

City of Buckhannon Water Board
Meeting Agenda
7:30 AM Thursday, November 13, 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: 10/09/2025
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. Financial Report – Director of Finance, Amberle Jenkins
8. Department Report – Water Department Superintendent, Tom Rolenson
 - a. Monthly Water Department Report
 - b. Monthly Chemical Cost Summary Report
 - c. Monthly Unaccounted Water Loss Report
9. Old Business Discussions:
 - a. Water Treatment Plant Replacement Project
 - i. Approval Requisition No. 1 for Payment from Series 2025 Note Project Fund
 - ii. Approval Resolution 2025-11 Authorizing Payment RFP #1 Invoices Relating to Services funded in part by WV Infrastructure & Jobs Development Council (IJDC)
 - iii. Approval Sweep Resolution 2025-12 Monthly Debt Service Payments on the Bonds to the WV Municipal Bond Commission
 - iv. Authorize Region VII Planning & Development Control of Checks for the WTP Project
 - v. Public Notice of Change in Rates Tariff Form No. 12
10. New Business Discussions:
 - a. Approval Purchase John Deere Compact Track Loader through Sourcewell Cooperative Program
11. Report of Events, Correspondence, and Information
 - a. Mt. Hope Water Association Meeting Minutes-September & October 2025
 - b. Adrian P.S.D. Meeting Minutes-September 2025
 - c. Elkins Road P.S.D. Meeting Minutes-October 2025
 - d. Notice of Public Hearing Sent to All Customers of the COB Water Board re; New Water Rates
 - e. Letter RE: Outage Notification Plan Requirement by WV Public Service Commission
12. Board Members' Remarks and Announcements
13. Declaration of Adjournment

Revised 11/10/25

This agenda is certified by Mayor Robbie Skinner on November 7, 2025. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/234619757>, or by phone, call: +1 (872) 240-3212, access code: 234-619-757.