

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

A regular meeting of the Buckhannon Sanitary Board was held on Thursday, May 21, 2026, at 7:30 a.m. in Council Chambers at City Hall. The following were in attendance (GTM is attendance by GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Assistant Recorder/Director of Finance	Amberle Jenkins	Present
City Engineer	Jay Hollen	Present - GTM
City Hall Office Manager	Barbara Hinkle	Present
Board Member	Phil Loftis	Present
Board Member	Crystal Shaw	Present
Director of Public Works	Ethan Crosten	Present
Sanitary Superintendent	Cody Tenney	Present

Guests: Michael Miller - GTM

*City of Buckhannon Sanitary Board  
Meeting Agenda  
7:30 AM Thursday, May 21, 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: 04/16/2026
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. Financial Report – Director of Finance, Amberle Jenkins
  - a. Sanitary Board Budget FY 2026/2027
8. Department Report –Sanitary Department Superintendent, Cody Tenney
  - a. Plant Operations & Test
  - b. Maintenance Crew
  - c. Line Crew #1
  - d. Line Crew #2
  - e. Wastewater Treatment Plant Study
9. Stormwater Management Discussions
  - a. Taylor Street Storm Sewer Update
10. Business Discussions:
  - a. Approval Wastewater Treatment Plant Upgrades Task Order No. 121
11. Report of Events, Correspondence, and Information
  - a. DEP Wastewater Treatment Plant Laboratory Inspection & Corrective Action Plan
  - b. P.S.D. Meeting Minutes
12. Executive Session- Property Matters Per WV Code§ 6-9A-4
13. Board Members' Remarks and Announcements
14. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on May 18, 2026. \*Those who participated in this meeting virtually used this link: <https://global.gotomeeting.com/join/743314989>, or by phone by calling (669) 224-3412, access code: 743-314-989.*

**1. Call to Order:** At 7:31 a.m., Mayor Robbie Skinner called the May 21, 2026, meeting of the Sanitary 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: 04/16/2026** – Mayor Skinner recognized that the minutes for 04/16/2026 were available for consideration and asked for corrections, additions, or approval as presented.

**Shaw/Loftis moved to approve the minutes from the 04/16/2026, meeting as presented. The motion carried.**

**5. Public Comment—Motion to Open & Close Requested** – Recorder Sanders noted that Michael Miller was connected through the GTM and asked if he wished to provide comments. There was no response and no one was present to address the Board, so no further action was necessary.

**6. Recognition of Guests** - None

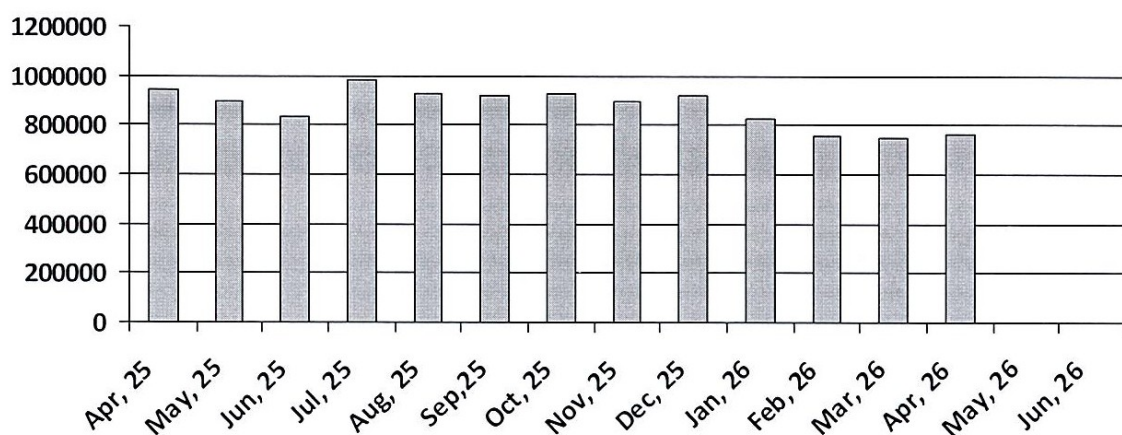
**7. Financial Report – Director of Finance Amberle Jenkins** - Mrs. Jenkins presented the April 2026 report.

**SANITARY BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET**

Balance April 30, 2026

Money market checking	\$761,334.33
WVBTI working capital	\$393,796.71
CD Working Capital (CD#368265)	\$111,764.89

CD (303555) Note-Closed this CD when it matured in March and moved to WVBTI



Stormwater Fund \$305,041.95

401-SANITARY

% OF YEAR COMPLETED: 83.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>OTHER FEES</b>						
401-343-000-00 SEWER TAPS	1,000	1,440.00	5,040.00	0.00	( 4,040.00)	504.00
TOTAL OTHER FEES	1,000	1,440.00	5,040.00	0.00	( 4,040.00)	504.00
<b>UTILITY BILLINGS</b>						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	153,902.43	1,650,823.64	0.00	149,176.36	91.71
TOTAL UTILITY BILLINGS	1,800,000	153,902.43	1,650,823.64	0.00	149,176.36	91.71
<b>HEALTH AND SAFETY</b>						
401-351-000-00 BF SURCHARGE BILLING	0	0.00	0.00	0.00	0.00	0.00
401-351-100-00 WST RD CONSUMP SURC BILLIN	50	72.90	293.70	0.00	( 243.70)	587.40
401-351-200-00 WST RD EXTEN SURCH BILLIN	2,000	250.00	2,500.00	0.00	( 500.00)	125.00
401-352-000-00 INCOME FROM TENNERTON PSD	205,775	21,745.24	194,963.76	0.00	10,811.24	94.75
TOTAL HEALTH AND SAFETY	207,825	22,068.14	197,757.46	0.00	10,067.54	95.16
<b>CHARGES FOR SERVICES</b>						
401-362-000-00 DUE FROM GEN FUND-STORM S	0	0.00	0.00	0.00	0.00	0.00
401-362-000-01 SEPTAGE HAULERS	40,000	4,770.00	36,039.00	0.00	3,961.00	90.10
401-362-000-02 PROJECT MANAGEMENT FEES	0	0.00	0.00	0.00	0.00	0.00
401-362-000-03 RT. 20 NORTH SEWER EXTENS	0	0.00	0.00	0.00	0.00	0.00
401-362-000-04 JAWBONE RUN PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-362-000-05 IJDC GRANT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	40,000	4,770.00	36,039.00	0.00	3,961.00	90.10
<b>GRANTS</b>						
401-368-000-00 CONTRIB REV NOT 5.5RULE	59,000	0.00	202,818.39	0.00	( 143,818.39)	343.76
401-368-000-02 CONTRIB IN AID CONSTRUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	59,000	0.00	202,818.39	0.00	( 143,818.39)	343.76
<b>INTRAFUND CONTR/CHARGES</b>						
401-370-000-01 LATE CHARGES	23,000	2,555.31	25,331.97	0.00	( 2,331.97)	110.14
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,555.31	25,331.97	0.00	( 2,331.97)	110.14
<b>OTHER REVENUE</b>						
401-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
401-380-000-00 INTEREST	350	0.00	8,925.33	0.00	( 8,575.33)	2,550.09
401-380-000-01 SALE OF ASSETS	0	0.00	0.00	0.00	0.00	0.00
401-381-000-00 SERVICES OF FLUSHER TRUCK	500	0.00	200.00	0.00	300.00	40.00
401-399-000-00 MISCELLANEOUS	2,000	0.00	9,178.71	0.00	( 7,178.71)	458.94
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,850	0.00	18,304.04	0.00	( 15,454.04)	642.25
<b>TOTAL REVENUE</b>	<b>2,133,675</b>	<b>184,735.88</b>	<b>2,136,114.50</b>	<b>0.00</b>	<b>( 2,439.50)</b>	<b>100.11</b>

