

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

A regular meeting of the Buckhannon Water Board was held on Thursday, March 12, 2026, 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 - GTM |
| Scott Randall | Board Member | Present |
| Don Nestor | Board Member | Present - GTM |
| Erasmio Rizo | Board Member | Present |
| Tom Rolenson | Water Department Superintendent | Present |
| Jay Hollen | City Engineer | Present - GTM |
| Ethan Crosten | Director of Public Works | Present |
| Amberle Jenkins | Asst. Recorder/Director of Finance | Present |
| Barbara Hinkle | City Hall Office Manager | Present |

Media: None

Guests: Shane Whitehair – Region VII; Todd Dingess, Smith Cochran Hicks, PLLC-GTM; Tim Ball, Potesta & Associates-GTM;

*City of Buckhannon Water Board
Meeting Agenda
7:30 AM Thursday, March 12, 2026
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: 02/12/2026
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. Review & Approval for Payment Water Project Invoices-Resolution 2026-06
 - ii. Letter of Authorization to Submit USDA Application
10. New Business Discussions:
 - a. Approval/Authorization to Participate with Partner Auction Services For Sale of Miscellaneous Surplus Equipment
11. Report of Events, Correspondence, and Information
 - a. P.S.D.'s Meeting Minutes
 - b. Resolution No. 2026-05 Submission of Application to the Appalachian Regional Commission (ARC) for Funding Assistance Water Treatment Plant Replacement Project (Approved by City Council on 03/03/26)
12. Board Members' Remarks and Announcements
13. Declaration of Adjournment

This agenda was certified by Mayor Robbie Skinner on March 5, 2026. 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 7:33 a.m., Mayor Robbie Skinner called the meeting 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 the Pledge of Allegiance.

4. Approval of Previous Meeting Minutes: 02/12/2026 – Mayor Skinner recognized that the meeting minutes of February 12, 2026, were available for consideration and asked for corrections or approval as presented.

Rizo / Nestor moved to approve the February 12, 2026, meeting minutes as presented. The motion carried.

5. Public Comment—Motion to Open & Close Requested – No public comment was offered.

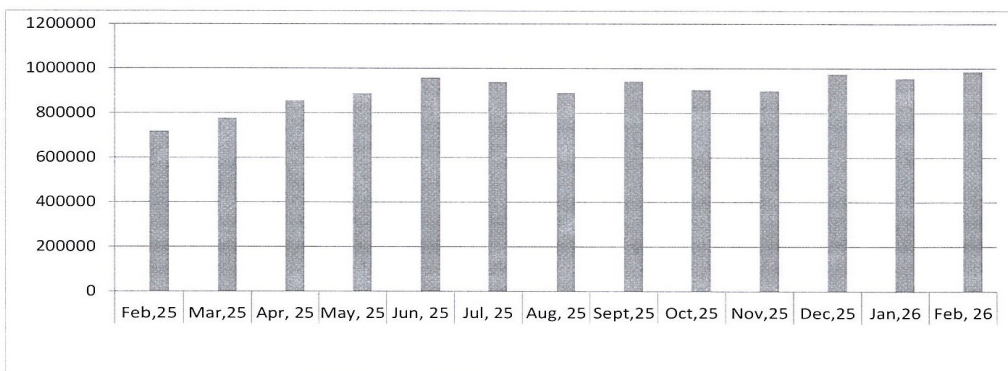
6. Recognition of Guests – Mayor Skinner recognized Todd Dingess of Smith Cochran Hicks (GTM), Tim Ball of Potesta & Associates (GTM), and Shane Whitehair of Region VII, who were in attendance.

7. Financial Report—Director of Finance, Amberle Jenkins – Mrs. Jenkins provided the February 2026 Financial Report for the Board. Board member Don Nestor reviewed the current revenue performance across the Public Service Districts. He noted that all districts except Mt. Hope are meeting or exceeding their budgeted revenue levels for the year. He stated that Mt. Hope may be drawing less water due to ongoing leak repairs, which could account for its lower revenue. Nestor also addressed the legal and engineering expenses associated with the new Water Treatment Plant project. He explained that while these costs appear high in the current period, many of them are expected to be capitalized as part of the overall plant project cost once the financial statements are finalized.

Mrs. Jenkins added that the accountant has confirmed these capitalizations will be recorded at that time, and that all other financial indicators remain in good order.

**WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

| | |
|--|---------------------|
| Balance February, 2026 | |
| Money market & checking | \$ 1,091,981.37 |
| | |
| The two Working Capital CD's to WV Board of Treasury Investment | \$374,274.14 |
| | |
| CD Renewed 10-8-25 3.78%(Peoples) | \$296,574.86 |
| | |
| CD 348383 renewed 9-11-25 Citizens 4% | \$275,294.74 |
| | |
| Savings 2%Depreciation .05% | \$ 1,524.77 |



Money Market and Checking Trend
Note: Bond Payments began March 2017 \$22752 per mth.

Water Project Fund \$5,007,432.89
Note: BAN note payment is \$19,489 per month

400-WATER

% OF YEAR COMPLETED: 66.67

| REVENUES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|------------------|-------------------|---------------------|------------------|-------------------|--------------|
| UTILITY BILLINGS | | | | | | |
| 400-350-000-00 RESIDENTIAL SALES | 1,000,000 | 111,705.47 | 747,428.57 | 0.00 | 252,571.43 | 74.74 |
| 400-350-000-01 COMMERCIAL/INDUSTRIAL SAL | 625,000 | 63,992.50 | 489,485.87 | 0.00 | 135,514.13 | 78.32 |
| 400-350-000-03 PRIVATE FIRE PROTECTION | 16,000 | 1,447.50 | 11,600.00 | 0.00 | 4,400.00 | 72.50 |
| 400-350-000-04 PUBLIC FIRE PROTECTION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL UTILITY BILLINGS | 1,641,000 | 177,145.47 | 1,248,514.44 | 0.00 | 392,485.56 | 76.08 |
| OUTSIDE DISTRICTS | | | | | | |
| 400-360-000-00 MT HOPE WATER (MASTER MET | 200,000 | 17,086.27 | 116,718.02 | 0.00 | 83,281.98 | 58.36 |
| 400-360-000-01 HODGESVILLE PSD (MASTER M | 264,000 | 39,393.07 | 236,499.32 | 0.00 | 27,500.68 | 89.58 |
| 400-360-000-02 ELKINS ROAD PSD (MASTER M | 200,000 | 21,805.34 | 160,265.09 | 0.00 | 39,734.91 | 80.13 |
| 400-360-000-03 ADRIAN PSD (MASTER METER) | 273,000 | 36,933.90 | 244,411.15 | 0.00 | 28,588.85 | 89.53 |
| TOTAL OUTSIDE DISTRICTS | 937,000 | 115,218.58 | 757,893.58 | 0.00 | 179,106.42 | 80.89 |
| 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 | 75,000.00 | 0.00 | 0.00 | 100.00 |
| 400-368-000-00 TAP FEES | 10,500 | 0.00 | 1,500.00 | 0.00 | 9,000.00 | 14.29 |
| 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 | 24,000 | 0.00 | 24,004.44 | 0.00 | 4.44 | 100.02 |
| 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 | 109,500 | 0.00 | 100,504.44 | 0.00 | 8,995.56 | 91.78 |
| INTRAFUND CONTR/CHARGES | | | | | | |
| 400-370-000-01 LATE CHARGES | 21,600 | 2,654.24 | 19,732.01 | 0.00 | 1,867.99 | 91.35 |
| 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 | 750.00 | 4,000.00 | 0.00 | 600.00 | 117.65 |
| 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 | 25,000 | 3,404.24 | 23,732.01 | 0.00 | 1,267.99 | 94.93 |
| 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 | 500 | 0.00 | 3,912.75 | 0.00 | 3,412.75 | 782.55 |
| 400-399-000-00 MISC. NONOPERATING INCOME | 33,000 | 5,126.65 | 46,931.88 | 0.00 | 13,931.88 | 142.22 |
| TOTAL OTHER REVENUE | 33,500 | 5,126.65 | 50,844.63 | 0.00 | 17,344.63 | 151.78 |
| TOTAL REVENUE | 2,746,000 | 300,894.94 | 2,181,489.10 | 0.00 | 564,510.90 | 79.44 |

