | 3,587.83 | 46,961.44 | 0.00 | (2,961.44) | 106.73 |
| <hr/> | | | | | | |
| TOTAL OFFICE/ADMIN | 445,105 | 46,335.48 | 442,201.46 | 5,163.07 | (2,259.53) | 100.51 |
| <hr/> | | | | | | |
| BAD DEBTS | | | | | | |
| ===== | | | | | | |
| <hr/> | | | | | | |
| 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 |
| <hr/> | | | | | | |
| TOTAL BAD DEBTS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| <hr/> | | | | | | |
| BOND PAYMENTS | | | | | | |
| ===== | | | | | | |
| <hr/> | | | | | | |
| CONTRACTUAL SERVICES | | | | | | |
| 400-970-221-00 WATER BOND A 2016 | 270,400 | 22,481.88 | 247,836.13 | 0.00 | 22,563.87 | 91.66 |
| 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 | 247,836.13 | 0.00 | 22,563.87 | 91.66 |
| <hr/> | | | | | | |
| TOTAL BOND PAYMENTS | 270,400 | 22,481.88 | 247,836.13 | 0.00 | 22,563.87 | 91.66 |
| <hr/> | | | | | | |
| CAPITAL/PROJECTS | | | | | | |
| ===== | | | | | | |
| <hr/> | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 400-999-110-00 | 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 |
| 400-999-143 MEADE-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-WATER

% OF YEAR COMPLETED: 91.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-189-00 | 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 | 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 MISC CAPITAL PROJEC | 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 |
| 400-999-619-00 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 SKID STEER | 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 | 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 | 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-679-00 | 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 | 0.00 | 40,600.00 | 0.00 | 9,400.00 | 81.20 |
| 400-999-682-01 | 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 | 18,560.09 | 0.00 | 2,275.91 | 89.08 |
| 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 | 1,472.00 | 2,427.00 | 0.00 | 22,573.00 | 9.71 |
| 400-999-682-08 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

400-WATER

% OF YEAR COMPLETED: 91.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|-------------------|-------------------|------------------------|---------------------|-------------------|-----------------|
| 400-999-682-09 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-682-10 VICKSBURG LINE UPGRADE | 92,100 | 4,590.47 | 44,843.90 | 0.00 | 47,256.10 | 48.69 |
| 400-999-682-11 CHEMICAL PUMP | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-682-12 DEER CREEK LINE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 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 | 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 | 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 |
| 400-999-692-00 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 | 292,936 | 7,769.02 | 140,664.74 | 0.00 | 152,271.26 | 48.02 |
| TOTAL CAPITAL/PROJECTS | 641,936 | 7,769.02 | 188,545.20 | 0.00 | 453,390.80 | 29.37 |
| TOTAL EXPENDITURES | 3,633,441 | 245,489.50 | 2,739,850.69 | 18,998.90 | 874,591.41 | 75.93 |
| REVENUE OVER/(UNDER) EXPENDITURES | (972,341) | 4,308.85 | 55,553.99 (| 18,998.90) (| 1,008,896.09) | 3.76- |

MAY 2025 WATER PAYMENT OF BILLS

- \$11,383.50 – PHOENIX SOLUTIONS – CHEMICALS
- \$18,580.50 – CORE & MAIN – 6” PVC PIPE, 20’ BLUE GASKET & PROCODER METER
- \$3,972.22 – FERGUSON WATERWORKS – GAL PIPE LUBE, FOSTER ADAPTER & GATE VALVE
- \$1,472.00 – TRI-STATE ROOFING – ROOF REPAIR