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>POWER/FUEL/UTILITY</b>						
<b>SALARIES &amp; BENEFITS</b>						
401-711-113-00 PLANT POWER	97,000	15,392.56	83,996.34	0.00	13,003.66	86.59
TOTAL SALARIES & BENEFITS	97,000	15,392.56	83,996.34	0.00	13,003.66	86.59
<b>CONTRACTUAL SERVICES</b>						
401-711-213-00 ELIAS STREET	28,000	2,330.90	21,525.34	0.00	6,474.66	76.88
TOTAL CONTRACTUAL SERVICES	28,000	2,330.90	21,525.34	0.00	6,474.66	76.88
<b>COMMODITIES</b>						
401-711-313-00 VICKSBURG	12,500	2,066.20	16,374.12	0.00	( 3,874.12)	130.99
TOTAL COMMODITIES	12,500	2,066.20	16,374.12	0.00	( 3,874.12)	130.99
<b>CAPITAL OUTLAY</b>						
401-711-413-00 EAST MAIN ST	11,000	923.17	8,825.78	0.00	2,174.22	80.23
TOTAL CAPITAL OUTLAY	11,000	923.17	8,825.78	0.00	2,174.22	80.23
<b>CONTRIBUTIONS</b>						
401-711-513-00 WOOD/RITCHIE STS	4,000	299.55	2,223.88	0.00	1,776.12	55.60
TOTAL CONTRIBUTIONS	4,000	299.55	2,223.88	0.00	1,776.12	55.60
<b>NON-OPERATING EXPENSES</b>						
401-711-613-00 MONONGALIA ST	1,900	131.35	1,609.30	0.00	290.70	84.70
401-711-713-00 DEARVILLE	8,000	12.60	399.30	0.00	7,600.70	4.99
401-711-813-00 ISLAND AVENUE	500	58.21	286.93	0.00	213.07	57.39
401-711-913-00 MADISON STREET	500	0.00	456.33	0.00	43.67	91.27
401-711-914-00 TJM SEWAGE STATION	750	176.83	592.93	0.00	157.07	79.06
401-711-915-00 WESTON ROAD	650	135.94	599.95	0.00	50.05	92.30
401-711-916-00 HAMPTON INN PS	300	42.27	195.90	0.00	104.10	65.30
401-711-917-00 BRUSHY FORK PS	600	128.57	613.58	0.00	( 13.58)	102.26
401-711-918-00 RT 20 SEWER PUMP STATION	200	15.66	151.67	0.00	48.33	75.84
401-711-919-00 1 BUCKHANNON RD	210	20.76	197.60	0.00	12.40	94.10
401-711-920-00 PLANT VEHICLES-2,3,8	23,000	1,768.27	13,895.21	0.00	9,104.79	60.41
401-711-920-01 TENNERTON INTERCEPTOR	4,000	0.00	3,394.18	0.00	605.82	84.85
401-711-920-02 NATURAL GAS	2,500	319.50	4,327.57	0.00	( 1,827.57)	173.10
401-711-921-00 BROOKE ST PUMP STA	4,000	303.51	3,511.21	0.00	488.79	87.78
401-711-922-00 INDUSTRIAL PK PS	0	0.00	0.00	0.00	0.00	0.00
401-711-923-00 65-67 CLEVELAND AVE	200	21.55	110.13	0.00	89.87	55.07
TOTAL NON-OPERATING EXPENSES	47,310	3,135.02	30,341.79	0.00	16,968.21	64.13
<b>TOTAL POWER/FUEL/UTILITY</b>	<b>199,810</b>	<b>24,147.40</b>	<b>163,287.25</b>	<b>0.00</b>	<b>36,522.75</b>	<b>81.72</b>

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>COMMODITIES</b>						
401-712-345-00 UNIFORMS	15,800	1,476.11	13,086.36	0.00	2,713.64	82.83
TOTAL COMMODITIES	15,800	1,476.11	13,086.36	0.00	2,713.64	82.83
TOTAL UNIFORMS	15,800	1,476.11	13,086.36	0.00	2,713.64	82.83
<b>LINES</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
401-713-143-00 FACILITIES MAINTENANCE LI	15,000	2,502.64	7,260.39	0.00	7,739.61	48.40
TOTAL SALARIES & BENEFITS	15,000	2,502.64	7,260.39	0.00	7,739.61	48.40
<b>CONTRACTUAL SERVICES</b>						
401-713-243-00 SUPPLIES LINES	35,000	2,817.74	13,912.72	931.72	20,155.56	42.41
TOTAL CONTRACTUAL SERVICES	35,000	2,817.74	13,912.72	931.72	20,155.56	42.41
<b>COMMODITIES</b>						
401-713-343-00 STREET DEPT SERVICES LINE	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00
<b>CAPITAL OUTLAY</b>						
401-713-443-00 EQUIPMENT & MAINTENANCE L	30,000	614.27	16,656.11	180.09	13,163.80	56.12
TOTAL CAPITAL OUTLAY	30,000	614.27	16,656.11	180.09	13,163.80	56.12
TOTAL LINES	80,000	5,934.65	37,829.22	1,111.81	41,058.97	48.68
<b>PLANT</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
401-714-143-00 FACILITIES MAINTENANCE PL	15,000	843.10	6,710.76	433.68	7,855.56	47.63
TOTAL SALARIES & BENEFITS	15,000	843.10	6,710.76	433.68	7,855.56	47.63
<b>CONTRACTUAL SERVICES</b>						
401-714-243-00 LAB EXPENSE PLANT	43,000	2,839.92	40,801.17	0.00	2,198.83	94.89
TOTAL CONTRACTUAL SERVICES	43,000	2,839.92	40,801.17	0.00	2,198.83	94.89
<b>COMMODITIES</b>						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	62,500	2,144.54	48,255.35	1,565.63	12,679.02	79.71
TOTAL COMMODITIES	62,500	2,144.54	48,255.35	1,565.63	12,679.02	79.71
<b>CAPITAL OUTLAY</b>						
401-714-443-00 PUMP STATION REPAIR & MAI	275,000	1,947.12	211,869.24	108.01	63,022.75	77.08
TOTAL CAPITAL OUTLAY	275,000	1,947.12	211,869.24	108.01	63,022.75	77.08

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CONTRIBUTIONS</b>						
401-714-543-00 TELEPHONE	7,000	445.36	5,447.60	0.00	1,552.40	77.82
TOTAL CONTRIBUTIONS	7,000	445.36	5,447.60	0.00	1,552.40	77.82
<b>NON-OPERATING EXPENSES</b>						
401-714-643-00 OPERATION PLANT EXPENSE	10,000	591.19	4,015.18	0.00	5,984.82	40.15
401-714-743-00 TELEMETRY	2,875	89.85	1,078.20	0.00	1,796.80	37.50
TOTAL NON-OPERATING EXPENSES	12,875	681.04	5,093.38	0.00	7,781.62	39.56
TOTAL PLANT	415,375	8,901.08	318,177.50	2,107.32	95,090.18	77.11
<b>SALARIES PLANT/LINES</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
401-715-101-00 PLANT LABOR	166,500	10,736.99	134,533.19	0.00	31,966.81	80.80
401-715-101-01 PLANT COMPENSA ABSENCES	0	0.00	0.00	0.00	0.00	0.00
401-715-101-10 CAPTLIZ SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-103-00 LINE LABOR	573,000	38,438.68	463,030.80	0.00	109,969.20	80.81
401-715-103-01 LINE COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-715-103-10 CAPITLIZE SALARY&BENEFITS	0	0.00	0.00	0.00	0.00	0.00
401-715-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-715-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-715-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	739,500	49,175.67	597,563.99	0.00	141,936.01	80.81
<b>CONTRACTUAL SERVICES</b>						
401-715-226-00 UNEMPLOYMENT/COMPENSATION	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
TOTAL SALARIES PLANT/LINES	739,500	49,175.67	597,563.99	0.00	141,936.01	80.81
<b>SALARIES BOARD/OFFICE</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	9,800.00	0.00	2,200.00	81.67
401-716-101-01 COMPENS ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-103-00 OFFICE/CLERK ADM SALARIES	208,000	16,680.20	181,208.40	0.00	26,791.60	87.12
401-716-103-01 OFFICE COMP ABSENCE	0	0.00	0.00	0.00	0.00	0.00
401-716-104-00 FICA TAX	0	0.00	0.00	0.00	0.00	0.00
401-716-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
401-716-106-00 GROUP RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	220,000	17,680.20	191,008.40	0.00	28,991.60	86.82

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CONTRACTUAL SERVICES</b>						
401-716-226-00 UNEMPLOYMENT/COMPENSATION	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
TOTAL SALARIES BOARD/OFFICE	220,000	17,680.20	191,008.40	0.00	28,991.60	86.82
<b>FICA/INSURANCE</b>						
<b>SALARIES &amp; BENEFITS</b>						
401-718-104-00 FICA TAX	71,963	5,117.27	60,347.19	0.00	11,615.81	83.86
401-718-105-00 HEALTH INSURANCE	252,000	16,602.61	192,538.63	0.00	59,461.37	76.40
TOTAL SALARIES & BENEFITS	323,963	21,719.88	252,885.82	0.00	71,077.18	78.06
TOTAL FICA/INSURANCE	323,963	21,719.88	252,885.82	0.00	71,077.18	78.06
<b>RETIREMENT</b>						
<b>SALARIES &amp; BENEFITS</b>						
401-719-106-00 GROUP RETIREMENT	85,275	5,895.60	69,736.51	0.00	15,538.49	81.78
TOTAL SALARIES & BENEFITS	85,275	5,895.60	69,736.51	0.00	15,538.49	81.78
TOTAL RETIREMENT	85,275	5,895.60	69,736.51	0.00	15,538.49	81.78
<b>UNEMPLOYMENT/COMPENSATION</b>						
<b>CONTRACTUAL SERVICES</b>						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,000	2,056.61	11,014.71	0.00	8,985.29	55.07
TOTAL CONTRACTUAL SERVICES	20,000	2,056.61	11,014.71	0.00	8,985.29	55.07
TOTAL UNEMPLOYMENT/COMPENSATION	20,000	2,056.61	11,014.71	0.00	8,985.29	55.07
<b>BILLING/COMPUTER/DEP INT</b>						
<b>CONTRACTUAL SERVICES</b>						
401-783-232-00 MUN BOND FEES	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
<b>COMMODITIES</b>						
401-783-341-00 BILLING & COLLECTING	69,000	6,109.05	51,365.33	0.00	17,634.67	74.44
401-783-341-05 BILLING WAT BD METER READ	3,600	300.00	3,000.00	0.00	600.00	83.33
401-783-342-00 CAPITAL OUTLAY OFFICE	20,000	0.00	3,758.75	0.00	16,241.25	18.79