400-WATER

% OF YEAR COMPLETED: 66.67

| 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 | 4,613.82 | 18,273.96 | 0.00 | 6,726.04 | 73.10 |
| 400-601-226-00 PAYROLL OVERHEAD (FICA,RE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 25,000 | 4,613.82 | 18,273.96 | 0.00 | 6,726.04 | 73.10 |
| COMMODITIES | | | | | | |
| 400-601-342-00 MAINTENANCE RIVER INTAKE& | 4,400 | 0.00 | 215.51 | 0.00 | 4,184.49 | 4.90 |
| 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 | 0.00 | 0.00 | 4,000.00 | 0.00 |
| 400-601-399-00 WATERSHED, DAM MISC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL COMMODITIES | 8,400 | 0.00 | 215.51 | 0.00 | 8,184.49 | 2.57 |
| TOTAL RESERVIOR MANGMT DAM | 33,400 | 4,613.82 | 18,489.47 | 0.00 | 14,910.53 | 55.36 |
| WATER PLANT | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 400-642-103-00 WATER PUMPERS SALARIES | 454,000 | 31,239.50 | 295,427.69 | 0.00 | 158,572.31 | 65.07 |
| 400-642-104-00 FICA TAX | 34,731 | 2,393.11 | 22,633.51 | 0.00 | 12,097.49 | 65.17 |

400-WATER

% OF YEAR COMPLETED: 66.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|------------------|------------------|---------------------|------------------|-------------------|--------------|
| 400-642-105-00 HEALTH INSURANCE | 51,000 | 3,527.92 | 34,448.10 | 0.00 | 16,551.90 | 67.55 |
| 400-642-106-00 RETIREMENT | 40,860 | 2,811.56 | 25,809.70 | 0.00 | 15,050.30 | 63.17 |
| 400-642-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 580,591 | 39,972.09 | 378,319.00 | 0.00 | 202,272.00 | 65.16 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-642-211-00 UTILITIES - ELEC, GAS, PH | 138,000 | 28,263.19 | 114,589.29 | 0.00 | 23,410.71 | 83.04 |
| 400-642-221-00 TRAINING & CONTINUED EDUC | 2,500 | 75.00 | 165.00 | 0.00 | 2,335.00 | 6.60 |
| 400-642-226-00 UNEMPLOYMENT/COMPENSATION | 7,000 | 301.08 | 2,850.29 | 0.00 | 4,149.71 | 40.72 |
| TOTAL CONTRACTUAL SERVICES | 147,500 | 28,639.27 | 117,604.58 | 0.00 | 29,895.42 | 79.73 |
| COMMODITIES | | | | | | |
| 400-642-341-00 OFFICE EXPENSE | 3,000 | 93.45 | 1,449.89 | 0.00 | 1,550.11 | 48.33 |
| 400-642-342-00 MAINT TREATMENT PLANT BLD | 5,000 | 170.96 | 1,538.94 | 0.00 | 3,461.06 | 30.78 |
| 400-642-343-00 VEHICLE MAINTENANCE | 2,000 | 0.00 | 26.99 | 0.00 | 1,973.01 | 1.35 |
| 400-642-343-01 PLANT VEHICLE FUEL | 5,500 | 128.17 | 1,383.45 | 0.00 | 4,116.55 | 25.15 |
| 400-642-344-00 GENERAL EQUIPMENT MAINTEN | 20,000 | 5,740.28 | 13,356.29 | 0.00 | 6,643.71 | 66.78 |
| 400-642-345-00 UNIFORMS PERSONAL SAFETY | 6,000 | 629.95 | 5,192.78 | 0.00 | 807.22 | 86.55 |
| 400-642-346-00 MAINT TREATMENT PLANT EQU | 81,000 | 2,340.65 | 36,681.61 | 500.00 | 43,818.39 | 45.90 |
| 400-642-347-00 PLANT LAB MAINT & SUPPLIE | 15,000 | 496.32 | 7,234.06 | 152.83 | 7,613.11 | 49.25 |
| 400-642-348-00 CHEMICAL COSTS | 270,000 | 10,024.00 | 178,577.04 | 7,469.50 | 83,953.46 | 68.91 |
| 400-642-349-00 COMPLIANCE MONITORING | 27,000 | 968.09 | 4,970.89 | 0.00 | 22,029.11 | 18.41 |
| 400-642-350-00 TELEMETRY COSTS | 19,000 | 0.00 | 26,441.48 | 0.00 | (7,441.48) | 139.17 |
| 400-642-399-00 PLANT MISCELLANEOUS | 3,000 | 0.00 | 1,407.37 | 0.00 | 1,592.63 | 46.91 |
| TOTAL COMMODITIES | 456,500 | 20,591.87 | 278,260.79 | 8,122.33 | 170,116.88 | 62.73 |
| 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 | 1,184,591 | 89,203.23 | 774,184.37 | 8,122.33 | 402,284.30 | 66.04 |

WATER NEW PLANT PROJ
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| | | | | | | |
|--|---------------|-------------|-------------------|-------------|---------------------|---------------|
| COMMODITIES | | | | | | |
| 400-643-350-00 NEW PLANT PROFESSIONAL SE | 75,000 | 0.00 | 101,422.36 | 0.00 | (26,422.36) | 135.23 |
| TOTAL COMMODITIES | 75,000 | 0.00 | 101,422.36 | 0.00 | (26,422.36) | 135.23 |
| TOTAL WATER NEW PLANT PROJ | 75,000 | 0.00 | 101,422.36 | 0.00 | (26,422.36) | 135.23 |

WATER LINES
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| | | | | | | |
|--|---------|-----------|------------|------|------------|-------|
| SALARIES & BENEFITS | | | | | | |
| 400-660-103-00 T & D LINE CREW SALARIES | 489,500 | 35,925.12 | 330,852.64 | 0.00 | 158,647.36 | 67.59 |
| 400-660-103-10 LABOR&BENEFITS CAPITALIZE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-660-104-00 FICA TAX | 56,247 | 2,757.44 | 25,421.13 | 0.00 | 30,825.87 | 45.20 |

400-WATER

% OF YEAR COMPLETED: 66.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|------------------|------------------|---------------------|------------------|-------------------|--------------|
| 400-660-105-00 HEALTH INSURANCE | 120,000 | 6,422.55 | 86,988.11 | 0.00 | 33,011.89 | 72.49 |
| 400-660-106-00 RETIREMENT | 65,350 | 3,233.27 | 28,998.02 | 0.00 | 36,351.98 | 44.37 |
| 400-660-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 731,097 | 48,338.38 | 472,259.90 | 0.00 | 258,837.10 | 64.60 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-660-211-00 UTILITIES - ELEC,GAS,PHON | 38,000 | 3,348.39 | 14,542.85 | 0.00 | 23,457.15 | 38.27 |
| 400-660-221-00 TRAINING & CONTINUED EDUC | 3,000 | 0.00 | 525.00 | 0.00 | 2,475.00 | 17.50 |
| 400-660-226-00 UNEMPLOYMENT/COMPENSATION | 13,000 | 602.16 | 5,680.10 | 0.00 | 7,319.90 | 43.69 |
| TOTAL CONTRACTUAL SERVICES | 54,000 | 3,950.55 | 20,747.95 | 0.00 | 33,252.05 | 38.42 |
| COMMODITIES | | | | | | |
| 400-660-341-00 OFFICE EXPENSE | 5,000 | 657.47 | 4,388.56 | 0.00 | 611.44 | 87.77 |
| 400-660-342-00 MAINTENANCE GARAGE BLDG | 4,500 | 0.00 | 1,679.21 | 0.00 | 2,820.79 | 37.32 |
| 400-660-343-00 VEHICLE MAINTENANCE | 9,000 | 43.11 | 4,877.14 | 877.06 | 3,245.80 | 63.94 |
| 400-660-343-01 LINE VEHICLE FUEL | 15,000 | 583.74 | 8,865.46 | 0.00 | 6,134.54 | 59.10 |
| 400-660-344-00 GENERAL EQUIPMENT MAINTEN | 17,000 | 417.74 | 11,088.91 | 0.00 | 5,911.09 | 65.23 |
| 400-660-345-00 UNIFORMS-PERSONAL SAFETY | 7,000 | 629.90 | 5,120.33 | 0.00 | 1,879.67 | 73.15 |
| 400-660-347-00 BOOSTER PUMP BLDG EQUIP M | 20,000 | 0.00 | 1,620.85 | 0.00 | 18,379.15 | 8.10 |
| 400-660-348-00 DISTRIBUTION TANK MAINTEN | 5,000 | 253.60 | 265.59 | 0.00 | 4,734.41 | 5.31 |
| 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) | 1,510 | 0.00 | 1,509.60 | 0.00 | 0.40 | 99.97 |
| 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 | 7,473.91 | 49,009.63 | 0.00 | 100,990.37 | 32.67 |
| 400-660-353-00 MAPPING & LINE LOCATING E | 8,000 | 492.20 | 7,293.98 | 0.00 | 706.02 | 91.17 |
| 400-660-354-00 FIRE SERVICE MATERIALS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL COMMODITIES | 242,010 | 10,551.67 | 95,719.26 | 877.06 | 145,413.68 | 39.91 |
| NON-OPERATING EXPENSES | | | | | | |
| 400-660-999-00 TRAN DISTRIB MISCELLANEOU | 1,500 | 0.00 | 450.92 | 0.00 | 1,049.08 | 30.06 |
| TOTAL NON-OPERATING EXPENSES | 1,500 | 0.00 | 450.92 | 0.00 | 1,049.08 | 30.06 |
| TOTAL WATER LINES | 1,028,607 | 62,840.60 | 589,178.03 | 877.06 | 438,551.91 | 57.36 |

