

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

A regular meeting of the Buckhannon Water Board was held on Thursday, June 11, 2026, at 7:30 a.m. in Council Chambers at City Hall. The following individuals were in attendance (GTM indicated by GoToMeeting):

Robbie Skinner	Mayor	Absent
Randy Sanders	City Recorder	Present - GTM
Scott Randall	Board Member	Present - GTM
Shawn Young	Board Member	Present
Don Nestor	Board Member	Present
Erasmio Rizo	Board Member	Present
Tom Rolenson	Water Department Superintendent	Absent
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: Jerry Wamsley; 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 a.m. Thursday, June 11, 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: 05/14/2026
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. Financial Report – Director of Finance Amberle Jenkins
  - a. Approval Water Board Budget Revision FY 2025/2026
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
  - d. Consumer Confidence Report 2026 Covering Calendar Year 2025 (CCR)
9. Business Discussions:
  - a. Water Treatment Plant Replacement Project
    - i. USDA Letter of Conditions WTP & Line Replacement Projection.
    - ii. Review & Approval for Payment Water Project Invoices-Resolution 2026-11
    - iii. Project Design Update
10. New Business Discussions:
  - a. Continued: Review of M.O.U. Road Maintenance Deer Creek Ridge Water Storage Tank
11. Report of Events, Correspondence, and Information
  - a. PR: COB Receives USDA Commitment for Major Water Treatment Plant & Line Replacement Project
  - b. PR: COB Provided Update on Water Treatment Plant Funding Progress
  - c. P.S.D.'S Meeting Minutes
12. Board Members' Remarks and Announcements
13. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on June 5, 2026. Those who participated in this meeting virtually used the following link: <https://global.gotomeeting.com/join/234619757> or joined by phone at (872) 240-3212, access code: 234-619-757.*

**1. Call to Order:** At 7:31 a.m., Recorder Randy Sanders, who was attending by GTM, called the meeting to order. He recognized City Councilmember Shawn Young, who was recently appointed to the Water Board by the Council.

**2. Moment of Silent Reflection** – Recorder Sanders invited those in attendance to join in silent reflection.

**3. Pledge of Allegiance** – Board member Young led the Pledge of Allegiance.

**4. Approval of Previous Meeting Minutes: 05/14/2026** – Recorder Sanders reported that the meeting minutes of May 14, 2026, were not available for consideration, so no action was necessary.

**5. Public Comment—Motion to Open & Close Requested** - No action was necessary.

**6. Recognition of Guests** – None

**7. Financial Report—Director of Finance, Amberle Jenkins** – Mrs. Jenkins provided the May 2026 Financial Report for the Board. Board member Nestor sought clarification regarding a couple of items related to the Water Treatment Plant Replacement Project. Mrs. Jenkins confirmed that the expenses reflected in the financial statements include project-related costs currently being coded through the general ledger. These costs are not operating expenses, and the reported loss for the period is attributable to ongoing plant-project expenditures rather than system operations. He also asked about the handling of revenues generated from the recent water rate increase. Jenkins explained that these revenues are being deposited into the existing project account because the bond documents require that the funds be used for the plant project. Although not yet placed in a separate restricted account, staff noted they have considered doing so to ensure the funds remain dedicated and are not inadvertently spent. Over the next two to three years, these accumulated revenues will be needed for project-related costs and eventual bond payments. She also reported ongoing discussions with funding agencies regarding interim financing for the plant project. The Board is seeking a waiver due to the financial hardship that interim financing would impose. Revenues from PSD wholesale rate adjustments are also being tracked as part of this effort.

With no further questions from the board, a motion was requested to approve the financial report.

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

**WATER BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET**

<b>Balance May 31, 2026</b>	
<b>Money market &amp; checking</b>	<b>\$ 1,304,851.65</b>
<b>WV BTI Water Bd working capital</b>	<b>\$687,301.28</b>
<b>CD 348383 renewed 9-11-25 Citizens 4%</b>	<b>\$275,294.74</b>
<b>Savings 2%Depreciation .05%</b>	<b>\$ 1,524.77</b>

May, 25	\$	1,120,190.43
Jun, 25	\$	1,100,466.48
Jul, 25	\$	1,116,308.50
Aug, 25	\$	1,070,725.67
Sept,25	\$	1,065,529.38
Oct,25	\$	1,146,561.88
Nov,25	\$	1,038,904.48
Dec,25	\$	1,134,927.02
Jan,26	\$	1,080,346.10
Feb, 26	\$	1,091,981.37
Mar,26	\$	1,203,851.78
April, 26	\$	1,252,141.44
May,26	\$	1,304,851.65