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-342-05 OFFICE DATA SERVICE AND S	21,000	2,200.00	12,750.00	0.00	8,250.00	60.71
401-783-369-00 CUSTOMER DEP INTEREST PAI	300	0.00	0.00	0.00	300.00	0.00
TOTAL COMMODITIES	113,900	8,609.05	70,874.08	0.00	43,025.92	62.22
<b>NON-OPERATING EXPENSES</b>						
401-783-670-00 DEPOSIT INTEREST EXPENSE	0	0.00	0.00	0.00	0.00	0.00
401-783-699-00 CONTINGENCY SAN BD DETERM	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 BILLING/COMPUTER/DEP INT	113,900	8,609.05	70,874.08	0.00	43,025.92	62.22
<b>OFFICE EXPENSE</b>						
<b>COMMODITIES</b>						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	60,000	253.30	32,592.80	0.00	27,407.20	54.32
TOTAL COMMODITIES	60,000	253.30	32,592.80	0.00	27,407.20	54.32
TOTAL OFFICE EXPENSE	60,000	253.30	32,592.80	0.00	27,407.20	54.32
<b>PSC ASSESS/DNR PERMIT</b>						
<b>SALARIES &amp; BENEFITS</b>						
401-797-116-00 PSC ASSESSMENTS	7,000	0.00	6,264.63	0.00	735.37	89.49
401-797-117-00 DNR PERMIT	2,500	0.00	0.00	0.00	2,500.00	0.00
TOTAL SALARIES & BENEFITS	9,500	0.00	6,264.63	0.00	3,235.37	65.94
TOTAL PSC ASSESS/DNR PERMIT	9,500	0.00	6,264.63	0.00	3,235.37	65.94
<b>PROPERTY INSURANCE</b>						
<b>CONTRACTUAL SERVICES</b>						
401-798-226-00 PROPERTY INSURANCE	48,000	10,587.39	42,346.27	245.00	5,408.73	88.73
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	48,000	10,587.39	42,346.27	245.00	5,408.73	88.73
TOTAL PROPERTY INSURANCE	48,000	10,587.39	42,346.27	245.00	5,408.73	88.73
<b>RENTS</b>						
<b>CONTRACTUAL SERVICES</b>						
401-803-219-00 RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	10,000	0.00	10,000.00	0.00	0.00	100.00

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00
PROFESSIONAL =====						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSIONAL SERVICES	38,000	2,035.42	32,202.62	0.00	5,797.38	84.74
TOTAL CONTRACTUAL SERVICES	38,000	2,035.42	32,202.62	0.00	5,797.38	84.74
TOTAL PROFESSIONAL	38,000	2,035.42	32,202.62	0.00	5,797.38	84.74
BOND A =====						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	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 BOND A	0	0.00	0.00	0.00	0.00	0.00
BOND B =====						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	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 BOND B	0	0.00	0.00	0.00	0.00	0.00
CAPITAL/PROJECTS =====						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	279,649	309.67	137,055.79	0.00	142,593.21	49.01
401-997-451-01 STORMWATER	0	0.00	0.00	0.00	0.00	0.00
401-997-451-02 BELT PRESS PROJECT	0	0.00	0.00	0.00	0.00	0.00
401-997-451-03 BROOK ST/PS SEWER UPGRADE	0	0.00	0.00	0.00	0.00	0.00
401-997-451-04 ARPA PROJECTS OVERRUNS	0	0.00	0.00	0.00	0.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	30,000	0.00	0.00	0.00	30,000.00	0.00
401-997-453-00 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
401-997-454-00 NEW EQUIPMENT-CAPITAL	209,250	6,657.67	126,171.54	0.00	83,078.46	60.30
401-997-454-01 NEW EQUIP-BORE MACHINE	0	0.00	0.00	0.00	0.00	0.00
401-997-455-00 SEWER UPGRADE-CAPITAL	126,000	5,035.15	78,292.59	4,438.99	43,268.42	65.66
401-997-456-00 WESTON ROAD NORTH SIDE	0	0.00	0.00	0.00	0.00	0.00
401-997-456-01 WESTON RD -SOUTH SIDE	0	0.00	0.00	0.00	0.00	0.00

401-SANITARY

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-997-457-00 CAPITAL PURCHASE	0	0.00	0.00	0.00	0.00	0.00
401-997-458-00 EXP BRUSHY FRK TO GEN FUN	0	0.00	0.00	0.00	0.00	0.00
401-997-499-00 MISCELLANEOUS PROJECTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	644,899	12,002.49	341,519.92	4,438.99	298,940.09	53.65
CONTRIBUTIONS						
401-997-570-00 DEPRECIATION CURRENT YEAR	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 CAPITAL/PROJECTS	644,899	12,002.49	341,519.92	4,438.99	298,940.09	53.65
DEPREC/AMORT/CONSTR =====						
CAPITAL OUTLAY						
401-999-459-00 DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
401-999-460-00 AMORTIZATION	0	0.00	0.00	0.00	0.00	0.00
401-999-461-00 ADVANCE FOR CONSTRUCTION	0	0.00	0.00	0.00	0.00	0.00
401-999-462-00 CONTRIBUTION BUDGETED TO	0	0.00	0.00	0.00	0.00	0.00
401-999-465-00 REPAY LOAN - CITY OF BUCK	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
CONTRIBUTIONS						
401-999-504-63 AMORT ISSUE COST (96 BOND	0	0.00	0.00	0.00	0.00	0.00
401-999-504-65 BOND ISSUANCE COST	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 DEPREC/AMORT/CONSTR	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,024,022	170,474.85	2,190,390.08	7,903.12	825,728.80	72.69
REVENUE OVER/(UNDER) EXPENDITURES	( 890,347)	14,261.03	( 54,275.58)	( 7,903.12)	( 828,168.30)	6.98

426-STORMWATER FUND

% OF YEAR COMPLETED: 75.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>LIC PERMITS &amp; FRANCHISE</b>						
426-327-000-00 STORMWATER MISC PERMITS	20	0.00	140.00	0.00	( 120.00)	700.00
TOTAL LIC PERMITS & FRANCHISE	20	0.00	140.00	0.00	( 120.00)	700.00
<b>INTRAFUND CONTR/CHARGES</b>						
426-369-000-00 CONTRIB FROM GEN FUND	100,000	0.00	100,000.00	0.00	0.00	100.00
TOTAL INTRAFUND CONTR/CHARGES	100,000	0.00	100,000.00	0.00	0.00	100.00
<b>OTHER REVENUE</b>						
426-399-000-00 STORMWATER MISC	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<b>100,020</b>	<b>0.00</b>	<b>100,140.00</b>	<b>0.00</b>	<b>( 120.00)</b>	<b>100.12</b>

**SANITARY APRIL 2026 PAYMENT OF BILLS**

**\$1,110.00** – STURM ENVIRONMENTAL – LAB TEST SERVICES

**\$1,223.18** – NORTH CENTRAL LABORATORIES – ALCOHOL BURNER PETRI DISHES FECAL FILTER

**\$1,505.00** – C2G ENGINEERING – CHART RECORDER ON SCADA

**\$1,566.40** – BRUFFEY TRUCKING – STONE FOR CHESTNUT STREET PROJECT

**\$3,322.00** – C.I THORNBURG – MISC PIPE & FITTINGS FOR CHESTNUT STREET PROJECT

**STORMWATER APRIL 2026 PAYMENT OF BILLS**

**\$2,382.44** – CORE & MAIN – BASE & GRATE CHESTNUT STREET PROJECT

**\$1,500.00** – BORRIS PROFESSIONAL SERVICES – APPRAISAL REPORT 181 CAMDEN AVE

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-919-00	1 BUCKHANNON RD	PCRD-110088263998 1 BKN RD	10.76
		711-923-00	65-67 CLEVELAND AVE	PCRD-110142423661 65/67 CL	11.03
		711-813-00	ISLAND AVENUE	PCRD-110088930133 ISLAND A	32.11
		711-113-00	PLANT POWER	PCRD-110088308280 298 SEWE	7,140.54
		711-915-00	WESTON ROAD	PCRD-110087676356 WESTON R	64.15
		711-917-00	BRUSHY FORK PS	PCRD-110085299060 BRUSHY F	62.92
		711-914-00	TJM SEWAGE STATION	PCRD-110087907595 TJM SEWA	100.87
		711-713-00	DEANVILLE	110 165 979 656 DEANVILLE	12.60
		711-313-00	VICKSBURG	110 086 525 471 SYCAMORE	2,066.20
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	15.66
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	8,252.02
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,330.90
		711-513-00	WOOD/RITCHIE STS	110 086 976 856 WOOD	299.55
		711-413-00	EAST MAIN ST	110 084 766 556 E MAIN	923.17
		711-916-00	HAMPTON INN PS	110 087 568 348 WBUC RD	42.27
		711-813-00	ISLAND AVENUE	110 088 930 133 ISLAND AVE	26.10
		711-914-00	TJM SEWAGE STATION	110 087 907 595 TJM SEWAGE	75.96
711-915-00	WESTON ROAD	110 087 676 356 WESTON RD	71.79		