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 |

400-WATER

% OF YEAR COMPLETED: 66.67

| 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 | 1,200.00 | 10,400.00 | 0.00 | 6,400.00 | 61.90 |
| 400-920-103-00 AD & GE OFFICE SALARIES | 231,000 | 15,373.73 | 137,814.90 | 0.00 | 93,185.10 | 59.66 |
| 400-920-104-00 FICA TAX | 19,000 | 1,268.42 | 11,345.03 | 0.00 | 7,654.97 | 59.71 |
| 400-920-105-00 HEALTH INSURANCE | 24,000 | 1,625.46 | 16,572.56 | 0.00 | 7,427.44 | 69.05 |
| 400-920-106-00 RETIREMENT | 22,302 | 1,352.20 | 12,139.70 | 0.00 | 10,162.30 | 54.43 |
| 400-920-109-00 ADJUST COMPENSATED ABSENC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL SALARIES & BENEFITS | 313,102 | 20,819.81 | 188,272.19 | 0.00 | 124,829.81 | 60.13 |
| CONTRACTUAL SERVICES | | | | | | |
| 400-920-211-00 UTILITIES - ELEC,GAS,PHON | 2,000 | 224.70 | 1,496.77 | 0.00 | 503.23 | 74.84 |
| 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 | 227.74 | 1,893.51 | 0.00 | 706.49 | 72.83 |
| 400-920-232-00 BOND ANNUAL FEE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 5,100 | 452.44 | 3,390.28 | 0.00 | 1,709.72 | 66.48 |
| COMMODITIES | | | | | | |
| 400-920-341-00 MATERIALS & SUPPLIES EXPE | 60,000 | 6,036.34 | 36,255.27 | 0.00 | 23,744.73 | 60.43 |
| 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 & REWT-OFFICE | 10,950 | 10,950.00 | 10,950.00 | 0.00 | 0.00 | 100.00 |
| 400-920-349-00 AUDITING EXPENSE | 9,500 | 0.00 | 6,091.25 | 0.00 | 3,408.75 | 64.12 |
| 400-920-350-00 PROFESSIONAL & LEGAL EXPE | 24,751 | 2,879.17 | 25,162.53 | 0.00 | 411.53 | 101.66 |
| 400-920-351-00 ENGINEERING EXPENSE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-920-352-00 PROPERTY INSURANCE | 53,100 | 0.00 | 36,541.01 | 0.00 | 16,558.99 | 68.82 |
| 400-920-353-00 PSC ASSESSMENTS | 7,700 | 0.00 | 7,645.20 | 0.00 | 54.80 | 99.29 |
| 400-920-369-00 CUSTOMER DEP INTEREST PAI | 250 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| TOTAL COMMODITIES | 166,251 | 19,865.51 | 122,645.26 | 0.00 | 43,605.74 | 73.77 |

400-WATER

% OF YEAR COMPLETED: 66.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| CAPITAL OUTLAY | | | | | | |
| 400-920-459-00 CAPITAL OUTLAY OFFICE | 20,000 | 0.00 | 440.75 | 0.00 | 19,559.25 | 2.20 |
| TOTAL CAPITAL OUTLAY | 20,000 | 0.00 | 440.75 | 0.00 | 19,559.25 | 2.20 |
| 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 | 81,000 | 4,676.11 | 47,932.39 | 0.00 | 33,067.61 | 59.18 |
| TOTAL NON-OPERATING EXPENSES | 81,000 | 4,676.11 | 47,932.39 | 0.00 | 33,067.61 | 59.18 |
| TOTAL OFFICE/ADMIN | 585,453 | 45,813.87 | 362,680.87 | 0.00 | 222,772.13 | 61.95 |
| 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 | 22,321.63 | 179,748.69 | 0.00 | 90,651.31 | 66.48 |
| 400-970-221-01 WATER BOND 2016 RESERVE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CONTRACTUAL SERVICES | 270,400 | 22,321.63 | 179,748.69 | 0.00 | 90,651.31 | 66.48 |
| COMMODITIES | | | | | | |
| 400-970-331-00 BOND PYMT \$6M LOAN PHASE | 165,655 | 19,488.90 | 87,700.05 | 0.00 | 77,954.95 | 52.94 |
| TOTAL COMMODITIES | 165,655 | 19,488.90 | 87,700.05 | 0.00 | 77,954.95 | 52.94 |
| TOTAL BOND PAYMENTS | 436,055 | 41,810.53 | 267,448.74 | 0.00 | 168,606.26 | 61.33 |
| CAPITAL/PROJECTS | | | | | | |
| 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-140-01 MEADE ST / CENTRAL | 50,000 | 0.00 | 2,091.71 | 0.00 | 47,908.29 | 4.18 |
| 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-WATER

% OF YEAR COMPLETED: 66.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 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 | 129,000 | 0.00 | 2,091.71 | 0.00 | 126,908.29 | 1.62 |
| 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 75,000 | 0.00 | 75,000.00 | 0.00 | 0.00 | 100.00 |
| 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 | 30,000 | 663.12 | 3,098.63 | 0.00 | 26,901.37 | 10.33 |
| 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 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 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 | 31,100 | 255.69 | 19,327.83 | 0.00 | 11,772.17 | 62.15 |

400-WATER

% OF YEAR COMPLETED: 66.67

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| 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 | 30,000 | 0.00 | 2,905.00 | 0.00 | 27,095.00 | 9.68 |
| 400-999-682-08 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-682-09 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 400-999-682-10 VICKSBURG LINE UPGRADE | 45,000 | 0.00 | 0.00 | 0.00 | 45,000.00 | 0.00 |
| 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 | 0.00 | 0.00 | 0.00 | 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 | 211,100 | 918.81 | 100,331.46 | 0.00 | 110,768.54 | 47.53 |
| TOTAL CAPITAL/PROJECTS | 340,100 | 918.81 | 102,423.17 | 0.00 | 237,676.83 | 30.12 |
| TOTAL EXPENDITURES | 3,683,206 | 245,200.86 | 2,215,827.01 | 8,999.39 | 1,458,379.60 | 60.40 |
| REVENUE OVER/(UNDER) EXPENDITURES | (937,206) | 55,694.08 | (34,337.91) | (8,999.39) | (893,868.70) | 4.62 |