**Money Market and Checking Trend**

**Note: Bond Payments began March 2017 \$22752 per mth.**

**Water Project Fund \$4,761,959.21**

**Note: BAN note payment is \$19,489 per month**

400-WATER

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>UTILITY BILLINGS</b>						
400-350-000-00 RESIDENTIAL SALES	1,000,000	102,240.77	1,055,687.75	0.00 (	55,687.75)	105.57
400-350-000-01 COMMERCIAL/INDUSTRIAL SAL	625,000	68,491.87	690,988.45	0.00 (	65,988.45)	110.56
400-350-000-03 PRIVATE FIRE PROTECTION	16,000	1,447.50	15,942.50	0.00	57.50	99.64
400-350-000-04 PUBLIC FIRE PROTECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	1,641,000	172,180.14	1,762,618.70	0.00 (	121,618.70)	107.41
<b>OUTSIDE DISTRICTS</b>						
400-360-000-00 MT HOPE WATER (MASTER MET	200,000	17,485.39	165,183.23	0.00	34,816.77	82.59
400-360-000-01 HODGESVILLE PSD (MASTER M	264,000	34,185.47	337,738.27	0.00 (	73,738.27)	127.93
400-360-000-02 ELKINS ROAD PSD (MASTER M	200,000	19,995.43	222,119.99	0.00 (	22,119.99)	111.06
400-360-000-03 ADRIAN PSD (MASTER METER)	273,000	29,232.52	343,390.79	0.00 (	70,390.79)	125.78
TOTAL OUTSIDE DISTRICTS	937,000	100,898.81	1,068,432.28	0.00 (	131,432.28)	114.03
<b>GRANTS</b>						
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	4,500.00	0.00	6,000.00	42.86
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	103,504.44	0.00	5,995.56	94.52
<b>INTRAFUND CONTR/CHARGES</b>						
400-370-000-01 LATE CHARGES	21,600	2,653.39	27,994.00	0.00 (	6,394.00)	129.60
400-370-000-02 WATER BILLING-NEW SERVICE	0	0.00	0.00	0.00	0.00	0.00
400-370-000-03 CUSTOMER BILL FEES (BANK-S	3,400	300.00	4,850.00	0.00 (	1,450.00)	142.65
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	2,953.39	32,844.00	0.00 (	7,844.00)	131.38
<b>OTHER REVENUE</b>						
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	21,745.86	0.00 (	21,245.86)	4,349.17
400-399-000-00 MISC. NONOPERATING INCOME	33,000	6,194.79	58,741.15	0.00 (	25,741.15)	178.00
TOTAL OTHER REVENUE	33,500	6,194.79	80,487.01	0.00 (	46,987.01)	240.26
<b>TOTAL REVENUE</b>	<b>2,746,000</b>	<b>282,227.13</b>	<b>3,047,886.43</b>	<b>0.00 (</b>	<b>301,886.43)</b>	<b>110.99</b>

400-WATER

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>BAD DEBT</b>						
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<b>NON-OPERATING EXPENSES</b>						
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
<b>TOTAL BAD DEBT</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>DEPRECIATION</b>						
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<b>CONTRIBUTIONS</b>						
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
<b>TOTAL DEPRECIATION</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>RESERVIOR MANGMT DAM</b>						
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<b>SALARIES &amp; BENEFITS</b>						
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
<b>CONTRACTUAL SERVICES</b>						
400-601-211-00 UTILITIES - ELEC,GAS,PHON	25,000	1,786.92	21,253.13	0.00	3,746.87	85.01
400-601-226-00 PAYROLL OVERHEAD (FICA,RE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	25,000	1,786.92	21,253.13	0.00	3,746.87	85.01
<b>COMMODITIES</b>						
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	25.00	25.00	0.00	3,975.00	0.63
400-601-399-00 WATERSHED, DAM MISC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	8,400	25.00	240.51	0.00	8,159.49	2.86
<b>TOTAL RESERVIOR MANGMT DAM</b>	<b>33,400</b>	<b>1,811.92</b>	<b>21,493.64</b>	<b>0.00</b>	<b>11,906.36</b>	<b>64.35</b>
<b>WATER PLANT</b>						
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<b>SALARIES &amp; BENEFITS</b>						
400-642-103-00 WATER PUMPERS SALARIES	454,000	29,141.00	380,758.69	0.00	73,241.31	83.87
400-642-104-00 FICA TAX	34,731	2,232.58	29,171.19	0.00	5,559.81	83.99

400-WATER

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-642-105-00 HEALTH INSURANCE	51,000	3,540.92	45,335.46	0.00	5,664.54	88.89
400-642-106-00 RETIREMENT	40,860	2,622.69	33,489.49	0.00	7,370.51	81.96
400-642-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	580,591	37,537.19	488,754.83	0.00	91,836.17	84.18
<b>CONTRACTUAL SERVICES</b>						
400-642-211-00 UTILITIES - ELEC, GAS, PH	138,000	11,546.74	139,505.96	0.00 (	1,505.96)	101.09
400-642-221-00 TRAINING & CONTINUED EDUC	2,500	75.00	561.75	0.00	1,938.25	22.47
400-642-226-00 UNEMPLOYMENT/COMPENSATION	7,000	0.00	4,049.12	0.00	2,950.88	57.84
TOTAL CONTRACTUAL SERVICES	147,500	11,621.74	144,116.83	0.00	3,383.17	97.71
<b>COMMODITIES</b>						
400-642-341-00 OFFICE EXPENSE	3,000	687.14	2,582.35	0.00	417.65	86.08
400-642-342-00 MAINT TREATMENT PLANT BLD	5,000	2,516.75	4,239.49	21.96	738.55	85.23
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	323.46	2,525.99	0.00	2,974.01	45.93
400-642-344-00 GENERAL EQUIPMENT MAINTEN	20,000	3,252.97	17,165.65	0.00	2,834.35	85.83
400-642-345-00 UNIFORMS PERSONAL SAFETY	6,000	881.89	6,830.58	0.00 (	830.58)	113.84
400-642-346-00 MAINT TREATMENT PLANT EQU	81,000	0.00	42,534.94	0.00	38,465.06	52.51
400-642-347-00 PLANT LAB MAINT & SUPPLIE	15,000	95.50	9,897.49	0.00	5,102.51	65.98
400-642-348-00 CHEMICAL COSTS	270,000	15,639.96	225,249.00	6,744.00	38,007.00	85.92
400-642-349-00 COMPLIANCE MONITORING	27,000	250.00	6,200.89	230.00	20,569.11	23.82
400-642-350-00 TELEMETRY COSTS	19,000	0.00	27,004.88	0.00 (	8,004.88)	142.13
400-642-399-00 PLANT MISCELLANEOUS	3,000	0.00	1,906.74	0.00	1,093.26	63.56
TOTAL COMMODITIES	456,500	23,647.67	346,164.89	6,995.96	103,339.05	77.36
<b>CAPITAL OUTLAY</b>						
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
<b>TOTAL WATER PLANT</b>	<b>1,184,591</b>	<b>72,806.60</b>	<b>979,036.65</b>	<b>6,995.96</b>	<b>198,558.39</b>	<b>83.24</b>
<b>WATER NEW PLANT PROJ</b>						
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<b>COMMODITIES</b>						
400-643-350-00 NEW PLANT PROFESSIONAL SE	75,000	92,044.84	436,079.29	0.00 (	361,079.29)	581.44
TOTAL COMMODITIES	75,000	92,044.84	436,079.29	0.00 (	361,079.29)	581.44
<b>CAPITAL OUTLAY</b>						
400-643-456-00 NEW PLANT PROPERTY PURCHA	0	0.00	802,500.00	0.00 (	802,500.00)	0.00
TOTAL CAPITAL OUTLAY	0	0.00	802,500.00	0.00 (	802,500.00)	0.00
<b>TOTAL WATER NEW PLANT PROJ</b>	<b>75,000</b>	<b>92,044.84</b>	<b>1,238,579.29</b>	<b>0.00 (</b>	<b>1,163,579.29)</b>	<b>1,651.44</b>