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		711-917-00	BRUSHY FORK PS	110 085 299 060 BRUSHY FK	65.65
		711-613-00	MONONGALIA ST	110 082 080 448 MON & WOOD	131.35
		711-919-00	1 BUCKHANNOH RD	110 088 263 998 BUCKHANNO	10.00
		711-921-00	BROOKE ST PUMP STA	110 100 961 546 BROOKE ST	303.51
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	10.52
	FLYERS ENERGY LLC	711-920-00	PLANT VEHICLES-2,3,8	SAN FUEL BILL MAR 2026	1,768.27
	STAND ENERGY CORPORATION	711-920-02	NATURAL GAS	MAR 2026 SALES	319.50
				TOTAL:	24,147.40
UNIFORMS	CINTAS	712-345-00	UNIFORMS	SAN UNIFORMS 3.25.26	269.42
		712-345-00	UNIFORMS	SAN UNIFORMS 4.1.26	324.96
		712-345-00	UNIFORMS	SAN UNIFORMS 4.8.26	269.42
		712-345-00	UNIFORMS	SAN UNIFORMS 4.15.26	324.96
		712-345-00	UNIFORMS	SAN UNIFORMS 4.22.26	287.35
				TOTAL:	1,476.11
LINES	REGION VII PLANNING PDC	713-143-00	FACILITIES MAINTENAN	SAN GIS SERVICES FEB 2026	1,592.50
		713-143-00	FACILITIES MAINTENAN	SAN GIS SRVCES MAR 2026	390.00
	AIRGAS USA, LLC	713-443-00	EQUIPMENT & MAINTENA	25 CUTTING DISCS	43.75
	J T MARTIN COMPANY INC	713-143-00	FACILITIES MAINTENAN	SAN-EXTINGUISHER INSPECT	154.50
	C.I. THORNBURG CO., INC.	713-243-00	SUPPLIES LINES	8 6" FITTINGS RESTOCK	196.00
		713-243-00	SUPPLIES LINES	4 6" FITTINGS RESTOCK	98.00
	MISS UTILITY OF WEST VIRGINI	713-443-00	EQUIPMENT & MAINTENA	MAR 2026 811 LOCATE FEES	71.30
	LOWES BUSINESS ACCOUNTS/SYNC	713-443-00	EQUIPMENT & MAINTENA	TAPE MSRE,5 PACK SHRPIES	15.64
		713-243-00	SUPPLIES LINES	YARD RAKE	37.96
	BRUFFEY TRUCKING INC	713-243-00	SUPPLIES LINES	#57 STNE-PRESB CHRCH SEW	763.20
		713-243-00	SUPPLIES LINES	#57 STONE-RESTOCK	762.24
	INDEED.COM	713-243-00	SUPPLIES LINES	PCRD-SANITARY LABORER HELP	501.39
	RINGER'S INC	713-243-00	SUPPLIES LINES	PMPD MNHLE BY WOODY'S CAR	250.00
	ST JOSEPH HOSPITAL OF BUCKHA	713-243-00	SUPPLIES LINES	LAB TEST ALLEN KELLEY	70.00
	CLEVELAND BROTHERS EQUIPMENT	713-443-00	EQUIPMENT & MAINTENA	MISC FLTR-P32(OIL,AIR,ETC	387.47
		713-443-00	EQUIPMENT & MAINTENA	MISC FLTR-P32(OIL,AIR,ETC	50.57
		713-443-00	EQUIPMENT & MAINTENA	MISC FLTR-P32(OIL,AIR,ETC	45.54
	FREEDOM AG & ENGERY COOPERAT	713-143-00	FACILITIES MAINTENAN	10 CASES WATER, SOIL TEST	89.90
		713-143-00	FACILITIES MAINTENAN	2 PR BOOTS-ALLEN KELLEY	275.74
		713-243-00	SUPPLIES LINES	10-20-20 FERTILIZER	104.95
	IDENTOGO	713-243-00	SUPPLIES LINES	BACKGROUND CK ALLEN KELLEY	34.00
				TOTAL:	5,934.65
PLANT	HI TECH	714-343-00	EQUIPMENT MAINTENANC	AC CHARGE-P7	125.00
	LEAF	714-643-00	OPERATION PLANT EXPE	SAN PRNTR LSE MAY 2026	139.00
	RITE-WAY HEATING & PLUMBING	714-343-00	EQUIPMENT MAINTENANC	PVC GLUE & PVC CLEANER	22.78
	AIRGAS USA, LLC	714-343-00	EQUIPMENT MAINTENANC	SAN CYL LSE RENWL	100.00
	J T MARTIN COMPANY INC	714-143-00	FACILITIES MAINTENAN	SAN FIRE EXTNGSH RECHRG	101.44
	AUTO ZONE	714-343-00	EQUIPMENT MAINTENANC	6 GAL 10W-30-P11	119.94
		714-343-00	EQUIPMENT MAINTENANC	RAZOR BLADES-SHOP	11.69
		714-343-00	EQUIPMENT MAINTENANC	OIL-AERATORS (PLNT)	429.82
	NAPA-AMTOWER AUTO SUPPLY	714-343-00	EQUIPMENT MAINTENANC	AIR FLTR-SHP AIR CMPRSSR	8.47
	APPLIED INDUSTRIAL TECHNOLOG	714-343-00	EQUIPMENT MAINTENANC	MISC BOLTS-SHOP	90.45
		714-343-00	EQUIPMENT MAINTENANC	MISC NUTS & WASHERS-SHOP	282.36
	HART OFFICE SOLUTIONS INC	714-643-00	OPERATION PLANT EXPE	SAN-476 CLRD CPY MAR 2026	67.35
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	MAR 2026 LAB SERVICES	1,110.00
	NORTH CENTRAL LABORATORIES C	714-243-00	LAB EXPENSE PLANT	ALCHL BRNR,ETC-LAB SPPLY	1,223.18
	HARBOR FREIGHT TOOLS	714-143-00	FACILITIES MAINTENAN	PCRD-WD40 SCISSORS BUCKET	45.96

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		714-143-00	FACILITIES MAINTENAN	PCRD-NECK GAITER TOOL BAG	58.95
		714-443-00	PUMP STATION REPAIR	PCRD-6' LEVEL	18.99
	LOWES BUSINESS ACCOUNTS/SYNC	714-343-00	EQUIPMENT MAINTENANC	CHAIN&SHCKLE-POST AERATOR	238.90
		714-243-00	LAB EXPENSE PLANT	PCRD-VINYL TUBING BLUE TOW	35.14
		714-343-00	EQUIPMENT MAINTENANC	MISC WTRLNE SPPLY(PIPE,ET	201.87
		714-343-00	EQUIPMENT MAINTENANC	3/8" X 6' ALL THREAD	20.30
	CRISS SALES & SERVICE	714-443-00	PUMP STATION REPAIR	TRIMMER LINE-PLANT PS	18.95
	KANAWHA SCALES & SYSTEMS INC	714-243-00	LAB EXPENSE PLANT	SEMI ANNL LAB SCLE CLBRTN	311.00
	SYLVESTER W. LOWTHER	714-343-00	EQUIPMENT MAINTENANC	OIL-SHOP	185.00
		714-343-00	EQUIPMENT MAINTENANC	80-90 GEAR OIL-PLANT	99.99
	BUCKHANNOH DISCOUNT TIRE INC	714-343-00	EQUIPMENT MAINTENANC	TIRE REPAIR-P3	20.00
	TRACTOR SUPPLY CREDIT PLAN	714-343-00	EQUIPMENT MAINTENANC	PCRD-PRESSURE SWITCH GAUGE	187.97
	CRITES ELECTRICAL SUPPLY INC	714-443-00	PUMP STATION REPAIR	PVC FTTN&STRPS-MON ST PS	69.86
		714-143-00	FACILITIES MAINTENAN	FIRE EXIT BULBS	23.44
		714-443-00	PUMP STATION REPAIR	MISC ELEC SPPLY-MON ST PS	268.99
		714-443-00	PUMP STATION REPAIR	MISC ELEC SPPLY-MON ST PS	4.57
		714-443-00	PUMP STATION REPAIR	LAG BOLTS-MON ST PS UPGRA	5.82
		714-443-00	PUMP STATION REPAIR	NUTS,WRE-MON ST PS UPGRDE	54.94
	WALMART STORES INC -BUCKHANN	714-643-00	OPERATION PLANT EXPE	PCRD-PAPER TOWELS CLOBOR F	364.30
		714-143-00	FACILITIES MAINTENAN	PCRD-FILE DIVIDERS PAGE MA	33.52
	BENNYS BOOT HILL	714-143-00	FACILITIES MAINTENAN	STEEL TOE BTS-C.WALKER	179.91
		714-143-00	FACILITIES MAINTENAN	STEEL TOE BTS-STEVE REED	215.91
	AT&T MOBILITY	714-543-00	TELEPHONE	PCRD-MAR 26 CELL PHN & GEO	445.36
	MICROLOGIC INC	714-743-00	TELEMETRY	MNTHLY SEC MNTRNG 4.17-5.1	89.85
	FREEDOM AG & ENGERY COOPERAT	714-243-00	LAB EXPENSE PLANT	SOIL TEST-SHAW'S FIELDS	22.00
		714-143-00	FACILITIES MAINTENAN	10 CASES WATER	69.90
		714-143-00	FACILITIES MAINTENAN	10 CASES OF WATER	69.90
	CINTAS	714-143-00	FACILITIES MAINTENAN	SAN FIRST AID CABINET	44.17
		714-643-00	OPERATION PLANT EXPE	SAN-FIRST AID CABINET	20.54
	C2G ENGINEERING INC	714-443-00	PUMP STATION REPAIR	CHART RECORDER ON SCADA	1,505.00
	STRATEGY LLC	714-243-00	LAB EXPENSE PLANT	SAN APR 2026 MICRO OFFICE	69.30
		714-243-00	LAB EXPENSE PLANT	SAN MAY 2026 MICROSOFT OFF	69.30
SALARIES PLANT/LINES	**PAYROLL EXPENSES			4/01/2026 - 4/30/2026	49,175.67
				TOTAL:	58,076.75
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			4/01/2026 - 4/30/2026	17,680.20
				TOTAL:	17,680.20
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN APRIL 2026 HEALTH INS	16,422.61
		718-105-00	HEALTH INSURANCE	SAN APRIL 2026 RETIREES	180.00
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	2,165.26
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,982.04
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	506.43
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	463.54
				TOTAL:	21,719.88
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	2,038.42
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,795.53
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	1,103.93
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	957.72
				TOTAL:	5,895.60
UNEMPLOYMENT/COMPENSAT	WV MUNICIPAL LEAGUE	720-226-00	UNEMPLOYMENT/COMPENS	SAN 1ST QTR 2026 UNEMPLOYM	2,056.61
				TOTAL:	2,056.61