FEBRUARY 2026 WATER PAYMENT OF BILLS

\$10,024.00 – PHOENIX SOLUTIONS – CHEMICAL COSTS

\$4,991.32 – FERGUSON WATERWORKS – 6” HYMAX, PVC PIPE, BRASS SADDLE

\$10,000.00 – CITY OF BUCKHANNON – FY 2025-26 RENT

\$2,647.80 – CORE & MAIN – NEPTUNE 360 SUBSCRIPTION

\$85,662.00 – POTESTA & ASSOCIATES – NEW WTP DESIGN & SPECIAL SERVICES

\$3,531.25 – STEPTOE & JOHNSON – LEGAL SERVICES

\$802,500.00 -UPSHUR COUNTY CIRCUIT CLERK – WATER TREATMENT PLANT
CONDEMNATION ESTIMATE OF JUST COMPENSATION

03-11-2026 09:17 AM DISBURSEMENTS 02-01-26 TO 02-28-26 PAGE: 14

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|----------------------|------------------------------|------------|----------------------|----------------------------|-----------|
| RESERVIOR MANGMT DAM | MON POWER | 601-211-00 | UTILITIES - ELEC,GAS | 110 088 822 306 OHIO LIFT | 2,506.00 |
| | | 601-211-00 | UTILITIES - ELEC,GAS | 110 136 713 804 EWMS 262TL | 54.60 |
| | | 601-211-00 | UTILITIES - ELEC,GAS | 110 088 822 306 OHIO LIFT | 1,998.96 |
| | | 601-211-00 | UTILITIES - ELEC,GAS | 110 136 713 804 EWMS 262TL | 54.26 |
| | | | TOTAL: | | 4,613.82 |
| WATER PLANT | MON POWER | 642-211-00 | UTILITIES - ELEC, GA | 110 087 859 879 NEW WATR T | 12,704.58 |
| | | 642-211-00 | UTILITIES - ELEC, GA | 110 087 859 879 NEW WATR T | 12,796.45 |
| | CAVCON SYSTEMS INC | 642-346-00 | MAINT TREATMENT PLAN | AUMA CONTROL UNIT | 2,336.70 |
| | A F WENDLING INC | 642-347-00 | PLANT LAB MAINT & SU | FOAM CUPS | 54.47 |
| | RITE-WAY HEATING & PLUMBING | 642-346-00 | MAINT TREATMENT PLAN | PVC CAP | 3.95 |
| | ENCOVA INSURANCE | 642-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 1.2.26-2.1.26 | 301.08 |
| | AMERICAN WATER WORKS ASSOC | 642-344-00 | GENERAL EQUIPMENT MA | M65 MANUAL | 120.25 |
| | WV PUBLIC EMPLOYEES INSURANC | 642-105-00 | HEALTH INSURANCE | WATER FEB 2026 HEALTH INS | 3,454.92 |
| | | 642-105-00 | HEALTH INSURANCE | WATER FEB 2026 RETIREES | 60.00 |
| | MOUNTAINEER GAS COMPANY | 642-211-00 | UTILITIES - ELEC, GA | 356643-423105 WOOD ST | 421.89 |
| | | 642-211-00 | UTILITIES - ELEC, GA | 265523-309439 WOOD ST NEW | 1,162.15 |
| | LOWES BUSINESS ACCOUNTS/SYNC | 642-342-00 | MAINT TREATMENT PLAN | LIGHTS-CHEM FEED RM | 170.96 |
| | WV DEPT OF HEALTH | 642-349-00 | COMPLIANCE MONITORIN | WTR TST FLRDE 2.10.26 | 20.00 |
| | WV PUBLIC EMPLOYEES RETIREME | 642-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 653.40 |
| | | 642-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 689.04 |
| | | 642-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 763.83 |
| | | 642-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 705.29 |
| | PHOENIX SOLUTIONS LLC | 642-348-00 | CHEMICAL COSTS | PPAC,SODA ASH,FLRDE CHMCL | 10,024.00 |
| | OFFICE OF WATER PROGRAMS CA | 642-221-00 | TRAINING & CONTINUED | PCRD-SM WAT SYS OPERATIONS | 75.00 |
| | WALMART STORES INC -BUCKHANN | 642-347-00 | PLANT LAB MAINT & SU | PCRD-ALCOHOL FOR LAB | 43.78 |
| | | 642-347-00 | PLANT LAB MAINT & SU | PCRD-SCRUB SPONGE LIQ PLUM | 208.51 |
| | | 642-347-00 | PLANT LAB MAINT & SU | PCRD-PAPER CLIPS BINDER CL | 189.56 |