400-WATER

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>SALARIES &amp; BENEFITS</b>						
400-660-103-00 T & D LINE CREW SALARIES	489,500	33,453.62	430,652.50	0.00	58,847.50	87.98
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	2,568.39	33,083.37	0.00	23,163.63	58.82
400-660-105-00 HEALTH INSURANCE	120,000	7,531.78	109,943.28	0.00	10,056.72	91.62
400-660-106-00 RETIREMENT	65,350	3,010.84	37,980.04	0.00	27,369.96	58.12
400-660-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	731,097	46,564.63	611,659.19	0.00	119,437.81	83.66
<b>CONTRACTUAL SERVICES</b>						
400-660-211-00 UTILITIES - ELEC,GAS,PHON	38,000	1,498.65	21,478.87	0.00	16,521.13	56.52
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	0.00	7,172.86	0.00	5,827.14	55.18
TOTAL CONTRACTUAL SERVICES	54,000	1,498.65	29,176.73	0.00	24,823.27	54.03
<b>COMMODITIES</b>						
400-660-341-00 OFFICE EXPENSE	5,000	562.78	5,319.81	0.00 (	319.81)	106.40
400-660-342-00 MAINTENANCE GARAGE BLDG	4,500	0.00	2,099.21	0.00	2,400.79	46.65
400-660-343-00 VEHICLE MAINTENANCE	9,000	108.65	6,124.02	0.00	2,875.98	68.04
400-660-343-01 LINE VEHICLE FUEL	15,000	1,483.26	11,601.81	0.00	3,398.19	77.35
400-660-344-00 GENERAL EQUIPMENT MAINTEN	17,000	1,128.67	13,738.83	0.00	3,261.17	80.82
400-660-345-00 UNIFORMS-PERSONAL SAFETY	7,000	125.99	6,758.14	0.00	241.86	96.54
400-660-347-00 BOOSTER PUMP BLDG EQUIP M	20,000	390.31	2,011.16	0.00	17,988.84	10.06
400-660-348-00 DISTRIBUTION TANK MAINTEN	5,000	125.98	530.70	0.00	4,469.30	10.61
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	7,206.99	69,721.13	656.10	79,622.77	46.92
400-660-353-00 MAPPING & LINE LOCATING E	8,000	1,082.67	11,088.95	0.00 (	3,088.95)	138.61
400-660-354-00 FIRE SERVICE MATERIALS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	242,010	12,215.30	130,503.36	656.10	110,850.54	54.20
<b>NON-OPERATING EXPENSES</b>						
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
<b>TOTAL WATER LINES</b>	<b>1,028,607</b>	<b>60,278.58</b>	<b>771,790.20</b>	<b>656.10</b>	<b>256,160.70</b>	<b>75.10</b>
<b>WATER METERS</b>						
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<b>SALARIES &amp; BENEFITS</b>						
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

400-WATER

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CONTRACTUAL SERVICES</b>						
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
<b>COMMODITIES</b>						
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-PERSONAL 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
<b>NON-OPERATING EXPENSES</b>						
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
<b>OFFICE/ADMIN</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
400-920-101-00 AD & GE SALARIES BOARD	16,800	1,200.00	14,000.00	0.00	2,800.00	83.33
400-920-103-00 AD & GE OFFICE SALARIES	231,000	15,512.78	185,010.94	0.00	45,989.06	80.09
400-920-104-00 FICA TAX	19,000	1,279.07	15,232.59	0.00	3,767.41	80.17
400-920-105-00 HEALTH INSURANCE	24,000	1,760.21	21,852.74	0.00	2,147.26	91.05
400-920-106-00 RETIREMENT	22,302	1,364.70	16,293.00	0.00	6,009.00	73.06
400-920-109-00 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	313,102	21,116.76	252,389.27	0.00	60,712.73	80.61
<b>CONTRACTUAL SERVICES</b>						
400-920-211-00 UTILITIES - ELEC,GAS,PHON	2,000	185.98	1,910.15	0.00	89.85	95.51
400-920-221-00 TRAINING & CONTINUED EDUC	500	0.00	0.00	0.00	500.00	0.00
400-920-226-00 UNEMPLOYMENT/COMPENSATION	2,600	0.00	2,634.25	0.00	(34.25)	101.32
400-920-232-00 BOND ANNUAL FEE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	5,100	185.98	4,544.40	0.00	555.60	89.11
<b>COMMODITIES</b>						
400-920-341-00 MATERIALS & SUPPLIES EXPE	60,000	6,287.98	45,845.95	0.00	14,154.05	76.41
400-920-343-00 VEHICLE MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
400-920-347-00 GENERAL EQUIPMENT MAINTEN	0	0.00	0.00	0.00	0.00	0.00
400-920-348-00 MAINTENANCE & RENT-OFFICE	10,950	0.00	10,950.00	0.00	0.00	100.00
400-920-349-00 AUDITING EXPENSE	9,500	0.00	6,091.25	0.00	3,408.75	64.12
400-920-350-00 PROFESSIONAL & LEGAL EXPE	24,751	1,354.17	29,906.29	0.00	(5,155.29)	120.83
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	245.00	52,069.53	0.00	1,030.47	98.06