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
BILLING/COMPUTER/DEP	LEAF	783-341-00	BILLING & COLLECTING CH PRNTR LSE	MAY 2026	170.21	
	WATER BD-CITY OF BUCKHANNON	783-341-05	BILLING WAT BD METER	APR 2026 METER READS	300.00	
	BUCKHANNON POSTMASTER	783-341-00	BILLING & COLLECTING PERMIT #10	POSTAGE	1,000.00	
	JERRY HEARD ASSC.	783-341-00	BILLING & COLLECTING UTILITY BILLS	56100 CNT	821.30	
	AMAZON.COM	783-341-00	BILLING & COLLECTING PCRD-AIR DUSTER	PAPER TOWE	20.54	
	LYNX WV INC	783-342-05	OFFICE DATA SERVICE	IT SERVICES APRIL 2026	450.00	
	US POSTAL SERVICE (CMRS-FP)	783-341-00	BILLING & COLLECTING APR 2026	POSTAGE BY PHONE	250.00	
	PF FINANCE PROGRAM	783-341-00	BILLING & COLLECTING APR 2026	MALLER & INSERT P	94.31	
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING APR 2026	CH INTERNET	212.50	
	TYLER TECHNOLOGIES INC	783-341-00	BILLING & COLLECTING UTL BILL ATO	IVRSTE JAN-MA	2,474.38	
		783-341-00	BILLING & COLLECTING JAN-MAR 2026	BILLING NOTIF	986.90	
	HEWLETT PACKARD FINANCIAL SE	783-341-00	BILLING & COLLECTING MAY 2026	PLOTTER RNT	78.91	
	STRATEGY LLC	783-342-05	OFFICE DATA SERVICE	APR 2026 IT CONTRACT	1,750.00	
				TOTAL:	8,609.05	
	OFFICE EXPENSE	TATE COMMUNICATIONS	793-341-00	OFFICE SUPPLIES & EX FIX	PGNG (REMOVE)-MYR PHN	59.38
		WALMART STORES INC -BUCKHANN	793-341-00	OFFICE SUPPLIES & EX PCRD-DISH	SOAP PINE-SOL TR	41.70
		AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX PCRD-MONITOR	VACUUM BAGS	68.15
			793-341-00	OFFICE SUPPLIES & EX PCRD-ADDING	MACHINE PAPER	12.50
AT&T MOBILITY		793-341-00	OFFICE SUPPLIES & EX PCRD-MAR 26	CELL PHN & GEO	41.71	
BEENVERIFIED		793-341-00	OFFICE SUPPLIES & EX PCRD-FEB 2026	BACKGROUND C	7.50	
		793-341-00	OFFICE SUPPLIES & EX PCRD- MAR 2026	BACKGROUND C	7.50	
COMFORTECH LLC		793-341-00	OFFICE SUPPLIES & EX FAN BELT,	TECH LABOR-CH	14.86	
			TOTAL:	253.30		
PROPERTY INSURANCE	WVCORP	798-226-00	PROPERTY INSURANCE	INS PREM LIA APR-JUN 26	10,587.39	
			TOTAL:	10,587.39		
PROFESSIONAL	THOMAS J O'NEILL	896-223-00	PROFESSIONAL SERVIC	MAY 2026 ATTORNEY FEES	1,354.17	
	JEREMY DRENNEN, CPA	896-223-00	PROFESSIONAL SERVIC	FY24-25 FINANCIAL	681.25	
			TOTAL:	2,035.42		
CAPITAL/PROJECTS	BUCKHANNON WORK ADJUSTMENT	997-455-00	SEWER UPGRADE-CAPITA	GRADE STRES-CHSTNT ST SEW	21.75	
	C.I. THORNBURG CO., INC.	997-455-00	SEWER UPGRADE-CAPITA	MISC PIPE&FTTN-CHSTNT SEW	3,322.00	
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	57 STONE-CHESTNUT ST SEWE	1,566.40	
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	28S526 FORD F-350	1,348.31	
		997-454-00	NEW EQUIPMENT-CAPITA	25H3HK 2021 DODGE RAM TRK	360.75	
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D2 2021 NISSAN FRONTIE	504.95	
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D9 2021 NISSAN FRONTIE	504.95	
		997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	504.58	
	CITIZENS BANK OF WV	997-454-00	NEW EQUIPMENT-CAPITA	SANITARY EXCAVATOR APR 202	3,434.13	
	MCCARTY'S SEPTIC SERVICE	997-455-00	SEWER UPGRADE-CAPITA	PTY RMT-HENRY ST SEW	125.00	
	CITYNET LLC	997-451-00	PLANT - CAPITAL	SAN APR 2026	309.67	
				TOTAL:	12,002.49	

FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	REGION VII PLANNING PDC	805-341-00	STORMWATER MATERIALS	STRM GIS SRVCS FEB 2026	780.00
		805-341-00	STORMWATER MATERIALS	STRM GIS SRVCS MAR 2026	357.50
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	43.56
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	333.00
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	18.90
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	248.49
	CORE & MAIN LP	805-458-00	STORMWATER CAPITAL	BASE&GRATE-CHSTNT STRM	2,382.44
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	43.03
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	399.41
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	10.06
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	93.40
	BORRIS PROFESSIONAL SERVICES	805-458-00	STORMWATER CAPITAL	APPRSL REPORT-181 CAMDEN	1,500.00
	**PAYROLL EXPENSES			4/01/2026 - 4/30/2026	7,155.00
				TOTAL:	13,364.79

**Shaw/Loftis motioned to accept the financial reports as presented. The motion carried.**

**a. Sanitary Board Budget FY 2026/2027** – Mrs. Jenkins reviewed the proposed Sanitary Budget and Stormwater Budget. For the Sanitary budget, she discussed proposed New Equipment purchases which will involve some short-term financing, Capital Projects and Lab Testing costs. It also includes the 2% wage increase approved by Council, a 3% increase in health insurance, and a 1% decrease in retirement. It has been discussed that the department plans to purchase new equipment for approximately \$30,000 to perform more testing in-house, reducing long-term contracted lab expenses. The total of the proposed budget is \$2,869,850.

The Stormwater Budget is funded entirely by the General Fund and managed by the Sanitary Board. It includes potential property acquisitions and totals \$400,000.

Board members noted that although the agenda listed only the sanitary budget, the Board has historically approved both sanitary and stormwater budgets together. Future agendas will list both explicitly.

Stormwater Budget	2021-22	2022-23	2023-24	2024-25	2025-26	actual	2026-27
Revenues	actual budget	actual budget	actual budget	actual budget	approved budget	2/28/2026	Proposed Budget
426-327-000-00	\$ 139,091.90	\$ 201,982.64	\$ 194,673.32	\$ 299,981.20	300,000		300,000
426-369-000-00			\$ 10.00	\$ 270.00	20	140	20
426-399-000-00	\$ 150,000.00	\$ 100,000.00	\$ 100,000.00	\$ 200,000.00	100,000	100,000	100,000
TOTAL REVENUES	\$ 150,000.00	\$ 100,000.00	\$ 100,010.00	\$ 202,492.59	100,020	100,140	100,020
TOTAL WITH EST. BAL ON HAND	\$ 289,091.90	\$ 301,982.64	\$ 294,683.32	\$ 502,473.79	400,020.00		400,020
Expenses							
426-805-101-00	\$ 39,371.82	\$ 41,256.46	\$ 46,666.23	\$ 17,416.06	50,000	2,155	20,000
426-805-104-00	\$ 3,020.11	\$ 3,159.05	\$ 3,579.64	\$ 1,329.41	3,825	165	1,530
426-805-106-00	\$ 3,542.65	\$ 3,643.78	\$ 4,199.95	\$ 1,567.44	4,500	194	1,600
426-805-341-00	\$ 14,021.87	\$ 22,032.30	\$ 19,631.78	\$ 13,900.51	20,000	3,331	20,000
426-805-458-00	\$ 27,152.81	\$ 37,127.73	\$ 70,853.71	\$ 17,949.98	321,695	75,870	356,890
TOTAL EXPENDITURES	\$ 87,109.26	\$ 107,219.32	\$ 145,031.31	\$ 52,163.40	400,000.00	81,714	400,020
REVENUE OVER/(UNDER) EXPENDITURES	\$ 201,982.64	\$ 194,763.32	\$ 149,652.01	\$ 450,310.39			0