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT | |
|--------------|------------------------------|------------------------------|----------------------|----------------------------|----------------------------|----------|
| OFFICE/ADMIN | FERGUSON WATERWORKS | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,294.61 | |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 361.35 | |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 316.80 | |
| | | 660-352-00 | NEW SERVICES, UPGRAD | ANG KEY VLV, COMP TEE | 842.16 | |
| | | 660-352-00 | NEW SERVICES, UPGRAD | 6" MECHANICAL JOINT 90 | 433.85 | |
| | BUCKHANNON DISCOUNT TIRE INC | 660-343-00 | VEHICLE MAINTENANCE | FLAT REPAIR | 20.00 | |
| | BENNY'S BOOT HILL | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-SAFETY TOE BOOTS KELL | 188.91 | |
| | CORE & MAIN LP | 660-352-00 | NEW SERVICES, UPGRAD | 6 PVC PIPE & 20' BLUE GSK | 13,380.00 | |
| | | 660-352-00 | NEW SERVICES, UPGRAD | REPAIR CLAMP | 177.66 | |
| | | 660-352-00 | NEW SERVICES, UPGRAD | 1" VALVE BOX RISER | 252.72 | |
| | | 660-352-00 | NEW SERVICES, UPGRAD | HITE PAVING ADPT | 328.49 | |
| | | 660-352-00 | NEW SERVICES, UPGRAD | PROCODER | 5,200.50 | |
| | TRACTOR SUPPLY CREDIT PLAN | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-STARTER SWITCH AIR CO | 53.97 | |
| | WALMART STORES INC -BUCKHANN | 660-341-00 | OFFICE EXPENSE | LABEL TAPE | 24.98 | |
| | | 660-341-00 | OFFICE EXPENSE | COPY PAPER | 75.57 | |
| | INTERNAL REVENUE SERVICE | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,225.12 | |
| | | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,113.80 | |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 286.51 | |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 260.49 | |
| | AMAZON.COM | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-SAFETY GLASSES FLASHL | 583.65 | |
| | PAYFLEX - INSPIRA | 660-105-00 | HEALTH INSURANCE | WATER APR 2025 HSA FEES | 32.50 | |
| | | 660-105-00 | HEALTH INSURANCE | WATER MAY 2025 HSA FEES | 32.50 | |
| | ROTARY CLUB OF BUCKHANNON-UP | 660-341-00 | OFFICE EXPENSE | SPR 25 BLD SCR JERRY MYERS | 100.00 | |
| | | 660-341-00 | OFFICE EXPENSE | SPR 25 BLD SCR KELLY ARNOL | 95.00 | |
| | | 660-341-00 | OFFICE EXPENSE | SPR 25 BLD SCR PATRICK TEN | 100.00 | |
| | | 660-341-00 | OFFICE EXPENSE | SPR 25 BLD SCR BILLIE DAVI | 60.00 | |
| | | 660-341-00 | OFFICE EXPENSE | SPR 25 BLD SCR JERRY WAMSL | 75.00 | |
| | | 660-341-00 | OFFICE EXPENSE | SPR 25 BLD SCR THOMAS WOOD | 100.00 | |
| | WORLD FUEL SERVICES, INC. | 660-343-01 | LINE VEHICLE FUEL | DIESEL FOR GENERATOR | 879.18 | |
| | FRONTIER | 660-211-00 | UTILITIES - ELEC,GAS | 472-8628-030719-4 WAT FAX | 89.03 | |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 472-2530-101615-4 WATER | 93.95 | |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 30401156600826024 WAT TELE | 66.71 | |
| | CUMMINS SALES & SERVICE FAIR | 660-347-00 | BOOSTER PUMP BLDG EQ | REPAIR | 879.81 | |
| | FLYERS ENERGY LLC | 660-343-01 | LINE VEHICLE FUEL | WATER FUEL BILL APRIL 2025 | 806.96 | |
| | CINTAS | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 5-5-25 | 123.55 | |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 5-12-25 | 123.55 | |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 5-19-25 | 123.55 | |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 5-27-25 | 123.55 | |
| | **PAYROLL EXPENSES | | | 5/01/2025 - 5/31/2025 | 37,574.36 | |
| | | | | TOTAL: | 78,178.34 | |
| | OFFICE/ADMIN | WV PUBLIC EMPLOYEES INSURANC | 920-105-00 | HEALTH INSURANCE | WATER MAY 2025 RETIREE'S I | 68.00 |
| | | | 920-105-00 | HEALTH INSURANCE | WATER MAY 2025 HEALTH INS | 1,305.96 |