03-11-2026 09:17 AM DISBURSEMENTS 02-01-26 TO 02-28-26 PAGE: 15

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT | |
|------------------------------|-------------------------------|------------|----------------------|----------------------------|----------------------------|--------|
| WATER LINES | INTERNAL REVENUE SERVICE | 642-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 977.65 | |
| | | 642-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 961.87 | |
| | | 642-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 228.64 | |
| | | 642-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 224.95 | |
| | CLARKSBURG WATER BOARD | 642-349-00 | COMPLIANCE MONITORIN | BACT SAMPLES FEB 2026 | 230.00 | |
| | PACE ANALYTICAL SERVICES LLC | 642-349-00 | COMPLIANCE MONITORIN | STAGE 2&TOC 4TH QTR 2025 | 641.40 | |
| | WV DIVISION OF HOMELAND SECUR | 642-349-00 | COMPLIANCE MONITORIN | PCRD-2025 TIER II REPORT | 76.69 | |
| | PAYFLEX - INSPIRA | 642-105-00 | HEALTH INSURANCE | WATER JAN 2026 HSA FEES | 13.00 | |
| | LYNX WV INC | 642-211-00 | UTILITIES - ELEC, GA | WATER ANTENNA RNT FEB 2026 | 35.00 | |
| | AT&T MOBILITY | 642-211-00 | UTILITIES - ELEC, GA | PCRD-DEC 25 CELL PHN & GEO | 365.38 | |
| | | 642-211-00 | UTILITIES - ELEC, GA | PCRD-JAN 26 CELL PHN & GEO | 365.02 | |
| | FRONTIER | 642-211-00 | UTILITIES - ELEC, GA | 472-2530-101615-4 WATER | 115.03 | |
| | | 642-211-00 | UTILITIES - ELEC, GA | 30401156600826024 WAT TELE | 66.71 | |
| | | 642-211-00 | UTILITIES - ELEC, GA | 472-8628-030719-4 WAT FAX | 106.47 | |
| | | 642-211-00 | UTILITIES - ELEC, GA | PCARD-WAT JAN 2026 INTERNE | 124.51 | |
| | CUMMINS SALES & SERVICE FAIR | 642-344-00 | GENERAL EQUIPMENT MA | TENN 1STQ GEN MAINT | 1,213.91 | |
| | | 642-344-00 | GENERAL EQUIPMENT MA | WTP 1STQ GEN MAINT | 1,724.74 | |
| | | 642-344-00 | GENERAL EQUIPMENT MA | RAW WTR 1STQ GEN MAIN | 1,218.41 | |
| | | 642-344-00 | GENERAL EQUIPMENT MA | INDSTR L PRK 1STQ GEN MAIN | 1,365.05 | |
| | FLYERS ENERGY LLC | 642-343-01 | PLANT VEHICLE FUEL | WATER FUEL BILL JAN 2026 | 128.17 | |
| | GENI CLOUD | 642-344-00 | GENERAL EQUIPMENT MA | PCRD-WAT SECURITY CAMERA S | 97.92 | |
| | CINTAS | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 1.19.26 | 125.99 | |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 2.2.26 | 125.99 | |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 2.9.26 | 125.99 | |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 2.16.26 | 125.99 | |
| | | 642-345-00 | UNIFORMS PERSONAL SA | WATER UNIFORMS 2.23.26 | 125.99 | |
| | STRATEGY LLC | 642-341-00 | OFFICE EXPENSE | OFFICE 365 G1&365G-WATER | 93.45 | |
| | **PAYROLL EXPENSES | | | 2/01/2026 - 2/28/2026 | 31,239.50 | |
| | | | | TOTAL: | 89,203.23 | |
| | WATER LINES | MON POWER | 660-211-00 | UTILITIES - ELEC,GAS | 110 085 340 724 BRUSHY FO | 273.42 |
| | | | 660-211-00 | UTILITIES - ELEC,GAS | 110 088 895 773 TANK #3 | 17.25 |
| | | | 660-211-00 | UTILITIES - ELEC,GAS | 110 100 156 634 ST JOE TOW | 19.66 |
| | | | 660-211-00 | UTILITIES - ELEC,GAS | 110 114 638 833 VICTORIA H | 14.85 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110 117 519 980 2425 BRUSH | 13.70 | |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110 152 507 908 300 CLKSBG | 15.43 | |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110 100 156 634 ST JOE TOW | 17.77 | |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 110 161 992 976 272 DVLPMN | 249.20 | |
| REGION VII PLANNING PDC | | 660-353-00 | MAPPING & LINE LOCAT | GIS SVCS DEC 2025 | 455.00 | |
| LEAF | | 660-341-00 | OFFICE EXPENSE | WATER COPIER LSE FEB 2026 | 133.00 | |
| | | 660-341-00 | OFFICE EXPENSE | WATER PRNTR RNT MARCH 2026 | 133.00 | |
| RITE-WAY HEATING & PLUMBING | | 660-352-00 | NEW SERVICES, UPGRAD | PCRD-3/4 CTS WATER LINE | 46.00 | |
| ENCOVA INSURANCE | | 660-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 1.2.26-2.1.26 | 602.16 | |
| WV PUBLIC EMPLOYEES INSURANC | | 660-105-00 | HEALTH INSURANCE | WATER FEB 2026 HEALTH INS | 6,242.80 | |
| | | 660-105-00 | HEALTH INSURANCE | WATER FEB 2026 RETIREES | 144.00 | |
| MOUNTAINEER GAS COMPANY | | 660-211-00 | UTILITIES - ELEC,GAS | 356643-423105 WOOD ST | 421.89 | |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 265523-309439 WOOD ST NEW | 1,162.15 | |
| AUTO ZONE | | 660-343-00 | VEHICLE MAINTENANCE | FUSE AND DEF FLUID | 43.11 | |
| HART OFFICE SOLUTIONS INC | | 660-341-00 | OFFICE EXPENSE | WATER NOV25- COPIER CHGS | 39.69 | |
| | | 660-341-00 | OFFICE EXPENSE | WATER DEC 25 COPIER CHGS | 41.06 | |
| | | 660-341-00 | OFFICE EXPENSE | WATER JAN 26 COPIER CHGS | 42.98 | |
| | | 660-341-00 | OFFICE EXPENSE | WATER FEB 26 COPIER CHGS | 46.12 | |
| HARBOR FREIGHT TOOLS | | 660-352-00 | NEW SERVICES, UPGRAD | PCRD-TORQUE WRENCH GENERAT | 651.98 | |
| MISS UTILITY OF WEST VIRGINI | | 660-353-00 | MAPPING & LINE LOCAT | JAN 2026 811 LOCATE FEES | 37.20 | |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|--------------|------------------------------|------------|----------------------|----------------------------|-----------|
| | LOWES BUSINESS ACCOUNTS/SYNC | 660-352-00 | NEW SERVICES, UPGRAD | TOP N BOND CONCRETE | 27.06 |
| | BRUFFEY TRUCKING INC | 660-352-00 | NEW SERVICES, UPGRAD | 3/4 CRUSHER RUN STONE | 581.50 |
| | WV PUBLIC EMPLOYEES RETIREME | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,167.83 |
| | | 660-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 1,087.05 |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 525.69 |
| | | 660-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 452.70 |
| | FERGUSON WATERWORKS | 660-352-00 | NEW SERVICES, UPGRAD | MAITENANCE MATERIALS | 4,991.32 |
| | MISSION COMMUNICATIONS, LLC | 660-348-00 | DISTRIBUTION TANK MA | 0-30PSI TRNSDCR-DEER CR T | 253.60 |
| | CORE & MAIN LP | 660-352-00 | NEW SERVICES, UPGRAD | REPAIR CLAMP | 435.00 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | S90-404 4" SADDLES | 183.81 |
| | USA BLUE BOOK/ HD SUPPLY FAC | 660-352-00 | NEW SERVICES, UPGRAD | REED STICK PUMPS | 417.98 |
| | WALMART STORES INC -BUCKHANN | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-DEGREASER SPRAY | 27.28 |
| | | 660-341-00 | OFFICE EXPENSE | PCRD-IPAD CHARGING CABLES | 31.45 |
| | INTERNAL REVENUE SERVICE | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,170.36 |
| | | 660-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 1,064.43 |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 273.70 |
| | | 660-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 248.95 |
| | AMAZON.COM | 660-352-00 | NEW SERVICES, UPGRAD | PCRD-PIPING THREAD SEALANT | 116.91 |
| | | 660-341-00 | OFFICE EXPENSE | PCRD-TAPE IPAD CASE IPAD P | 190.17 |
| | | 660-352-00 | NEW SERVICES, UPGRAD | PCRD-HOLESAW | 22.35 |
| | | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-GLOVES | 247.46 |
| | | 660-344-00 | GENERAL EQUIPMENT MA | PCRD-GLOVES | 143.00 |
| | PAYFLEX - INSPIRA | 660-105-00 | HEALTH INSURANCE | WATER JAN 2026 HSA FEES | 35.75 |
| | AT&T MOBILITY | 660-211-00 | UTILITIES - ELEC,GAS | PCRD-DEC 25 CELL PHN & GEO | 365.36 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | PCRD-JAN 26 CELL PHN & GEO | 364.99 |
| | FRONTIER | 660-211-00 | UTILITIES - ELEC,GAS | 472-2530-101615-4 WATER | 115.03 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 30401156600826024 WAT TELE | 66.71 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | 472-8628-030719-4 WAT FAX | 106.46 |
| | | 660-211-00 | UTILITIES - ELEC,GAS | PCARD-WAT JAN 2026 INTERNE | 124.52 |
| | FLYERS ENERGY LLC | 660-343-01 | LINE VEHICLE FUEL | WATER FUEL BILL JAN 2026 | 583.74 |
| | CINTAS | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 1.19.26 | 125.98 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 2.2.26 | 125.98 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 2.9.26 | 125.98 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 2.16.26 | 125.98 |
| | | 660-345-00 | UNIFORMS-PERSONAL SA | WATER UNIFORMS 2.23.26 | 125.98 |
| | **PAYROLL EXPENSES | | | 2/01/2026 - 2/28/2026 | 35,925.12 |
| | | | | TOTAL: | 62,840.60 |
| OFFICE/ADMIN | OMEGA RAIL MANAGEMENT, INC | 920-348-00 | MAINTENANCE & RENT-O | WTR INTKE PRVTE CRSS INGRS | 50.00 |
| | | 920-348-00 | MAINTENANCE & RENT-O | MAINT FEE PRVTE XING WTR T | 900.00 |
| | LEAF | 920-999-00 | ADM BOARD-BILLING MI | CH PRINTER FEB 2026 | 170.20 |
| | | 920-999-00 | ADM BOARD-BILLING MI | CH PRNTR RMT MARCH 2026 | 170.20 |
| | ENCOVA INSURANCE | 920-226-00 | UNEMPLOYMENT/COMPENS | WCN6007140 1.2.26-2.1.26 | 227.74 |
| | CITY OF BUCKHANNON | 920-348-00 | MAINTENANCE & RENT-O | FY2025-2026 WATER RENT | 10,000.00 |
| | WV PUBLIC EMPLOYEES INSURANC | 920-105-00 | HEALTH INSURANCE | WATER FEB 2026 HEALTH INS | 1,594.96 |
| | | 920-105-00 | HEALTH INSURANCE | WATER FEB 2026 RETIREES | 24.00 |
| | WV PUBLIC EMPLOYEES RETIREME | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 528.44 |
| | | 920-106-00 | RETIREMENT | WV RETIREMENT CONTRIBUTION | 534.40 |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 136.23 |
| | | 920-106-00 | RETIREMENT | WV RETIRE TIER2 CONTRIBUTI | 153.13 |
| | BUCKHANNON POSTMASTER | 920-999-00 | ADM BOARD-BILLING MI | PERMIT #10 POSTAGE | 1,000.00 |
| | PAYROLL ACCOUNT (ALL DEPTS) | 920-341-00 | MATERIALS & SUPPLIES | DEC 2025 AA FEES | 167.31 |
| | THOMAS J O'NEILL | 920-350-00 | PROFESSIONAL & LEGAL | MARCH 2026 ATTORNEY FEES | 1,354.17 |
| | COLLECTION ACCOUNT | 920-341-00 | MATERIALS & SUPPLIES | JAN 2026 CC FEES | 2,742.58 |