400-WATER

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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	7,887.15	152,508.22	0.00	13,742.78	91.73
<b>CAPITAL OUTLAY</b>						
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
<b>NON-OPERATING EXPENSES</b>						
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	3,040.45	63,289.46	0.00	17,710.54	78.14
TOTAL NON-OPERATING EXPENSES	81,000	3,040.45	63,289.46	0.00	17,710.54	78.14
TOTAL OFFICE/ADMIN	585,453	32,230.34	473,172.10	0.00	112,280.90	80.82
<b>BAD DEBTS</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
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
<b>BOND PAYMENTS</b>						
=====						
<b>CONTRACTUAL SERVICES</b>						
400-970-221-00 WATER BOND A 2016	270,400	22,275.71	246,575.82	0.00	23,824.18	91.19
400-970-221-01 WATER BOND 2016 RESERVE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	270,400	22,275.71	246,575.82	0.00	23,824.18	91.19
<b>COMMODITIES</b>						
400-970-331-00 BOND PYMT \$6M LOAN PHASE	165,655	19,488.90	146,166.75	0.00	19,488.25	88.24
TOTAL COMMODITIES	165,655	19,488.90	146,166.75	0.00	19,488.25	88.24
TOTAL BOND PAYMENTS	436,055	41,764.61	392,742.57	0.00	43,312.43	90.07
<b>CAPITAL/PROJECTS</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
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-WATER

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-143 MEADE-CENTRAL	0	0.00	0.00	0.00	0.00	0.00
400-999-163-00 PLANT LAB UPGRADE	0	0.00	0.00	0.00	0.00	0.00
400-999-170-00 ATLANTIC CST PIPEL PASSTH	0	0.00	0.00	0.00	0.00	0.00
400-999-172-00 KENNEDY HYDRANT REPLACEME	0	0.00	0.00	0.00	0.00	0.00
400-999-173-00 MEADE - COLLEGE TO CAMPEN	0	0.00	0.00	0.00	0.00	0.00
400-999-176-00 LIGHTBURN STREET	75,000	0.00	17,371.03	0.00	57,628.97	23.16
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. BEH TANK	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	129,000	0.00	19,462.74	0.00	109,537.26	15.09

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 PROJEK	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 LAWMOWER	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	6,228.04	12,090.55	0.00	17,909.45	40.30
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-WATER

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
400-999-682-02 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	2,424.34	26,600.85	0.00	4,499.15	85.53
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	8,652.38	116,596.40	0.00	94,503.60	55.23
TOTAL CAPITAL/PROJECTS	340,100	8,652.38	136,059.14	0.00	204,040.86	40.01
TOTAL EXPENDITURES	3,683,206	309,589.27	4,012,873.59	7,652.06	( 337,319.65)	109.16
REVENUE OVER/(UNDER) EXPENDITURES	( 937,206)	( 27,362.14)	( 964,987.16)	( 7,652.06)	35,433.22	103.78

MAY 2026 WATER PAYMENT OF BILLS

\$2,516.75 – LOWES – SOFFIT, J-CHANNEL, H-CHANNEL & LUMBER

\$15,639.96 – PHOENIX SOLUTIONS – CHEMICAL COST

\$3,238.66 – CORE & MAIN – HYMAX, SAW BLADE, BRASS SADDLE

\$82,577.50 – POTESTA & ASSOCIATES – NEW PLANT PROFESSIONAL SERVICES

\$9,467.34 – STEPTOE & JOHNSON – NEW PLANT PROFESSIONAL SERVICES

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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	1,771.26
		601-211-00	UTILITIES - ELEC,GAS	110 136 713 804 EWMS 262TL	15.66
	DIVISION OF WATER & WASTE MN	601-347-00	MAINTENANCE DAM	2026 ANNUAL DAM REG FEE	25.00
				TOTAL:	1,811.92
WATER PLANT	MON POWER	642-211-00	UTILITIES - ELEC, GA	110 087 859 879 NEW WATR T	10,301.60
	WV PUBLIC EMPLOYEES INSURANC	642-105-00	HEALTH INSURANCE	WATER MAY 2026 HEALTH INS	3,454.92
		642-105-00	HEALTH INSURANCE	WATER MAY RETIREE'S INS	60.00
	MOUNTAINEER GAS COMPANY	642-211-00	UTILITIES - ELEC, GA	356643-423105 WOOD ST	26.65
		642-211-00	UTILITIES - ELEC, GA	265523-309439 WOOD ST NEW	530.19
	HART OFFICE SOLUTIONS INC	642-341-00	OFFICE EXPENSE	WAT 153 CLRED CPY MAY 26	48.55
	LOWES BUSINESS ACCOUNTS/SYNC	642-342-00	MAINT TREATMENT PLAN	SOFFIT & J-CHANNEL	2,300.95
		642-342-00	MAINT TREATMENT PLAN	H-CHANNEL	179.20
		642-342-00	MAINT TREATMENT PLAN	2X4X8 LUMBER	36.60
		642-347-00	PLANT LAB MAINT & SU	BATTERIES&AIR FLTR-PLNT	95.50
	WV DEPT OF HEALTH	642-349-00	COMPLIANCE MONITORIN	FLUORIDE SAMPLE 5.6.26	20.00
	WV PUBLIC EMPLOYEES RETIREME	642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	648.00
		642-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	689.04
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	604.80
		642-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	680.85
	PHOENIX SOLUTIONS LLC	642-348-00	CHEMICAL COSTS	PPAC,SODA ASH,POT. PRMNGM	5,603.98
		642-348-00	CHEMICAL COSTS	CL,PPAC,POT PERM,SODA ASH	10,035.98
	OFFICE OF WATER PROGRAMS CA	642-221-00	TRAINING & CONTINUED	PCRD-PATRICK TENNEY TRAINI	75.00
	MY BUCKHANNON	642-341-00	OFFICE EXPENSE	SURPLUS AUCTION RN 2 WKS	61.60
	ST JOSEPH HOSPITAL OF BUCKHA	642-341-00	OFFICE EXPENSE	LAB TEST-ERIC THOMASON	70.00
	INTERNAL REVENUE SERVICE	642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	864.37
		642-104-00	FICA TAX	FICA WITHHELD AND MATCHED	945.04