| | TATE COMMUNICATIONS | 920-459-00 | CAPITAL OUTLAY OFFIC | WRK ON CH PHN, NEW PHN TS | 153.64 | |
| | CITY DIRECTORIES/DATA AXLE | 920-341-00 | MATERIALS & SUPPLIES | CITY DIRECTORY | 117.50 | |
| | WV PUBLIC EMPLOYEES RETIREME | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 500.64 | |
| | | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 508.16 | |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 181.75 | |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 167.66 | |
| | BUCKHANNON POSTMASTER | 920-999-00 | ADM BOARD-BILLING MI | PERMIT #10 POSTAGE | 1,000.00 | |
| | PAYROLL ACCOUNT (ALL DEPTS) | 920-341-00 | MATERIALS & SUPPLIES | APRIL 25 AA FEES | 215.09 | |
| | THOMAS J O'NEILL | 920-350-00 | PROFESSIONAL & LEGAL | JUNE 25 ATTORNEY FEES | 1,354.17 | |
| | COLLECTION ACCOUNT | 920-341-00 | MATERIALS & SUPPLIES | APR 25 CREDIT CARD FEES | 2,608.66 | |
| | GENERAL FUND | 920-341-00 | MATERIALS & SUPPLIES | MAY 25 LOC FEES | 72.50 | |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|------------------|------------------------------|------------|----------------------|----------------------------|-----------|
| OFFICE/ADMIN | JERRY HEARD ASSC. | 920-341-00 | MATERIALS & SUPPLIES | DISBURSEMENT CHECKS BLUE L | 124.44 |
| | WALMART STORES INC -BUCKHANN | 920-341-00 | MATERIALS & SUPPLIES | CLEANING SUPPLIES | 36.78 |
| | INTERNAL REVENUE SERVICE | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 578.75 |
| | | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 465.77 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 135.36 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 108.94 |
| | AMAZON.COM | 920-341-00 | MATERIALS & SUPPLIES | PCRD-CHAIR LEG CAPS | 1.96 |
| | PAYFLEX - INSPIRA | 920-105-00 | HEALTH INSURANCE | WATER APR 2025 HSA FEES | 6.50 |
| | | 920-105-00 | HEALTH INSURANCE | WATER MAY 2025 HSA FEES | 6.50 |
| | LYNX WV INC | 920-999-00 | ADM BOARD-BILLING MI | IT SERVICES MAY 25 | 450.00 |
| | KOMAX LLC | 920-341-00 | MATERIALS & SUPPLIES | INKJET CRTRDGE FOR POSTG M | 59.60 |
| | FP FINANCE PROGRAM | 920-999-00 | ADM BOARD-BILLING MI | MAY 25 MAILER & INSERT PYM | 94.30 |
| | OPTIMUM B2B, DEPT. 1264 | 920-999-00 | ADM BOARD-BILLING MI | MAY 25 CH INTERNET | 214.62 |
| | ROSSMAN & CO/PCB CORP | 920-341-00 | MATERIALS & SUPPLIES | APR 25 DEBT COLLECTION | 11.59 |
| | FRONTIER | 920-211-00 | UTILITIES - ELEC,GAS | 472-1651-101515-4 CITY HAL | 99.07 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | 304-003-2273-060600-4 | 24.17 |
| | GARRETT K SUMMERS | 920-341-00 | MATERIALS & SUPPLIES | BIT DEF ENDPNT SEC MAY 25 | 48.13 |
| | HEWLETT PACKARD FINANCIAL SE | 920-999-00 | ADM BOARD-BILLING MI | PLOTTER RENT MAY 25 PO24-0 | 78.91 |
| | STRATEGY LLC | 920-999-00 | ADM BOARD-BILLING MI | MAY 2025 IT CONTRACT | 1,750.00 |
| | TRAVELERS INSURANCE | 920-352-00 | PROPERTY INSURANCE | MAY 2025 AUTO LIAB CYBER I | 16,945.78 |
| | **PAYROLL EXPENSES | | | 5/01/2025 - 5/31/2025 | 16,840.58 |
| | | | | TOTAL: | 46,335.48 |
| BOND | MUNICIPAL BOND COMM OF WV | 970-221-00 | WATER BOND A 2016 | WATER BOND A PYMT MAY 25 | 22,481.88 |
| | | | | TOTAL: | 22,481.88 |
| CAPITAL/PROJECTS | BRUFFEY TRUCKING INC | 999-682-10 | VICKSBURG LINE UPGRA | 3/4 CRUSHER RUN STONE | 618.25 |
| | FERGUSON WATERWORKS | 999-682-10 | VICKSBURG LINE UPGRA | PIPE LUB, ADPT, GATE VLV | 3,972.22 |
| | TRI-STATE ROOFING & SHEET ME | 999-682-07 | ROOFING SEAM REPAIR | ROOF REPAIR | 1,472.00 |
| | 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 | 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 |
| | | 999-682-04 | SUPERVISOR TRUCK | 25H3G4 2021 RAM 1500 | 405.28 |
| | | | | TOTAL: | 7,769.02 |