FUND: WATER

| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
|------------------|------------------------------|------------|-----------------------|----------------------------|-----------|
| | EMPLOYTEST | 920-341-00 | MATERIALS & SUPPLIES | PCRD-PER-EMPLOYMENT TEST T | 149.75 |
| | GENERAL FUND | 920-341-00 | MATERIALS & SUPPLIES | FEB 2026 LOC FEE | 72.50 |
| | | 920-341-00 | MATERIALS & SUPPLIES | JAN 2026 LOC FEE | 72.50 |
| | CORE & MAIN LP | 920-341-00 | MATERIALS & SUPPLIES | NEPTUNE 360 AMR SBSRPTN | 2,647.80 |
| | JERRY HEARD ASSC. | 920-341-00 | MATERIALS & SUPPLIES | 1099&1099 DBLE WNDW ENVLPE | 9.70 |
| | WALMART STORES INC -BUCKHANN | 920-341-00 | MATERIALS & SUPPLIES | PCRD-TRASH BAGS CUPS WINDE | 36.85 |
| | INTERNAL REVENUE SERVICE | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 458.08 |
| | | 920-104-00 | FICA TAX | FICA WITHHELD AND MATCHED | 569.90 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 107.15 |
| | | 920-104-00 | FICA TAX | MEDICARE WITHHELD & MATCHE | 133.29 |
| | AMAZON.COM | 920-341-00 | MATERIALS & SUPPLIES | PCRD-PAPER TOWELS INDEX CA | 17.38 |
| | | 920-341-00 | MATERIALS & SUPPLIES | PCRD-CUPS ICE PACKS | 15.26 |
| | PAYFLEX - INSPIRA | 920-105-00 | HEALTH INSURANCE | WATER JAN 2026 HSA FEES | 6.50 |
| | LYNX WV INC | 920-999-00 | ADM BOARD-BILLING MI | IT SERVICES FEB 2026 | 450.00 |
| | AT&T MOBILITY | 920-211-00 | UTILITIES - ELEC,GAS | PCRD-DEC 25 CELL PHN & GEO | 40.21 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | PCRD-JAN 26 CELL PHN & GEO | 40.21 |
| | JEREMY DRENNEN, CPA | 920-350-00 | PROFESSIONAL & LEGAL | FY25 WATER/SEWER PSC RPRT | 1,525.00 |
| | KOMAX LLC | 920-341-00 | MATERIALS & SUPPLIES | POSTAGE INKJET CARTRIDGE | 61.22 |
| | US POSTAL SERVICE (CMRS-FP) | 920-999-00 | ADM BOARD-BILLING MI | FEB 2026 POSTAGE BY PHONE | 250.00 |
| | | 920-999-00 | ADM BOARD-BILLING MI | FEB 2026 POSTAGE BY PHONE | 500.00 |
| | FP FINANCE PROGRAM | 920-999-00 | ADM BOARD-BILLING MI | FEB 2026 MAILER&INSERT PYM | 94.30 |
| | OPTIMUM B2B, DEPT. 1264 | 920-999-00 | ADM BOARD-BILLING MI | FEB 2026 CH INTERNET | 212.50 |
| | ROSSMAN & CO/PCB CORP | 920-341-00 | MATERIALS & SUPPLIES | JAN 2026 DEBT COLLECTION | 11.05 |
| | SAMS CLUB | 920-341-00 | MATERIALS & SUPPLIES | PCRD-TRASH BAGS PAPER TOWE | 24.94 |
| | FRONTIER | 920-211-00 | UTILITIES - ELEC,GAS | 472-1651-101515-4 CITY HAL | 120.11 |
| | | 920-211-00 | UTILITIES - ELEC,GAS | 304-003-2273-060600-4 | 24.17 |
| | HEWLETT PACKARD FINANCIAL SE | 920-999-00 | ADM BOARD-BILLING MI | MARCH 2026 PLOTTER RNT | 78.91 |
| | STRATEGY LLC | 920-999-00 | ADM BOARD-BILLING MI | FEB 2026 IT CONTRACT | 1,750.00 |
| | BEENVERIFIED | 920-341-00 | MATERIALS & SUPPLIES | PCRD-JAN 2026 BACKGROUND C | 7.50 |
| | **PAYROLL EXPENSES | | | 2/01/2026 - 2/28/2026 | 16,573.73 |
| | | | | TOTAL: | 45,813.87 |
| BOND | MUNICIPAL BOND COMM OF WV | 970-221-00 | WATER BOND A 2016 | WATER BOND A FEB 2026 PYMT | 22,321.63 |
| | | 970-331-00 | BOND PYMT \$6M LOAN P | NEW PLANT PRJO FEB 26 BOND | 19,488.90 |
| | | | | TOTAL: | 41,810.53 |
| CAPITAL/PROJECTS | RITE-WAY HEATING & PLUMBING | 999-672-00 | LEAK DETECTION EQUIP | CONDUIT STRP,CMND,LAG BLT | 23.60 |
| | CRIFES ELECTRICAL INC | 999-672-00 | LEAK DETECTION EQUIP | MISC ELEC MTRLS (WSHR,CLMP | 453.53 |
| | ENTERPRISE FM TRUST | 999-682-04 | SUPERVISOR TRUCK | 25H3G4 2021 RAM 1500 | 255.69 |
| | FREEDOM AG & ENGERY COOPERAT | 999-672-00 | LEAK DETECTION EQUIP | 25FT POLE | 185.99 |
| | | | | TOTAL: | 918.81 |

Rizo / Randall moved to accept the Financial Report as presented. The motion carried.

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

a. Monthly Water Department Report

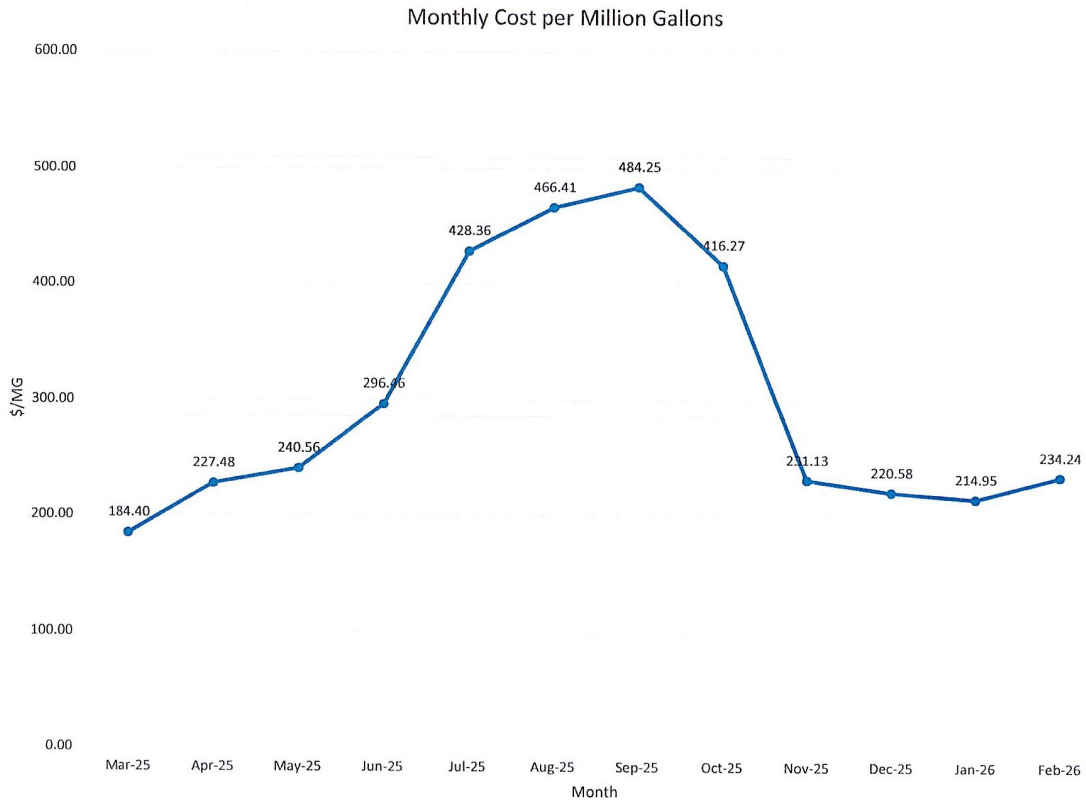
CITY OF BUCKHANNON WATER DEPARTMENT
 Monthly Report for February 2026