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FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	202.15
		642-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	221.02
	CLARKSBURG WATER BOARD	642-349-00	COMPLIANCE MONITORIN	BACT SAMPLES APR 2026	230.00
	AMAZON.COM	642-344-00	GENERAL EQUIPMENT MA	PCRD-KEEN UTILITY BOOTS MY	144.95
	PAYFLEX - INSPIRA	642-105-00	HEALTH INSURANCE	WATER APR 2026 HSA FEES	13.00
		642-105-00	HEALTH INSURANCE	WATER MAY 2026 HSA FEES	13.00
	ROTARY CLUB OF BUCKHANNON-UP	642-341-00	OFFICE EXPENSE	APR-MAY 2026 BLOOD SCREEN	237.50
	LYNX WV INC	642-211-00	UTILITIES - ELEC, GA	WATER ANTENNA RNT MAY 2026	35.00
	AT&T MOBILITY	642-211-00	UTILITIES - ELEC, GA	PCRD-APR 26 CELL PHN & GEO	365.33
		642-341-00	OFFICE EXPENSE	PCRD-CELL PHN REPL JERRY M	172.89
	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	106.23
	CUMMINS SALES & SERVICE FAIR	642-344-00	GENERAL EQUIPMENT MA	INDSTR PRK 2NDQ26 GEN MA	773.82
		642-344-00	GENERAL EQUIPMENT MA	RAW WTR 2NDQ26 GEN MAINT	769.32
		642-344-00	GENERAL EQUIPMENT MA	TENN 2NDQ26 GEN MAINT	764.82
		642-344-00	GENERAL EQUIPMENT MA	WTP 2ND Q 2026 GEN MAINT	800.06
	FLYERS ENERGY LLC	642-343-01	PLANT VEHICLE FUEL	WATER FUEL BILL APR 2026	323.46
	CINTAS	642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS 5.4.26	251.97
		642-345-00	UNIFORMS PERSONAL SA	WAT UNIFORMS 5.11.26	251.97
		642-345-00	UNIFORMS PERSONAL SA	WAT UNIFORMS 5.18.26	251.97
		642-345-00	UNIFORMS PERSONAL SA	WATER UNIFORMS 5.26.26	125.98
	STRATEGY LLC	642-341-00	OFFICE EXPENSE	WAT JUNE 2026 MICROSOFT OF	96.60
	**PAYROLL EXPENSES			5/01/2026 - 5/31/2026	29,141.00
				TOTAL:	72,806.60
WATER LINES	MON POWER	660-211-00	UTILITIES - ELEC,GAS	110 085 818 216 DEERCKBOOS	59.94
		660-211-00	UTILITIES - ELEC,GAS	110 085 973 250 RT 3	10.70
		660-211-00	UTILITIES - ELEC,GAS	110 085 340 724 BRUSHY FO	134.87
		660-211-00	UTILITIES - ELEC,GAS	110 088 895 773 TANK #3	10.70
		660-211-00	UTILITIES - ELEC,GAS	110 100 156 634 ST JOE TOW	17.05
		660-211-00	UTILITIES - ELEC,GAS	110 114 638 833 VICTORIA H	11.07
		660-211-00	UTILITIES - ELEC,GAS	110 117 519 980 2425 BRUSH	10.70
		660-211-00	UTILITIES - ELEC,GAS	110 117 519 956 2412 RT20	11.14
		660-211-00	UTILITIES - ELEC,GAS	110 152 507 908 300 CLKSBG	11.25
		660-211-00	UTILITIES - ELEC,GAS	110 177 635 569 LITTLE SND	11.11
	REGION VII PLANNING PDC	660-353-00	MAPPING & LINE LOCAT	WAT GIS SERVICES APR 2026	1,007.50
	LEAF	660-341-00	OFFICE EXPENSE	WATER PRNTR LSE MAY 2026	133.00
	RITE-WAY HEATING & PLUMBING	660-352-00	NEW SERVICES, UPGRAD	SHOVEL	52.89
	WV PUBLIC EMPLOYEES INSURANC	660-105-00	HEALTH INSURANCE	WATER MAY 2026 HEALTH INS	7,322.78
		660-105-00	HEALTH INSURANCE	WATER MAY RETIREE'S INS	144.00
	MOUNTAINEER GAS COMPANY	660-211-00	UTILITIES - ELEC,GAS	356643-423105 WOOD ST	26.64
		660-211-00	UTILITIES - ELEC,GAS	265523-309439 WOOD ST NEW	530.19
	AUTO ZONE	660-343-00	VEHICLE MAINTENANCE	BRKE SHE,BRKESPRNG-W8	108.65
	ADVANCE AUTO PARTS	660-344-00	GENERAL EQUIPMENT MA	PCRD-FLAT STRAPS	36.68
	NAPA-AMTOWER AUTO SUPPLY	660-352-00	NEW SERVICES, UPGRAD	HYDRANT O-RING	8.52
	HART OFFICE SOLUTIONS INC	660-341-00	OFFICE EXPENSE	WAT 201 COLORED COPIES	44.65
		660-341-00	OFFICE EXPENSE	WAT 246 COLORED COPIES	53.96
	MISS UTILITY OF WEST VIRGINI	660-353-00	MAPPING & LINE LOCAT	APR 2026 811 LOCATE FEES	75.17
	LOWES BUSINESS ACCOUNTS/SYNC	660-352-00	NEW SERVICES, UPGRAD	PCRD-GREEN ORANGE RED PAIN	51.40
		660-352-00	NEW SERVICES, UPGRAD	PAINT,FNE WRE BRSH,ELC TP	126.96
		660-352-00	NEW SERVICES, UPGRAD	PCRD-TOOL BAG & TOOLS	245.34
		660-344-00	GENERAL EQUIPMENT MA	TOOL BXES-SHP,WDGE ANCHRS	1,029.78
		660-344-00	GENERAL EQUIPMENT MA	LAWN MOWER BLADES	62.21