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

b. Water Board Budget Revision FY 2024-2025 - Amberle Jenkins reviewed the Water Board's budget revision for FY 2024-2025 with the Board, noting that the Island Avenue project had been completed under budget, covering much of the revision. Superintendent Rolenson reported that a budgeted river crossing was not necessary. The savings were allocated to other essential line items. Mrs. Jenkins requested the Board's approval of the revision.

| | | | | | |
|--------------------------|--------------------------------|--------|------------|-----------|------------------------|
| Water Budget Revision #4 | | | | | |
| 6/12/2025 | | | | | |
| | | | | | |
| 400-642-111-00 | Utilities-Elec,Gas,Phone | 129500 | 20000 | 149500 | increase in elec bills |
| 400-642-343-00 | Vehicle Maintenance | 2200 | 500 | 2700 | |
| 400-642-345-00 | Uniforms Personal Safety | 6000 | 200 | 6200 | |
| 400-660-103-00 | T & D Line Crew Salaries | 444000 | 20000 | 464000 | pay increase |
| 400-660-104-00 | FICA Tax | 34000 | 1500 | 35500 | |
| 400-660-105-00 | Health Insurance | 95000 | 6200 | 101200 | |
| 400-660-106-00 | Retirement | 40000 | 1500 | 41500 | |
| 400-920-103-00 | AD & GE Office Salaries | 170000 | 8100 | 178100 | pay increase |
| 400-920-104-00 | FICA Tax | 13005 | 3100 | 16105 | |
| 400-920-106-00 | Retirement | 15300 | 600 | 15900 | |
| 400-920-221-00 | Training & Continued Education | 500 | -500 | 0 | |
| 400-920-341-00 | Materials & Supplies Expense | 50000 | 12000 | 62000 | |
| 400-920-349-00 | Auditing Expense | 8800 | 2800 | 11600 | |
| 400-920-350-00 | Professional & Legal Expense | 23500 | -1000 | 22500 | |
| 400-320-351-00 | Engineering Expense | 0 | 1085 | 1085 | |
| 400-920-352-00 | Property Insurance | 53100 | 4400 | 57500 | |
| 400-920-999-00 | ADM Board-Billing Misc | 44000 | 7000 | 51000 | |
| 400-999-683-00 | Security Gate | 0 | 15241.73 | 15241.73 | to clean up acct |
| 400-999-140-00 | Island Ave 6" To Replace | 220000 | -102726.73 | 117273.27 | |
| | | | 0 | | |

Nestor/Thomas motioned to accept the Water Board Budget Revision FY 2024-2025 as presented. The motion carried.