- Water leaks-6
- Weekly safety meetings.
- Locates
- Renewed services-
- New Services-
- Residential meters changed- 10
- Residential meters tested-10
- 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.
- 73.4 million gallons of water treated for the month at 2.6 million gallons per day.
- Cost per million gallons treated for the month. \$234.24
- 2,890 gallons of water hauled from plant.
- Off & On Reports / Customer service requests answered. - 252
- Continue to work on back-flow/cross-conn. Program
- Completed the installation of the Mission upgrade equipment.
- Adding hand drawn maps and pictures to GIS map points.
- Rebuilt altitude valve at Clow Tank
- Repaired cracks at the dam that were noted in the dam inspection.
- Upgraded the meter reading system to Neptune 360.
- Began installation of a new Misson SCADA system at the Mt. Hope Water Association master meter site.

b. Monthly Chemical Cost Summary Report

Month: Feb-26

| | | | Monthly Total | Y-T-D | |
|--------------------------------|-----------|------|----------------------|-----------------|-----------------|
| Million Gallons Treated: | | | 73.4 | 550.83 | |
| Total Chemical Treatment Cost: | | | 17193.35 | 182999.5 | |
| Cost per Million Gallons: | | | 234.2418 | 332.2251 | |
| Chemical | Cost | Unit | Amount Used (lbs) | Monthly Cost | Y-T-D Cost |
| Carbon | 2.97 lb | | 50 | 148.5 | 18006 |
| Chlorine | 1.39 lb | | 1500 | 2085 | 19336.29 |
| Fluoride | 2.2 lb | | 605 | 1331 | 11011 |
| KMnO4 | 3.65 lb | | 270 | 985.5 | 17169.6 |
| NaMnO4 | 1.4 lb | | | 0 | 0 |
| Lime | 0.23 lb | | 1400 | 322 | 1667.5 |
| Premier Pac | 0.55 lb | | 13097 | 7203.35 | 66107.64 |
| Soda Ash | 0.510 lb | | 7450 | 3799.5 | 38128 |
| Sodium Hex | 2.93 lb | | 450 | 1318.5 | 11573.5 |
| Smart-Phos | 14.16 GAL | | 0 | 0 | 0 |
| | | | | <u>17193.35</u> | <u>182999.5</u> |



c. Monthly Unaccounted Water Loss Report

Water Loss With Running Annual Average
March 2025 to February 2026

| | Produced (a.) | Plant Loss (b.) | Distribution Loss (c.) | Sold to City (d.) | Sold to PSDs (e.) | Percent Loss | Running Annual Avg |
|---------|---------------|-----------------|------------------------|-------------------|-------------------|--------------|--------------------|
| 3/1/25 | 64,545,848 | 1,223,476 | 456,500 | 19,738,500 | 32,773,800 | 16.04% | 12.72% |
| 4/1/25 | 59,064,465 | 1,127,714 | 2,060,000 | 21,367,800 | 34,099,200 | 0.69% | 11.58% |
| 5/1/25 | 61,968,954 | 1,203,391 | 40,000 | 21,302,900 | 30,267,100 | 14.77% | 11.42% |
| 6/1/25 | 61,861,503 | 1,437,644 | 491,000 | 21,657,000 | 33,270,600 | 8.09% | 11.45% |
| 7/1/25 | 67,000,400 | 1,577,653 | 253,330 | 21,701,000 | 35,043,300 | 12.57% | 12.33% |
| 8/1/25 | 69,470,262 | 1,630,862 | 1,557,000 | 24,230,000 | 35,255,100 | 9.78% | 11.36% |
| 9/1/25 | 64,484,292 | 1,541,889 | 4,265,310 | 26,388,500 | 41,421,400 | -14.16% | 9.39% |
| 10/1/25 | 62,721,183 | 1,328,368 | 1,247,325 | 21,987,100 | 34,339,400 | 6.09% | 7.74% |
| 11/1/25 | 62,328,804 | 1,222,927 | 10,440 | 21,740,000 | 35,157,000 | 6.74% | 7.08% |
| 12/1/25 | 74,425,033 | 1,345,972 | 848,619 | 19,658,600 | 36,321,000 | 21.84% | 7.70% |
| 1/1/26 | 76,977,227 | 1,486,186 | 200,000 | 21,646,900 | 39,532,800 | 18.33% | 7.82% |
| 2/1/26 | 73,399,817 | 1,371,713 | 300,900 | 20,724,300 | 38,278,600 | 17.34% | 9.84% |
| Totals: | 798247788 | 16497795 | 11730424 | 262142600 | 425759300 | | |

9. Old Business Discussions:

a. Water Treatment Plant Replacement Project

i. Review & Approval for Payment Water Project Invoices-Resolution 2026-06–Region VII

Director Shane Whitehair presented the monthly requisition for the Water Treatment Plant Project. He reported that the submission includes two invoices: one from Potesta for ongoing design work in the amount of \$66,069.00, and a second from Steptoe & Johnson for legal services related to property acquisition at the plant site totaling \$3,412.19. The combined requisition amount for the Board’s review and consideration is \$69,481.19. Whitehair stated he was available to answer any questions, but none were presented.

Rizo / Randall moved to approve the payment of Water Project Invoices-Resolution 2026-06, as presented. The motion carried.

RESOLUTION
of the
BUCKHANNON WATER BOARD, BUCKHANNON, WEST VIRGINIA
APPROVING INVOICES RELATING TO SERVICES
for the
WATER TREATMENT PLANT IMPROVEMENTS PROJECT
IJDC PROJECT # 2024W-2616
RFP #4
and
AUTHORIZING PAYMENT THEREOF

WHEREAS, the City of Buckhannon Water Board has reviewed the invoices attached hereto and incorporated herein by reference relating to the Water Treatment Plant Improvements project funded in part by the Water Revenue Bond Anticipation Note, Series 2025, a WV Infrastructure & Jobs Development Council (IJDC) Preliminary Funding Assistance (PFA) Grant and the City of Buckhannon's local funds and find as follows:

- A. That none of the items for which payment is proposed to be made has been requested from another funding source;
- B. That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the Project;
- C. That each of such costs has been otherwise properly incurred;
- D. That the payment for each of the items proposed is due and owed.

NOW, THEREFORE, BE IT RESOLVED that the Buckhannon Water Board hereby approves and authorizes payment of the following invoices:

| Vendor | Invoice # | Invoice Date | Local Funds | IJDC PFA Grant | BAN | Total |
|----------------------|-----------|----------------|-------------|----------------|--------------------|--------------------|
| Potesta & Associates | 171955 | 02/28/2026 | | | \$66,069.00 | \$66,069.00 |
| Steptoe & Johnson | 1240707 | 02/09/2026 | | | \$3,412.19 | \$3,412.19 |
| | | | | | | |
| | | | | | | |
| | | TOTALS: | | | \$69,481.19 | \$69,481.19 |

ADOPTED BY the Buckhannon Water Board at a meeting held on the 12th day of March 2026.

Buckhannon Water Board

By: _____

Robert N. Skinner III, Mayor

Board member Rizo asked for clarification regarding the recurring engineering design meetings referenced in the project updates. Mr. Whitehair explained that these are monthly coordination calls, typically held on the Monday preceding each Water Board meeting. Participants include the project engineer, the accountant, and legal counsel as needed, himself (Region VII), City representatives, and now USDA officials as well.

ii. Letter of Authorization to Submit USDA Application – Mr. Whitehair explained that the recent authorization letter signed by the Mayor was required solely to permit Region VII to formally submit the USDA funding application through the Rural Development online system. He noted that the RD application platform can be difficult to navigate and, due to timing constraints and system limitations, it was more efficient for Region VII to complete the submission on the City's behalf. He emphasized that the letter did not obligate the City in any way. Once the application is approved, all formal documents will still require review and approval by the Mayor and City Council.