	2021-22		2022-23		2023-24		2024-25		2025-26		actual thru 2/28/2026	2026-27 Proposed Budget	
	actual	approved	approved	SanBd 5-6	actual budget	actual budget	approved budget	approved budget					
		531,363	624,000		\$963,344.27	808,011.15		832,197.81				778,250	
	ESTIMATED BALANCE ON HAND												
343-000-00	SEWER TAPS	7,200	\$ 1,000.00		\$1,440.00	2,880.00		1,000.00		2,880	2,880	2,000	
350-000-00	SEWER CUSTOMERS BILLING	1,889,918	\$ 1,800,000.00		\$1,897,479.28	2,008,338.76		1,800,000.00		1,332,398	1,332,398	1,800,000	
351-000-00	BF SURCHARGE BILLING	0			\$0.00								
351-100-00	WST RD CONSPMP SURC BILLING				\$93.30	243.00		50.00		198	198	100	
351-200-00	WST RD EXTEN SUCH BILLING	1,750			\$3,000.00	3,000.00		2,000.00		2,000	2,000	2,000	
352-000-00	INCOME FROM TENNERTON PSD	302,848	\$ 170,000.00		\$300,550.63	285,206.36		205,775.00		173,219	173,219	220,000	
362-000-00	DUE FROM GEN FUND-STORM SEWE	0			\$0.00								
362-000-01	SEPTAGE HAULERS	34,162	\$ 40,000.00		\$43,748.00	38,106.00		40,000.00		26,298	26,298	38,000	
362-000-02	PROJECT MANAGEMENT FEES	38,844			\$0.00								
370-000-01	LATE CHARGES	28,064	\$ 23,000.00		\$28,500.21	29,758.46		23,000.00		20,354	20,354	27,000	
379-000-00	GAINLOSS SALE OF FIXED ASSETS												
386-000-01	FEMA - GENERATOR												
388-000-00	CONTRIB REV NOT 5.5 RULE							59,128.75		59,000.00	202,818		
380-000-00	INTEREST	2,192	\$ 350.00		\$311.83	37,349.88		350.00		86	86	200	
390-000-01	SALE OF ASSETS												
381-000-00	SERVICES OF FLUSHER TRUCK	1,630	\$ 1,000.00		\$450.00	150.00		500.00		200	200	300	
389-000-00	MISCELLANEOUS	8,174	\$ 1,000.00		\$6,761.56	20,020.94		2,000.00		9,112	9,112	2,000	
	TOTAL REVENUES	\$ 2,295,381	\$ 2,036,350.00		\$2,242,334.81	2,484,162.15		2,133,675.00		1,769,563.12	1,769,563.12	2,091,600.00	
	TOTAL WITH EST. BAL ON HAND	2,826,743	2,660,350.00		\$3,205,679.08	3,293,193.30		2,965,872.81				2,869,850.00	
711-113-00	PLANT POWER	64,427	\$ 62,000.00		\$94,418.51	101,280.59		97,000.00		88,604	88,604	103,000	
711-213-00	ELIAS STREET	22,862	\$ 24,000.00		\$26,242.65	28,512.73		28,000.00		16,811	16,811	26,000	
711-313-00	VICKSBURG	10,803	\$ 14,000.00		\$12,363.98	14,023.34		12,500.00		12,167	12,167	15,000	
711-413-00	EAST MAIN ST	6,264	\$ 7,000.00		\$10,761.59	10,129.79		11,000.00		5,408	5,408	9,000	
711-613-00	WOODRICHIE STS	1,977	\$ 3,000.00		\$2,412.32	2,301.95		4,000.00		1,924	1,924	3,000	
711-713-00	DEANVILLE	1,403	\$ 1,600.00		\$1,621.33	2,117.24		1,900.00		1,430	1,430	2,200	
711-813-00	ISLAND AVENUE	622	\$ 1,000.00		\$632.05	447.24		8,000.00		293	293	500	
711-913-00	MADISON STREET	340	\$ 500.00		\$331.51	414.22		500.00		229	229	400	
711-914-00	TJM SEWAGE STATION	502	\$ 500.00		\$713.05	706.14		750.00		416	416	700	
711-915-00	WESTON ROAD	496	\$ 600.00		\$505.79	678.11		650.00		389	389	600	
711-916-00	HAMPTON INN PS	239	\$ 350.00		\$168.53	200.15		300.00		138	138	300	
711-917-00	BRUSHY FORK PS	469	\$ 570.00		\$533.46	628.63		600.00		417	417	630	
711-918-00	RT 20 SEWER PUMP STATION	115	\$ 200.00		\$114.47	175.54		200.00		126	126	200	
711-919-00	1 bus/sharpen rd	143	\$ 200.00		\$72.08	223.04		210.00		177	177	270	
711-920-00	9rent vehicles 2,3,8	26,592	\$ 25,000.00		\$21,499.61	17,197.52		23,000.00		10,945	10,945	17,000	
711-920-01	TENNERTON INTERCEPTOR	3,813	\$ 3,300.00		\$3,528.98	4,302.72		4,000.00		2,651	2,651	4,500	
711-920-02	NATURAL GAS	2,887	\$ 3,000.00		\$1,464.86	2,107.09		2,500.00		2,025	2,025	3,100	
711-921-00	BROOKE STREET PS	2,957	\$ 3,200.00		\$3,909.62	4,379.64		4,000.00		3,169	3,169	4,800	
711-923-00	65-67 CLEVELAND AVE	141	\$ 500.00		\$181.35	153.43		200.00		89	89	200	
712-345-00	UNIFORMS	10,351	\$ 8,730.00		\$7,315.35	13,889.74		15,800.00		10,691	10,691	16,200	
713-143-00	FACILITIES MAINTENANCE LINES	6,227	\$ 8,600.00		\$13,546.01	9,939.35		15,000.00		4,768	4,768	15,000	safety, water, boots
713-243-00	SUPPLIES LINES	53,597	\$ 40,000.00		\$40,114.86	27,536.91		35,000.00		9,095	9,095	50,000	Various service line repairs \$30T; Restock \$20T-restock manholes, risers, paving risers
713-343-00	STREET DEPT SERVICE LINE	0	\$ 2,000.00		\$13.88	0.00				0	0		
713-443-00	EQUIPMENT & MAINTENANCE LINES	27,518	\$ 25,000.00		\$34,295.54	32,640.51		30,000.00		16,337	16,337	30,000	Rebuild Kubota Joint \$15T - maintain kubota (P13); Misc vehicle repairs \$15T
714-143-00	FACILITIES MAINTENANCE PLANT	11,543	\$ 16,000.00		\$16,397.72	10,163.81		15,000.00		5,580	5,580	15,000	safety, water, boots

714-243-00	LAB EXPENSE PLANT	27,510	\$ 20,000.00		\$29,778.16	37,702.38		43,000.00		34,941	34,941	70,000	Lab Services \$10T-contracting out tests; Sampling Septic Haulers \$15T-testing haulers to see what is being received; Lab Operating Supplies \$15T - polymer, chemicals; Lab equipment \$30T-process controls
714-343-00	EQUIPMENT MAINTENANCE PLANT	9,906	\$ 22,000.00		\$17,448.09	26,704.71		62,500.00		44,586	44,586	60,000	Misc Electrical Repairs \$20T; Service Water Pumps \$30T-rebuild both pumps for the service water
714-443-00	PUMP STATION REPAIR & MAINT	37,321	\$ 70,000.00		\$271,337.87	152,609.24		275,000.00		206,483	206,483	135,000	Preventive Pump Maint \$30T- once a yr Elias, E. Main, Vicksburg; Potential pump rebuilds \$40T-general maintenance; TJM PS \$50T-upgrade panel & pumps; Maintain PS Generators \$15T-per Jay
714-543-00	TELEPHONE	5,497	\$ 7,200.00		\$6,076.81	6,959.63		7,000.00		4,398	4,398	7,000	
714-643-00	OPERATION PLANT EXPENSE	8,154	\$ 12,000.00		\$11,477.42	5,488.07		10,000.00		3,039	3,039	10,000	
714-743-00	TELEMETRY	2,156	\$ 2,600.00		\$2,156.60	1,617.10		2,875.00		899	899	1,500	
715-101-00	PLANT LABOR	319,067	\$ 295,000.00		\$191,488.63	139,529.61		166,500.00		111,790	111,790	178,000	2% pay increase
715-103-00	LINE LABOR	283,804	\$ 410,000.00		\$353,000.29	442,731.84		573,000.00		381,204	381,204	564,000	2% pay increase
716-101-00	BOARD SALARIES	11,400	\$ 12,000.00		\$12,000.00	12,000.00		12,000.00		7,800	7,800	12,000	
716-103-00	OFFICE/CLERK ADM SALARIES	152,062	\$ 166,000.00		\$156,188.58	189,677.06		208,000.00		147,600	147,600	229,000	2% pay increase
718-104-00	FICA TAX	58,591	\$ 50,000.00		\$54,644.05	59,956.08		71,963.00		49,519	49,519	74,500	
718-105-00	HEALTH INSURANCE	147,580	\$ 163,000.00		\$160,969.31	180,955.79		252,000.00		150,687	150,687	280,000	3% increase health insurance
719-105-00	GROUP RETIREMENT	79,919	\$ 73,200.00		\$62,420.58	68,812.06		85,275.00		57,363	57,363	86,500	change 9% to 8%
720-225-00	UNEMPLOYMENT/COMPENSATION	14,637	\$ 20,600.00		\$10,952.84	10,835.27		20,000.00		8,082	8,082	12,200	
783-341-00	BILLING & COLLECTING	44,435	\$ 52,000.00		\$51,936.92	66,503.08		69,000.00		43,367	43,367	69,000	
783-341-05	Billing Water Dept meter reading	3,600	\$ 3,600.00		\$3,600.00	3,600.00		3,600.00		2,400	2,400	3,600	
783-342-00	CAPITAL OUTLAY	7,105	\$ 6,000.00		\$6,985.87	9,999.47		20,000.00		3,769	3,769	5,000	Sanitary share of city hall basement floor
783-342-05	Office Data Service							21,000.00		6,350	6,350	21,000	IT contract split 4 ways
783-369-00	customer dep int	261	\$ 1,000.00		\$2.12	0.00		300.00		0	0		
793-341-00	OFFICE SUPPLIES & EXPENSES	33,735	\$ 49,000.00		\$40,217.23	45,227.05		60,000.00		29,125	29,125	60,000	
797-116-00	PSC ASSESSMENTS	7,573	\$ 7,600.00		\$4,586.91	5,791.42		7,000.00		6,265	6,265	7,000	
797-117-00	DEP PERMIT	2,125	\$ 3,000.00		\$0.00	0.00		2,500.00		0	0	2,500	
798-226-00	PROPERTY INSURANCE	39,236	\$ 46,500.00		\$37,505.40	44,237.66		48,000.00		29,360	29,360	45,000	
803-219-00	RENTS	10,000	\$ 10,000.00		\$10,000.00	10,000.00		10,000.00		10,000	10,000	10,000	
866-223-00	PROFESSIONAL SERVICES	12,731	\$ 44,500.00		\$37,142.50	103,584.26		38,000.00		28,813	28,813	118,000	Atty Contract \$16,251; Audit expense & CPA services \$15,000; Engineering Cost \$80T-plant upgrade
870-199-00	BOND ISSUE #A	170,079	\$ 171,000.00		\$170,079.12	141,789.18		0.00		0	0	0	No longer paying as of May 2025
880-199-00	BOND ISSUE #B	27,090	\$ 28,000.00		\$24,837.06	0.00		0.00		0	0	0	No longer paying as of May 2025