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

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

June 12, 2025

Mr. G. E. McCabe - Director
West Virginia Emergency Management Division
1700 MacCorkle Avenue SE
6th Floor
Charleston, WV 25314

Re: City of Buckhannon Backup Generators and Transfer Switches Project
FEMA-DR-4273-WV-0036 Hazard Mitigation Grant Program (HMGP)
Project Closeout Request Letter

Dear Mr. McCabe,

On behalf of the City of Buckhannon (City), I am pleased to report that the City of Buckhannon Backup Generators and Transfer Switches Project, as identified in the FEMA-DR-4273-WV-0036 HMGP, is complete. The -0036 Project consisted of the installation of one (1) backup generator and automatic transfer switch for Raw Water Intake Building, (1) backup generator and automatic transfer switch for the Wastewater Treatment Plant and (1) backup generator and automatic transfer switch for the Public Safety Complex at a total cost of \$1,182,083.09.

The City of Buckhannon purchased and installed (via two (2) contractors) both the backup generators and automatic transfer switches at the following locations (Note – All site listed below are located in the City of Buckhannon’s Corporation Limits):

Contract No. 1 – Raw Water Intake Building near 10 Ohio Street
Latitude: 38.977625°
Longitude: -80.221622°

Contract No. 2 – Wastewater Treatment Plant at 295 Sewer Plant Road
Latitude: 39.006641°
Longitude: -80.215133°

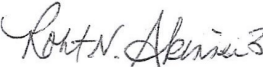
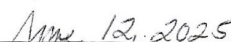
Contract No. 3 – Public Safety Complex at 22 South Florida Street
Latitude: 38.993130°
Longitude: -80.226418°

Having completed the HMGP Project in accordance with State and Federal guidelines, I hereby certify that the HMGP Project is complete and request final closeout.

Per the January 6, 2021 *Budget Revision Determination – FEMA-DR-4273-WV-0036 – Hazard Mitigation Grant Program (HMGP)*, which was a result of the City of Buckhannon’s October 12, 2020 *Change of Scope Request Letter No. 2 – Budget Revision No. 1* (an additional \$17,775.00), the September 3, 2021 *Change of Budget Approval (Generators) – FEMA-DR-4273-WV-0036 – Hazard Mitigation Grant Program (HMGP)*, which was a result of the City of Buckhannon’s May 11, 2021 *Change of Scope Request Letter No. 3 – Budget Revision No. 2* (an additional \$249,232.41) and the December 21, 2021 *Change of Budget Approval (Generators) – FEMA-DR-4273-WV-0036 – Hazard Mitigation Grant Program (HMGP)*, which was a result of the City of Buckhannon’s October 5, 2021 *Change of Scope Request Letter No. 4 – Budget Revision No. 3* (an additional \$62,467.45) requests, the grant budget was increased by \$329,474.86 from the initial \$874,520.00 budget to \$1,203,994.86 (a 37.675% increase). The increase in the grant budget was to account for additional railroad bore & jack crossing, railroad insurance costs, railroad permit fees, design costs of the (2) elevated steel platforms, increased costs for the (3) generators, (3) automatic transfer switches, cabling, conduit, perimeter security fence, and other miscellaneous material & equipment increase costs required at the (3) generator sites included in the project.

It should be noted that since the City of Buckhannon paid for all expenses “up front” and then requested reimbursement from FEMA, the WVEMD and the WVJDC per the agreements of the grant, no interest (\$0.00) was accrued on the FEMA-DR-4273-WV-0036 HMGP Grant.

The City of Buckhannon certifies that it expended \$1,182,083.09 of the total \$1,203,994.86 HMGP Grant amount, which is approximately 98.18% of the total grant amount, leaving \$21,911.77 available from the FEMA-DR-4273-WV-0036 HMGP Grant and that no funds (\$0.00) remain in its account that is related to the HMGP Grant.