Rizo / Randall moved to approve the Letter of Authorization to Submit USDA Application as discussed. The motion carried.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

February 26, 2026

Ms. Stacy Karickhoff, Loan Specialist
Water and Environmental Programs
Community Facilities Programs
USDA Rural Development
24 Gateway Drive
Weston, WV 26452
Stacy.Karickhoff@usda.gov

**RE: Authorization to Submit USDA Application
Buckhannon Water Treatment Plant Project**

Dear Ms. Karickhoff:

On behalf of the City of Buckhannon, I am writing to formally advise that the City intends to apply to the USDA Rural Development Water and Environmental Programs for financial assistance to support critical improvements to its municipal water system.

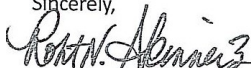
The proposed project includes the replacement and construction of a new water treatment plant and the replacement of a portion of the City's aging water distribution lines. These improvements are necessary to ensure continued regulatory compliance, enhance system reliability, address aging infrastructure, and provide safe, dependable drinking water to the residents and businesses of Buckhannon and Upshur County.

The City of Buckhannon has designated Mr. Shane Whitehair of the Region VII Planning and Development Council as its authorized representative for purposes of this application. Mr. Whitehair is authorized to prepare, execute, and submit all necessary forms and documentation related to the USDA Rural Development Water and Environmental Programs funding request on behalf of the City. This authorization includes the authority to correspond with USDA Rural Development staff, provide supplemental information as requested, and otherwise act in connection with the submission and processing of the application.

All final agreements, loan documents, and binding commitments will be executed by the City's duly authorized officials in accordance with applicable local, state, and federal requirements.

The City appreciates USDA Rural Development's continued support of essential infrastructure projects that strengthen rural communities and looks forward to working closely with your office throughout the review process.

Sincerely,


Robert N. Skinner III
Mayor

Todd Dingess reported that he has been working directly with the USDA staff as they review the City's funding application. USDA has submitted a few follow-up questions, and Dingess is preparing the necessary responses. He stated that everything remains on track from his end.

Tim Ball reported that Potesta has received several follow-up questions from USDA regarding the Water Treatment Plant funding application, and staff are devoting significant time to preparing the requested information. He stated that work is also progressing on evaluating equipment options for the plant design. Potesta has been meeting with Water Department staff to review preferences and operational considerations for various manufacturers. Ball noted that a substantial portion of current design effort is focused on the hypochlorite disinfection system. To support this evaluation, Potesta and Water Department staff have scheduled a site visit to the Charleston, West Virginia, Water Treatment Plant for the following Tuesday to observe an operating hypochlorite system and discuss performance and lessons learned with Charleston's operators. He reported that all work is proceeding smoothly.

Jay Hollen reported that USDA's review of the Water Treatment Plant funding application has required additional documentation, including a detailed spreadsheet listing all Water Department assets, their original costs, and anticipated replacement years. Hollen stated that while most of this information is already maintained, the projected replacement years are being finalized by staff. All concerned have adjusted their schedules to complete this work and are preparing the updated spreadsheet for submission to Region VII Director by the following Tuesday. Hollen noted that staff remain heavily engaged in USDA-related tasks at this time. Mrs. Jenkins asked for an opportunity to review what was being submitted.

Shane Whitehair, noted that the rapid pace of USDA’s follow-up requests reflects the agency’s desire to obligate funding for the Water Treatment Plant project as soon as possible and advance the application to the national office. He stated that this urgency explains why multiple information requests are arriving at once and why staff across all partners are prioritizing timely responses. In addition to the USDA loan and grant package, Whitehair reported that Region VII is actively pursuing several supplemental funding opportunities. An earmark request was submitted to Congressman Moore the previous Friday, and both Senator Capito and Senator Justice are expected to open their earmark application windows within the coming week, with shorter submission periods. Region VII will submit the project to both offices once those windows open. Whitehair also noted that two additional grant applications are underway: the Economic Enhancement Grant Fund request, for which he remains in close contact with the West Virginia Development Authority, and an Appalachian Regional Commission (ARC) grant application, which is due at the end of the month. He emphasized that while ARC was not part of the original funding scenario, it represents a worthwhile opportunity to pursue.

Jay Hollen added that Potesta will soon begin field surveying work at the Water Treatment Plant site. He stated that property owners will receive at least 24 hours’ notice before survey crews enter the property. The upcoming work will include surveying the property boundaries, documenting the locations of existing buildings, marking proposed boring locations for foundation design, and completing a river cross-section survey at the raw water intake to confirm adequate depth for the final design. Hollen noted that this work is expected to occur within the next two weeks, and the City will notify property owners as soon as specific dates are confirmed.

10. New Business Discussions:

a. Approval/Authorization to Participate with Partner Auction Services For Sale of Miscellaneous Surplus Equipment – Discussion took place.

Randall / Rizo moved to approve and authorize the department to participate in the sale of Miscellaneous Surplus Equipment with Partner Auction Services. The motion carried.

**CITY OF BUCKHANNON SURPLUS AUCTION
Wednesday, March 25, 2026 at 9:00 A.M.
OPEN TO THE PUBLIC**

The City of Buckhannon will be participating in a public auction with Partner Auctions on Wednesday, March 25, 2026 at 9:00 A.M.. The auction will take place at 30 Brushy Fork Crossing, Buckhannon, WV 26201. Items may be viewed by contacting Partner Auctions at info@partner-auctions.com or 304-701-0175. The City of Buckhannon reserves the right to reject any and/or all bids. The following is a list of items for sale:

2011 Crown Vic
2008 Chevy Trailblazer
1993 Case 1845C Uni-Loader Skid Steer
2012 Ford F-350
1994 CAT Excavator
2004 Roge Low Boy Trailer

11. Report of Events, Correspondence, and Information – Mayor Skinner reviewed the following with the Board Members.

a. P.S.D.’s Meeting Minutes-*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.*

b. Resolution No. 2026-05 Submission of Application to the Appalachian Regional Commission (ARC) for Funding Assistance Water Treatment Plant Replacement Project (Approved by City Council on 03/03/26)

**CITY OF BUCKHANNON
RESOLUTION NO. 2026-05**

A RESOLUTION AUTHORIZING THE INTENT TO SUBMIT AN APPLICATION TO THE APPALACHIAN REGIONAL COMMISSION FOR FUNDING ASSISTANCE FOR WATER SYSTEM IMPROVEMENTS

WHEREAS, the City of Buckhannon owns and operates a public water treatment and distribution system that serves residents, businesses, and institutions within the City and surrounding areas; and

WHEREAS, portions of the existing water treatment and distribution infrastructure are aging and in need of significant upgrades to ensure continued regulatory compliance, operational reliability, and adequate service capacity; and

WHEREAS, the City proposes to construct a new water treatment plant and replace selected primary water distribution lines to improve system performance, reduce water loss, enhance public health protections, and support economic and community development; and

WHEREAS, the Appalachian Regional Commission (ARC) provides funding assistance for infrastructure projects that advance economic development and strengthen communities in the Appalachian region;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Buckhannon, West Virginia, that:

1. The City of Buckhannon hereby authorizes the submission of an application to the Appalachian Regional Commission for funding assistance for the construction of a new water treatment plant and replacement of portions of the City's primary water distribution lines.
2. The Mayor of the City of Buckhannon is hereby authorized to execute all documents and certifications necessary to apply for and, if awarded, accept ARC funding on behalf of the City.
3. The City of Buckhannon commits to undertaking the project in accordance with all applicable federal, state, and local requirements.

ADOPTED this 3rd day of March, 2026, by the City Council of the City of Buckhannon, West Virginia.



Robert N. Skinner III
Mayor

12. Board Members' Remarks and Announcements:

Don Nestor: Mr. Nestor feels all is moving along very well.

Scott Randall: Mr. Randall had no further comments.

Erasmio Rizo: Mr. Rizo observed that the Water Treatment Plant project involves extensive coordination, multiple applications, and significant information exchange among all partners. He noted that Board members frequently receive questions from the public and continue to rely on the project's Questions-and-Answers document, which he described as comprehensive and helpful. He expressed appreciation for the ongoing coordination efforts and stated that the project appears to be progressing well.

13. Declaration of Adjournment

At 7:55 a.m., Randall moved to adjourn the meeting.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