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		660-347-00	BOOSTER PUMP BLDG EQ	HSE,MAT,-ARPRT BSTR SPLY	204.21
		660-347-00	BOOSTER PUMP BLDG EQ	PVC MSC-ARPRT BSTR SUPPLY	26.10
	BRUFFEY TRUCKING INC	660-352-00	NEW SERVICES, UPGRAD	57'S STNE, (3/4) CRSHR RUN	1,406.82
	WV PUBLIC EMPLOYEES RETIREME	660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,013.84
		660-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	1,136.06
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	424.80
		660-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	436.14
	FERGUSON WATERWORKS	660-352-00	NEW SERVICES, UPGRAD	SADDLES,CORP STPS,PVC PPE	1,260.43
	CORE & MAIN LP	660-352-00	NEW SERVICES, UPGRAD	202B-750-CC3 BRASS SADDLE	438.44
		660-352-00	NEW SERVICES, UPGRAD	SAW BLADE	153.19
		660-352-00	NEW SERVICES, UPGRAD	HYMAXS	2,647.03
	TRACTOR SUPPLY CREDIT PLAN	660-348-00	DISTRIBUTION TANK MA	PCRD-WEED & GRASS KILLER	125.98
	WALMART STORES INC -BUCKHANN	660-341-00	OFFICE EXPENSE	PCRD-OFFICE SUPPLIES	93.67
	INTERNAL REVENUE SERVICE	660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	994.78
		660-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,086.79
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	232.65
		660-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	254.17
	AMAZON.COM	660-347-00	BOOSTER PUMP BLDG EQ	PCRD-DAYTON BLOWER	160.00
	PAYFLEX - INSPIRA	660-105-00	HEALTH INSURANCE	WATER APR 2026 HSA FEES	32.50
		660-105-00	HEALTH INSURANCE	WATER MAY 2026 HSA FEES	32.50
	ROTARY CLUB OF BUCKHANNON-UP	660-341-00	OFFICE EXPENSE	APR-MAY 2026 BLOOD SCREEN	237.50
	AT&T MOBILITY	660-211-00	UTILITIES - ELEC,GAS	PCRD-APR 26 CELL PHN & GEO	365.33
	FREEDOM AG & ENERGY COOPERAT	660-352-00	NEW SERVICES, UPGRAD	GRASS SEED-WATER DEPT	59.99
		660-352-00	NEW SERVICES, UPGRAD	2 GAL SPRYER,1 GAL SPRYER	55.98
	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	106.22
	FLYERS ENERGY LLC	660-343-01	LINE VEHICLE FUEL	WATER FUEL BILL APR 2026	1,483.26
	CIHTAS	660-345-00	UNIFORMS-PERSONAL SA	WATER UNIFORMS 5.26.26	125.99
	METHENY CONTRACTING	660-352-00	NEW SERVICES, UPGRAD	TOPSOIL	700.00
	**PAYROLL EXPENSES			5/01/2026 - 5/31/2026	33,453.62
				TOTAL:	60,278.58
OFFICE/ADMIN	WV PUBLIC EMPLOYEES INSURANC	920-105-00	HEALTH INSURANCE	WATER MAY 2026 HEALTH INS	1,723.21
		920-105-00	HEALTH INSURANCE	WATER MAY RETIREE'S INS	24.00
	WV PUBLIC EMPLOYEES RETIREME	920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	513.48
		920-106-00	RETIREMENT	WV RETIREMENT CONTRIBUTION	511.96
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	160.48
		920-106-00	RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	178.78
	THOMAS J O'NEILL	920-350-00	PROFESSIONAL & LEGAL	JUNE 2026 ATTORNEY FEES	1,354.17
	COLLECTION ACCOUNT	920-341-00	MATERIALS & SUPPLIES	APR 2026 CC FEES	2,735.43
		920-341-00	MATERIALS & SUPPLIES	MAR 2026 CC FEES	2,787.18
	GENERAL FUND	920-341-00	MATERIALS & SUPPLIES	APR 2026 LOC FEES	72.50
		920-341-00	MATERIALS & SUPPLIES	MAR 2026 LOC FEES	72.50
		920-341-00	MATERIALS & SUPPLIES	MAY 2026 LOC FEES	72.50
	PIN CENTER	920-341-00	MATERIALS & SUPPLIES	25 KEYS TO CITY & POUCHES	99.62
	WVNET	920-341-00	MATERIALS & SUPPLIES	WEB HOSTING APR-JUN 2026	26.25
	WALMART STORES INC -BUCKHANN	920-341-00	MATERIALS & SUPPLIES	PCRD-PAPER TWLS BATH TISSU	48.36
		920-341-00	MATERIALS & SUPPLIES	PCRD-PAPER TWLS BATH TISSU	56.77
	DELUX BUSINESS FORMS	920-999-00	ADM BOARD-BILLING MI	PCRD-COLLECTION ACCT CKS	204.74
	INTERNAL REVENUE SERVICE	920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	464.49
		920-104-00	FICA TAX	FICA WITHHELD AND MATCHED	572.12
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	108.65
		920-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	133.81