Sincerely,

Robert N. Skinner, III
Mayor and Chair of Sanitary & Water Boards

Date

a. Monthly Water Department Report

CITY OF BUCKHANNON WATER DEPARTMENT
Monthly Report for MAY 2025

- Water leaks-3
- Weekly safety meetings.
- Locates
- Renewed service
- New Services-1
- Residential meters changed- 8
- Residential meters tested-0
- 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, hydrants, and leaks for past year.
- 62 million gallons of water treated for month of May at 2 million gallons a day.
- Cost per million gallons treated for May \$240.43
- 16,770 gallons of water hauled from plant.
- Off & On Reports / Customer service requests answered. - 240
- Non-Payments
- Continue to work on back-flow/cross-conn. Program.
- Tested city owned backflows
- Crew has finished installing all main water lines in the CMH development in Vicksburg.
- Installed security fencing around airport booster station.
- Started demo of old Tennerton booster station.
- CCR posted in Record Delta May 28th

b. Monthly Chemical Cost Summary Report –

Month: May-25

| | Monthly Total | Y-T-D |
|--------------------------|------------------|-------|
| Million Gallons Treated: | 62 | 765.5 |

| Total Chemical Treatment Cost: | | | 14907.03 | 235271 | |
|--------------------------------|-------|------|----------------------|-----------------|---------------|
| Cost per Million Gallons: | | | 240.4359 | 307.3429 | |
| | | | | | |
| Chemical | Cost | Unit | Amount Used (lbs) | Monthly Cost | Y-T-D Cost |
| Carbon | 2.76 | lb | 100 | 276 | 41538 |
| Chlorine | 1.39 | lb | 1380 | 1918.2 | 25923.54 |
| Fluoride | 2.2 | lb | 550 | 1210 | 8712 |
| KMnO4 | 3.65 | lb | 427.5 | 1560.375 | 22784.38 |
| NaMno4 | 1.4 | lb | | 0 | 0 |
| Lime | 0.23 | lb | 900 | 207 | 3162.5 |
| Premier Pac | 0.49 | lb | 12855 | 6298.95 | 72837.84 |
| Soda Ash | 0.470 | lb | 7000 | 3290 | 44362.25 |
| Sodium Hex | 2.93 | lb | 50 | 146.5 | 15950.5 |
| Smart-Phos | 14.16 | GAL | | 0 | 0 |
| | | | | 14907.03 | 235271 |

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 | 59,064,465 | 1,127,714 | 2,060,000 | 21,367,800 | 34,099,200 | 0.69% |
| May-25 | 61,968,954 | 1,203,391 | 40,000 | 21,302,900 | 30,267,100 | 14.77% |
| Jun-25 | | | | | | #DIV/0! |
| Totals: | 765,533,098 | 15,544,221 | 41,365,448 | 242,638,100 | 372,661,800 | 12.19% |

d. Update on CMH Development Pipeline Project – As noted in the Monthly Water Department Report, our crews have finished installing all main lines in the CMH development in Vicksburg. We have also installed the existing services and are on hold until new housing is built.

e. Update Generator Install at Airport Booster Station – As noted in the Monthly Water Department Report, we have installed security fencing around the Airport Booster Station.

f. Consumer Confidence Report (CCR) posted in Record Delta May 2025 - Noted in the Monthly Water Department Report. City of Buckhannon website:
<https://buckhannonwv.org/residents/buckhannon-water-department/>

Mr. Nestor led a discussion on the ups and downs of water usage and the monthly cost of treating water. He asked about a report on the annual usage and cost of treatment, broken down month by month for comparison purposes. Mr. Rolenson will look into providing this.

9. Old Business Discussions:

a. Water Treatment Plant Project – Ethan Crosten provided a summary of items that we are awaiting from various parties. Amberle Jenkins mentioned ongoing conversations, suggesting that we may need to explore interim financing options. Shane Whitehair reported on the meetings that have started to be held between the professional services to keep all items aligned and on schedule. Mrs. Jenkins mentioned that we will likely have our first rate increase within the next 12 months. Recorder Sanders spoke about the public relations aspect of the project, particularly the rate increase.