997-451-00	PLANT - CAPITAL	2,300	\$ 150,000.00	\$27,810.23	82,419.69	279,649.00	87,746	145,000	UV Bulbs spares for when bulbs fail \$30T, Sludge Pump \$50T- have old for spare, Box in Decant Pipes \$16T- insulate from freezing, Yard Hydrants \$10T- replace broken yard hydrants, Belt Press \$30T- check sensors, bearings, tensioners; Garage Update \$10T- fix roof, air lines, lift, lighting
997-452-00	SEWER EXT. - CAPITAL	82,467	\$ 37,200.00	\$17,000.00	56,128.29	30,000.00		30,000	various extension requests
997-454-00	Equipment payments short term	66,707	\$ 145,000.00	\$150,453.57	136,798.16	209,250.00	112,849	219,750	Enterprise lease 3 2025 Tacoma's \$18,200 year; 2021 Dodge Ram Trk \$4,350 year; 2025 Ford F-350 \$16,300 Citizens Bank 2025 Excavator \$41,300; NEW ITEMS REQUESTED- New Dump Trk for line crews \$34T; New Large Dump Trk to move equipment & haul sludge replaces P3 financed \$35T; New (Kubota) Articulating Loader \$80T replacing 96 Kubota loader financed is \$18600 yr- Small Tractor replacing case back hos\$60T financed is \$22000 yr-; Camera & Locator sewer camera for line inspections \$30T-
997-455-00	SEWER UPGRADE CAPITAL	75,645	\$ 83,000.00	\$148,075.62	105,922.66	126,000.00	69,912	110,000	Bogges St \$50T-replace failing clay lines; Chestnut St \$30T- upgrade & reroute 8" main; Camden Ave - \$30T- replace failing concrete sewer
997-456-00	WESTON RD NORTH SIDE	1,931							
997-457-00	NEW EQUIPMENT-CAPITAL	5,314	\$ 40,000.00	\$0.00					
997-490-00	Miscellaneous projects							26,000	CMH project repayments
	PAYMENT TOWARD RESERVE								
	TOTAL EXPENDITURES	\$ 1,997,698	2,462,350.00	\$2,372,690.63	2,432,045.32	3,024,022.00	1,821,769.39	2,869,850.00	
	REVENUE OVER/(UNDER) EXPENDITURES	829,058	198,000.00	\$832,988.45	\$61,147.88	0	-88,148.19	0.00	

Loftis/Shaw moved to approve the Sanitary Board Budget FY 2026/2027 as presented. The motion carried.

Loftis/Shaw moved to approve the Stormwater Budget FY 2026/2027 as presented. The motion carried.

**8. Department Report – Cody Tenney provided the following reports:**

**a. Plant Operations -** The plant has been operating well throughout this period. A recent DEP lab inspection identified issues with service water; corrective actions are underway.

BS-59  
Revised 1975

STATE OF WEST VIRGINIA  
SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS

Month: Feb. 2026  
City: Buckhannon, WV.  
Operat: Jason Tenney

Date	INFLUENT WASTEWATER					BELT PRESS			Plant Effluent					
	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals. Wet. Sludge Added	Pounds Dry solids Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./100 ml	D.O. mg/l	PH	Amm. Nit. mg/l
2/1/26			0.990			2.0								
2/2/26			0.933	7.0	7.01	2.0								
2/3/26	10.0	186	1.004	7.0	7.01	2.0					3	7.5	7.03	
2/4/26			0.933	7.0	7.20	2.0				10.0	4.7	7.4	7.02	0.50
2/5/26			0.921	7.0	7.19	2.0						8.2	6.84	
2/6/26			0.869	7.0	7.05	2.0						8.1	6.86	
2/7/26			0.807			2.0						8.0	6.94	
2/8/26			0.789			2.0								
2/9/26	114	181	0.825	7.0	7.06	2.0				4.0	2.5	7.6	6.90	0.50
2/10/26			2.619	7.0	7.09	2.0						31	7.4	6.89
2/11/26			1.925	7.0	7.05	2.0						7.4	6.90	
2/12/26			1.641	7.0	7.03	2.0						7.5	6.98	
2/13/26			1.338	7.0	7.01	2.0						7.5	6.79	
2/14/26			1.231			2.0								
2/15/26			2.208			2.0								
2/16/26			1.816	8.0	7.00	2.0						7.6	6.82	
2/17/26	56	128	1.428	8.0	7.01	2.0				4.0	4.1	11	7.8	6.94
2/18/26			2.316	8.0	7.11	2.0						7.5	6.99	0.50
2/19/26			1.626	8.0	7.13	2.0						7.6	6.99	
2/20/26			2.115	8.0	7.11	2.0						7.8	7.01	
2/21/26			1.319			2.0								
2/22/26			1.099			2.0								
2/23/26	49	74.6	1.338	8.0	7.10	2.0				4.0	3.2	14	7.4	6.89
2/24/26			1.325	9.0	7.13	2.0						7.6	7.03	0.50
2/25/26			1.646	9.0	7.06	2.0	17,646	2,060				7.8	7.01	
2/26/26			1.415	8.0	6.92	2.0	112,598	8,452				7.6	6.86	
2/27/26			1.198	9.0	7.08	2.0						7.6	6.96	
2/28/26			1.048			2.0								
TOTAL			38.712											
AVERAGE	58	142	1.383	7.7	7.07	2.0				5.5	3.6	11	7.6	6.93
MAXIMUM	114	186	2.619	9.0	7.20	2.0	130,244	10,512	10.0	4.7	31	8.2	7.03	0.50
MINIMUM	49	75	0.789	7.0	6.92	2.0			4.0	2.5	3.0	7.4	6.79	0.50
LIMITS														
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA

Date	INFLUENT WASTEWATER					BELT PRESS			Plant Effluent					Amm. Nit. mg/l
	Sus. Sol. mg/l	BOD5 mg/l	Flow mgd	Temp C	PH	Grit Scr. C.F.	Gals. Wet Sludge Added	Pounds Dry solids Produced	Sus. Sol. mg/l	BOD5 mg/l	Fecal Col./100 ml	D.O. mg/l	PH	
3/1/26			0.923											
3/2/26	33	311	1.260	11.0	6.99	2.0			10.0	7.4	5	7.8	7.04	0.50
3/3/26			2.102	11.0	7.03	2.0						7.6	6.95	
3/4/26			2.515	11.0	7.01	2.0						7.6	6.97	
3/5/26			2.758	11.0	7.00	2.0						7.7	6.96	
3/6/26			2.923	11.0	6.93	2.0						7.8	6.95	
3/7/26			2.204			2.0								
3/8/26	50	547	1.839			2.0								
3/9/26			1.448	12.0	7.09	2.0			13.0	8.4	12	7.5	7.03	0.50
3/10/26			1.243	12.0	7.12	2.0						7.7	7.01	
3/11/26			1.529	12.0	7.15	2.0						7.6	6.95	
3/12/26			2.368	12.0	7.13	2.0						7.8	6.89	
3/13/26			1.578	12.0	7.14	2.0						7.7	6.88	
3/14/26			1.225			2.0								
3/15/26			1.137			2.0								
3/16/26	92	38	1.449	16.0	6.99	2.0			8.0	1.7	7	7.6	6.99	0.50
3/17/26			1.709	12.0	7.12	2.0	145,274	17,205				7.9	6.98	
3/18/26			1.560	10.0	7.10	2.0						7.7	7.00	
3/19/26			1.534	11.0	7.08	2.0						7.6	6.99	
3/20/26			1.422	13.0	7.06	2.0						7.8	6.97	
3/21/26			1.148			2.0								
3/22/26			1.496			2.0								
3/23/26	116	151	1.577	17.0	6.90	2.0			6.0	3.9	25	7.5	6.92	1.030
3/24/26			1.309	16.0	7.07	2.0						7.5	6.89	
3/25/26			1.161	16.0	7.05	2.0						7.6	6.91	
3/26/26			1.158	16.0	7.03	2.0						7.8	6.88	
3/27/26			1.944	16.0	7.01	2.0						8.0	6.86	
3/28/26			0.875			2.0								
3/29/26			1.063			2.0								
3/30/26	640	174	1.056	16.0	7.12	2.0			10.0	0.5	5	7.8	7.06	0.50
3/31/26			0.998	16.0	7.10	2.0						7.8	7.05	
TOTAL			40.511											
AVERAGE	58	262	1.621	12.9	7.05	2.0	145,274	17,205	9.3	5.4	9	7.7	6.95	1.23
MAXIMUM	116	547	2.923	17.0	7.15	2.0			13.0	8.4	25	8.0	7.04	3.42
MINIMUM	33	38	0.875	10.0	6.90	2.0			6.0	1.7	5.0	7.5	6.86	0.50
LIMITS														
AVG MONTHLY	NA	NA	NA	NA	NA	NA	NA	NA	30.0	10.0	200	NA	NA	2.00
MAX DAILY	NA	NA	NA	NA	NA	NA	NA	NA	60.0	20.0	400	NA	9.00	4.00
MIN DAILY	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	7.25	6.00	NA

b. Maintenance Crew – See below.

c. Line Crew #1 – See below.

d. Line Crew #2 – See below.

Work continues on the pistol-grip building, including installation of a monitoring camera to track hauler loads. Crews also repaired two sinkholes on Beech Street, where no structural cause was identified. Materials have been received for the West Main Street Sewer Project in the Hartman Plaza/Dr. Kahn's building area, and work is ongoing on the Chestnut Street sewer upgrades, where a bore may be required to complete the project. Several recent sewer complaints were determined to be weather-related.

e. Waste Water Treatment Plant Study – No discussion took place.

### 9. Stormwater Management Discussions

a. Taylor Street Storm Sewer Update – Mr. Crosten reported that he had no new updates on the Taylor Street project. The Grant applications submitted in March may take 3–5 months for review (expected July–August).

### 10. Business Discussions:

a. Approval Wastewater Treatment Plant Upgrades Task Order No. 121 – Ethan Crosten reviewed the task order related to the wastewater treatment plant study. The task order formalizes the scope and locks in engineering services ahead of the upcoming rate study scheduled for July. Funding for the study is included in the approved Sanitary Board Budget FY 2026/2027.

Loftis/Shaw moved to approve the Wastewater Treatment Plant Upgrades Task Order No. 121 as presented. The motion carried.

## TASK ORDER 121

This is Task Order No. 121  
consisting of 4 pages.

### Task Order

---

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated **November 18 , 2021**. ("Agreement"), Owner and Engineer agree as follows:

#### 1. Background Data

- a. Effective Date of Task Order: March 17, 2026
- b. Owner: City of Buckhannon
- c. Engineer: Potesta & Associates, Inc.
- d. Specific Project (title): Design of Improvements to the Existing Wastewater Treatment Plant and System
- e. Specific Project (description): Design of a Improvements to the Wastewater Treatment Plant and System for City of Buckhannon (including RPR and Construction Administration, as needed) including the following:
  - New Headworks located adjacent to the existing WWTP utilizing conventional treatment technologies.
  - Removal of Grit in the existing oxidation ditches .
  - New SCADA system and monitoring equipment throughout treatment system.
  - Replacement of critical valves at WWTP.
  - New Manual Valve on Effluent Line and replacement of Flap Gate at Effluent Discharge.
  - Replacement of an existing 18-inch forcemain to WWTP.
  - Replacement of 12-inch forcemain from Vicksburg Pump Station to Elias Pump Station.

#### 2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:
  - set forth in Part 1—Basic Services of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.
- B. Resident Project Representative (RPR) Services

---

Task Order Form

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.  
Copyright © 2014 National Society of Professional Engineers, American Council of Engineering Companies,  
and American Society of Civil Engineers. All rights reserved.

Page 1

---

If the scope of services established in Paragraph 2.A above includes RPR services, then Exhibit D of the Agreement is expressly incorporated in this Task Order by reference only if RPR services are authorized as an additional service of this task order.

C. Designing to a Construction Cost Limit

*Does not apply.*

D. Other Services

Engineer shall also provide the following services:

*None.*

E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

### 3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are:

- set forth as Additional Services in Part 2—Additional Services, of Exhibit A, "Engineer's Services for Task Order," modified for this specific Task Order, and attached to and incorporated as part of this Task Order.

### 4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B (as attached to the Agreement between Owner and Engineer for Professional Services dated November 18, 2021), subject to the following:

*None.*

### 5. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

### 6. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
<b>1. Basic Services (Part 1 of Exhibit A)</b>	<b>\$1,765,000</b>	
a. Study and Report Phase (Facility Plan)	\$80,000	Lump Sum
b. Preliminary Design Phase	\$220,000	Lump Sum
c. Final Design Phase	\$440,000	Lump Sum
d. Bidding or Negotiating Phase	\$35,000	Lump Sum
e. Construction Phase		
1) Basic Construction Phase Services	\$290,000	Lump Sum
2) Resident Project Representative (RPR) Services	\$650,000	T&M
f. Post-Construction Phase	\$25,000	Lump Sum
g. Commissioning Phase	\$25,000	Lump Sum
<b>2. Additional Services (Part 2 of Exhibit A)</b>	<b>\$160,000</b>	
a. Geotechnical Engineering	\$25,000	T&M
b. Surveying	\$55,000	T&M
c. Public Service Commission (PSC)	\$5,000	T&M
d. Financing	\$25,000	T&M
e. Environmental Services	\$20,000	T&M
f. Asset Management Plan	\$30,000	T&M
<b>TOTAL</b>	<b>\$1,925,000</b>	

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

### 7. Consultants retained as of the Effective Date of the Task Order:

Consultants will be obtained for structural, architectural, and MEP. These consultants have not been retained as of the effective date of this Task Order, however, the pricing for these services is included in the basic services identified below.

**11. Report of Events, Correspondence, and Information – Mayor Skinner discussed the following with the Board:**

**a. DEP Wastewater Treatment Plant Laboratory Inspection & Corrective Action Plan**

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

April 23, 2025

Justin Carpenter, Program Manager  
Division of Water and Waste Management  
Charleston, WV 25304-2345

**RE: Corrective Action Plan Laboratory Inspection 2026**

Mr. Justin Carpenter,

This letter is response to your noted deficiencies during the inspection of the Buckhannon Sewer Treatment Plant Laboratory on April 1, 2026. The deficiencies are outlined below, along with their planned or completed corrective actions. Deficiencies noted in the report are listed in **bold** print and their corrective action follows in *italicized* print.

1. **. PH meter temperature probe is not being verified quarterly. Please compare the readings of the ATC probe to the certified thermometer to ensure that the ATC probe is still functioning correctly. Document the verifications and record any observed difference between ATC and certified thermometer as a correction factor.**
  - a. *We have made a thermometer calibration sheet that shows both the reading of the probe and the certified thermometer and the difference between them.*
2. **SM 4500-H+B-2021-pH Value by electrometric Method-4.a. Manufacturer's instructions must be followed for pH meter use, & for probe storage storage & preparation**
  - b. *We have been storing pH probe in buffer 7*

With the corrections already being or planning to be applied, this letter is intended to serve as the corrective plan to correct the deficiencies and notice of implementation.

If there are any further questions, please feel free to get in contact with Ethan Crosten or Donald Tenney at 304-472-5459.

Sincerely,

*Ethan Crosten*

**b. PSD Meeting Minutes**

**13. Board Members' Remarks and Announcements (moved ahead of the Executive Session)**

**Crystal Shaw** – Ms. Shaw had nothing further

**Phil Loftis** – Mr. Loftis had nothing further.

**12. Executive Session - Property Matters per WV Code § 6-9A-4**

**At 7:49 a.m., Shaw/Loftis moved to enter an Executive Session to discuss property matters per WV Code § 6-9A-4. The motion carried.**

**At 8:02 a.m., Loftis/Shaw motioned to leave the Executive Session. The motion carried.**

Mayor Skinner noted that at 8:02 a.m., the Board left an Executive Session in which it discussed property matters and made no decisions.

**14. Declaration of Adjournment:**

**There being no further business, the meeting was adjourned at 8:03 a.m. upon a motion by Shaw.**

**Mayor Robert N. Skinner III**

\_\_\_\_\_

**City Recorder Randall H. Sanders**

\_\_\_\_\_