FUND: WATER

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AMAZON.COM	920-341-00	MATERIALS & SUPPLIES	PCRD-HON FILING CABINET	164.76
		920-341-00	MATERIALS & SUPPLIES	PCRD-ENVELOPES GIFT BOXES	8.48
		920-341-00	MATERIALS & SUPPLIES	PCRD-ENVELOPES	4.01
	PAYFLEX - INSPIRA	920-105-00	HEALTH INSURANCE	WATER APR 2026 HSA FEES	6.50
		920-105-00	HEALTH INSURANCE	WATER MAY 2026 HSA FEES	6.50
	ROTARY CLUB OF BUCKHANNON-UP	920-341-00	MATERIALS & SUPPLIES	APR-MAY 2026 BLOOD SCREEN	90.00
	LYNX WV INC	920-999-00	ADM BOARD-BILLING MI	IT SERVICES MAY 2026	450.00
	AT&T MOBILITY	920-211-00	UTILITIES - ELEC,GAS	PCRD-APR 26 CELL PHN & GEO	41.70
	US POSTAL SERVICE (CMRS-FP)	920-999-00	ADM BOARD-BILLING MI	MAY 2026 POSTAGE BY PHNE	250.00
	FP FINANCE PROGRAM	920-999-00	ADM BOARD-BILLING MI	MAY 2026 MAILER & INSERT P	94.30
	INDUSTRIAL APPRAISAL COMPANY	920-352-00	PROPERTY INSURANCE	ANNL REEVLTN WAT&SAN	245.00
	OPTIMUM B2B, DEPT. 1264	920-999-00	ADM BOARD-BILLING MI	MAY 2026 CH INTERNET	212.50
	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	JUNE 2026 PLOTTER RENT	78.91
	STRATEGY LLC	920-999-00	ADM BOARD-BILLING MI	MAY 2026 IT CONTRACT	1,750.00
	BEENVERIFIED	920-341-00	MATERIALS & SUPPLIES	PCRD-APRIL 2026 BACKGROUND	10.00
	CINDY CRISLIP	920-341-00	MATERIALS & SUPPLIES	REIMB FOR NOTARY FEE	13.00
	C & B BLUEPRINT INC	920-341-00	MATERIALS & SUPPLIES	MATTE BLCK PLOTTER INK	26.62
	**PAYROLL EXPENSES			5/01/2026 - 5/31/2026	16,712.78
				TOTAL:	32,230.34
BOND	MUNICIPAL BOND COMM OF WV	970-331-00	BOND PYMT \$6M LOAN P	NEW WATER PLANT MAY BOND P	19,488.90
		970-221-00	WATER BOND A 2016	MAY 2026 WATER BOND A PYMT	22,275.71
				TOTAL:	41,764.61
CAPITAL/PROJECTS	LOWES BUSINESS ACCOUNTS/SYHC	999-672-00	LEAK DETECTION EQUIP	PCRD-MATERIALS MT HOPE SCA	14.64
	ENTERPRISE FM TRUST	999-682-04	SUPERVISOR TRUCK	25H3G4 2021 RAM 1500	405.28
		999-682-04	SUPERVISOR TRUCK	28M236 2025 TOYOTA TACOMA	504.95
		999-682-04	SUPERVISOR TRUCK	28M239 2025 TOYOTA TACOMA	504.95
		999-682-04	SUPERVISOR TRUCK	28M23G 2025 TOYOTA TACOMA	504.58
		999-682-04	SUPERVISOR TRUCK	28M23M 2025 TOYOTA TACOMA	504.58
	AMAZON.COM	999-672-00	LEAK DETECTION EQUIP	PCRD-POWER SUPPLY MT HOPE	177.18
	DXP ENTERPRISES INC	999-672-00	LEAK DETECTION EQUIP	MSSN SCA EQP-MT HPE MSTR	6,036.22
				TOTAL:	8,652.38

**a. Approval Water Board Budget Revision FY 2025/2026** – Mrs. Jenkins reviewed the Budget Revision No. 2 for FY 2025/2026. She explained that, with the fiscal year ending June 30, several expenditure line items required adjustment. No revenue changes were necessary, as current revenues were sufficient to support the revision. To balance the budget, Water Plant salaries were reduced by \$15,000 and reallocated those funds to expenditure lines that had exceeded projections. Increases were required in several categories: electric, gas, and phone — utility costs rose over the past year, resulting in higher-than-budgeted expenses. Uniforms — the department is now in its first full year with the new uniform vendor, requiring an additional \$2,000. Telemetry — the Mission system upgrade completed last year had not yet been fully budgeted; \$10,000 was added to cover the \$16,000 upgrade cost. Mapping and line work — Region VII continues to assist with mapping, with invoices averaging \$1,000-\$1,100 per month. An additional \$7,000 was added to this line. Professional and legal services — this line required an additional \$6,500 to account for the property appraisal associated with the Water Treatment Plant project, along with ongoing costs

for the City Attorney, CPA support for year-end closeout, and PSC reporting. Mrs. Jenkins emphasized that the revision is budget-neutral, with expenditure increases offset by reductions in other lines. The purpose of the revision is to clean up and properly align year-end line items. With no further questions from the Board, a motion was requested to approve the budget revision.