10. New Business Discussions:

a. Bid Opening Results-Commercial Real Estate Appraisal Services – Mr. Crosten reported that we received one (1) bid, which was from Vandalia Real Estate for a total of \$8,250. A discussion took place. City Engineer Jay Hollen, noted that he will review the bid package next week to ensure all specifications are being met.

**REQUEST FOR PROPOSAL
FOR
COMMERCIAL REAL ESTATE APPRAISAL SERVICES
FOR
THE CITY OF BUCKHANNON**

Notice is hereby given that the City of Buckhannon (City) is issuing this Request for Proposal (RFP) for commercial real estate appraisal services on two (2) properties located within the City's Corporation Limits.

Appraisal firms / individual appraisers are solely responsible for ensuring that their respective proposal is received by the City received no later than 1:00 PM EST on Wednesday, June 11, 2025 at the following address:

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

Attention: Ethan G. Crosten – Director of Public Works
ethan.crosten@buckhannonwv.org

All interested companies should contact Ethan G. Crosten (Director of Public Works for the City) at (304) 472-1651, extension 1000 for additional proposal information, including information on how to obtain the RFP. All clarifications, questions or comments regarding the contracts must be submitted in writing and either mailed, faxed or emailed to the address listed above. No clarifications and questions shall be accepted after 12:00 PM EST on May 30, 2025.

The City reserves the right to reject any and all bids, to award the appraisal project to an appraisal firm or individual other than the apparent low bidder and to waive any informalities or irregularities in any proposal. In addition, the City also reserves the right to terminate the appraisal project at any time due to noncompliance with the City of Buckhannon's expectations and requirements.

Acceptance of any proposal submitted pursuant to the RFP shall not constitute any implied intent to enter into a contract.

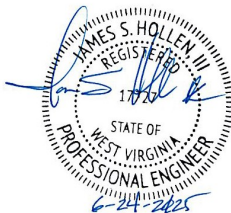
The proposal award, if any, shall be made to the appraisal firm or individual who, in the City's sole discretion, is best able to perform the required commercial real estate appraisal services in a manner most beneficial to the City.

Honorable Robert N. Skinner, III – Mayor
City of Buckhannon

Bid Opening Sign-In and Results Sheet 06/11/2025 1:00PM

| Name | Company | Email Address | Contact Phone Number | Bid Bond Included (Y/N) | Base Bid Amount |
|------------------------------------|-------------|---------------|----------------------|-------------------------|------------------------|
| Eliott Davis Hand Delivered Bid | VANDALIA | | | | \$8,250. ⁰⁰ |
| | REAL ESTATE | | | | |
| Barb Hinkle | City | | | | |
| Tommy Rolenson | City | | | | |
| Ethan Crooken | City | | | | |
| | | | | | |
| | | | | | |

Note:
Upon review of the received bids, it appears as if Vandalia is the apparent low bidder depending on review of the specifications.
Real Estate



Nestor/Thomas motioned to accept the big as presented, provided that it is determined that all specs have been met. 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-April 2025
 - b. Adrian P.S.D. Meeting Minutes-April 2025
 - c. Elkins Road P.S.D. Meeting Minutes-April 2025 & Budget FY 25/26
 - d. Hodgesville P.S.D. Meeting Minutes-February, March. April 2025 – Mr. Nestor noted that a major water leak was reported in their minutes, and if it had been fixed. Mrs. Jenkins reported that it had.

The P.S.D.’s meeting minutes were distributed to the board members as information sharing between the COB and the P.S.D’s.

e. Kelly Arnold Received The George Fuller Award at the American Water Works Association Awards Ceremony

BUCKHANNON, WV – On Tuesday, May 20, 2025, during the American Water Works Association (AWWA) awards ceremony held in Canaan Valley, Kelly Arnold, retiring Superintendent of the City of Buckhannon’s Water Department, was presented with the esteemed George Warren Fuller Award—the highest individual honor in the water industry.

According to the AWWA, “George Warren Fuller Awards are presented annually by the American Water Works Association to the sections’ respective selected members for their distinguished service to the water supply field, in commemoration of the sound engineering skill... the brilliant diplomatic talent... and the constructive leadership which characterized the life of George Warren Fuller.”

Mayor Robbie Skinner, along with members of the City Council, the City of Buckhannon Water Board, and all employees of the City of Buckhannon, extend heartfelt congratulations to Mr. Arnold for this remarkable and well-earned recognition. His enduring commitment to the water profession and our community stands as a model of public service.

Mr. Arnold began his career with the City in 1988 as a line crew laborer. Over the past 36 years, he earned his Class IV Water Plant Operator License and has served as Water Department Superintendent since 2010. Under his leadership, the department has undergone significant modernization, with numerous upgrades and innovations that have extended the life and performance of the water treatment facility.

Kelly Arnold will retire later this year, leaving a legacy of dedication, expertise, and lasting impact on the City of Buckhannon and its water infrastructure.



f. Carter Roag Coal Company Permit Number: 0003185 Letter of Concern No. 1 – City Engineer, Jay Hollen, provided an overview of a letter he has prepared, and the City Attorney is reviewing, noting the City’s concerns about a new permit that the Carter Roag Coal Company is seeking. No action was necessary.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

June 16, 2025

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 Number: 0003185
Coal Refuse Disposal Area
City of Buckhannon Letter of Concern No. 1**

Dear Ms. Corley,

Per the June 5, 2025 Legal Advertisement in *The Inter-Mountain* newspaper, the City of Buckhannon (City) is submitting this Letter of Concern regarding future mining activities at the Carter Roag Coal Company’s (CRCC) existing and/or proposed mine(s) located approximately 4.3 miles east of Helvetia, West Virginia.


Per the Legal Advertisement, CRCC is monitoring, maintaining and/or operating a coal refuse disposal area that is/may be discharging into the Left Fork of the Buckhannon River, the Dry Run of the Left Fork of the Buckhannon River, the Left Fork of an Unnamed Tributary of the Left Fork of the Buckhannon River, and all of the Tygart Valley River of the Monongahela River.

The City’s main concern is what type of health & safety precautions will be taken once the monitoring, maintaining and/or operating of the coal refuse disposal area resume, including, but not limited to, the following:

- What type of protective measures will CRCC take to prevent potential coal refuse disposal area spillages into the above-referenced streams and rivers that ultimately lead to the Water Department’s Raw Water Intake structure once the monitoring, maintaining and/or operating of the coal refuse disposal area(s) resume in the future?
- What type of impoundment and/or sediment control structures will CRCC employ to prevent any coal refuse disposal area(s) spillages into the waterways?
- How far from the nearest waterway that ultimately discharges into the Buckhannon River is CRCC’s current coal refuse disposal area(s)?
- What type of notification system (automated? Direct call to the Water Department’s Water Treatment Plant?) has been/will be incorporated so that the City and the Water Department are aware of any future spills from CRCC’s existing facilities, including the coal refuse disposal area(s)?

The City raises these questions because the Water 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 and necessary precautions need to be in place to protect these areas’ only source of potable water.

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
City Engineer

Attachments: WVDEP Permit No. O003185 Legal Advertisement from *The Inter-Mountain* newspaper, dated June 5, 2025

- c: Larry Kade – WVDEP
- Robert N. Skinner, III – Mayor
- Members of the City Council
- Members of the Water Board
- Ethan Crosten – Director of Public Works
- Kelly Arnold – Water Department Superintendent
- City – Engineering Files

12. Board Members’ Remarks and Announcements - Mr. Nestor noted that he is appreciative of everyone’s efforts, and Mr. Thomas is pleased with our progress on the new Water Plant project. No additional comments were made.

13. Declaration of Adjournment

At 8:07 a.m., Nestor motioned to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____