**Rizo/Nestor moved to approve the Water Board Budget Revision No. 2 FY 2025/2026 as presented. The motion carried.**

Water Budget Revision	#2				
6/11/2026					
Revenues					
400-3	No Revenue Adjustments	\$ -	\$ -	\$ -	
			\$ -	\$ -	
400-642-103-00	Water Pumper Salaries	\$ 454,000.00	\$ (15,000.00)	\$ 439,000.00	
400-642-211-00	Utilities Elec,Gas,Phone	\$ 138,000.00	\$ 14,000.00	\$ 152,000.00	
400-642-345-00	Uniforms -plant	\$ 6,000.00	\$ 2,000.00	\$ 8,000.00	
400-342-349-00	Compliance monitoring	\$ 27,000.00	\$ (5,000.00)	\$ 22,000.00	
400-642-350-00	Telemetry Costs	\$ 19,000.00	\$ 10,000.00	\$ 29,000.00	Mission upgrade \$16T
400-660-103-00	T&D Line Salaries	\$ 489,500.00	\$ (5,000.00)	\$ 484,500.00	
400-660-104-00	FICA	\$ 56,247.00	\$ (5,000.00)	\$ 51,247.00	
400-660-105-00	Health Ins	\$ 120,000.00	\$ (7,000.00)	\$ 113,000.00	
400-660-106-00	Retirement	\$ 65,350.00	\$ (5,000.00)	\$ 60,350.00	
400-660-341-00	Line Office	\$ 5,000.00	\$ 1,000.00	\$ 6,000.00	
400-660-345-00	line uniforms	\$ 7,000.00	\$ 500.00	\$ 7,500.00	
400-660-353-00	Mapping& Line	\$ 8,000.00	\$ 7,000.00	\$ 15,000.00	
400-920-211-00	Utilities-Elec,Gas,Phone	\$ 2,000.00	\$ 300.00	\$ 2,300.00	
400-920-226-00	Unemployment/Compen	\$ 2,600.00	\$ 700.00	\$ 3,300.00	
400-920-350-00	Professional & Legal	\$ 24,751.00	\$ 6,500.00	\$ 31,251.00	
			\$ -	\$ -	
			\$ -		

Recorder Sanders recognized Tim Ball of Potesta and moved **9. Business Discussions: a. Water Treatment Plant Replacement Project, iii. Project Design Update to the table.**

**iii. Project Design Update** - Mr. Ball reported that Potesta’s primary focus over the past month has been refining the floor plan layout for the Water Treatment Plant project, particularly the allocation of space for chemical storage and feed systems. Staff received a preliminary layout in April and provided feedback. Potesta has since revised the floor plan, and Ball stated that all staff comments—especially the request to locate the operators’ area and laboratory closer together and adjacent to the filter room—have been successfully incorporated. The architect is finalizing updates, and a revised set of plans should be delivered to City staff within the next couple of weeks. Potesta is also preparing a detailed report on hypochlorite system options. Ball reminded the Board that the project design discontinues the use of chlorine gas due to safety concerns and transitions the plant to a hypochlorite-based disinfection system. Several decisions remain regarding chemical storage and whether to purchase or generate hypochlorite on-site. Potesta has been evaluating these options over the past six to eight weeks and expects to present recommendations to staff within the next two weeks. Looking ahead, Potesta will begin pump and filter design in the coming month, followed by structural design. Structural work has not yet begun because the team is still finalizing the building’s internal layout; once the floor plan is locked in, structural details can be finalized. Recorder Sanders asked about the current building occupant and whether their timeline for vacating the property is affecting project progress. Ball stated that Potesta has completed all necessary exterior surveying and does not currently require access to the interior. The occupant’s request for additional time—whether 60, 90, or even 100 days—does not impede Potesta’s work at this stage.

Recorder Sanders then moved the other items under agenda item #9 to the table:

**i. USDA Letter of Conditions WTP & Line Replacement Projection, and ii. Review & Approval for Payment Water Project Invoices-Resolution 2026-11.**

**i. USDA Letter of Conditions WTP & Line Replacement Projection** - Shane Whitehair of Region VII Planning & Development Council reported that USDA Rural Development representatives recently visited Buckhannon to presenting the Letter of Conditions for the Water Treatment Plant and Line Replacement Project. The meeting provided an overview of the federal requirements and outlined the steps the City must complete moving forward. Whitehair emphasized that USDA’s commitment—a \$31 million loan and a \$2 million grant—is a major milestone and significantly strengthens the City’s position as it seeks additional state and federal funding partners. Securing this first commitment is critical to encouraging other agencies to participate. He also noted that the next major objective is obtaining a waiver of interim financing, which USDA typically requires. Staff have been assembling the necessary financial documentation, and USDA leadership indicated they

would assist with the process. A formal request letter will be submitted once all supporting materials are complete. Recorder Sanders thanked Whitehair for his assistance with public communications, noting that coordination with USDA and Region VII has been essential to ensuring accurate and timely information is shared with the community.



United States Department of Agriculture

Rural Development May 20, 2026

West Virginia State  
Office

1550 Earl Core Road,  
Suite 101  
Morgantown, WV  
26505

Voice 304.284.4860  
1.800.295.8228

The Honorable Robert Skinner III, Mayor  
City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201

**SUBJECT:** Letter of Conditions  
Project Name: Water Treatment Plant and Line Replacement Project  
Water and Waste Disposal Systems for Rural Communities CFDA NUMBER – 10.760

Agency Loan: \$31,310,000  
Agency Grant: \$2,000,000  
Other Funding: \$14,000,000

Dear Mayor Skinner:

This letter establishes conditions which must be understood and agreed to by you before further consideration may be given to your application, including US Department of Agriculture General Terms and Conditions for Federal Awards effective December 31, 2025 (USDA GT&C). The loan and/or grant will be administered on behalf of the Rural Utilities Service (RUS) by the State and Area staff of USDA Rural Development (RD), both of which are referred to throughout this letter as the Agency. Any changes in project cost, source of funds, scope of project, or any other significant changes in the project or applicant must be reported to and concurred with by the Agency by written amendment to this letter. This includes any significant changes in the Applicant's financial condition, operation, organizational structure or executive leadership. Any changes made without Agency concurrence may be cause for discontinuing processing of the application.

This letter does not constitute loan and/or grant approval, nor does it ensure that funds are or will be available for the project. The funding is being processed on the basis of a loan not to exceed \$31,310,000 and a grant not to exceed \$2,000,000. The loan and grant will be considered approved on the date Form RD 1940-1, "Request for Obligation of Funds" is signed by the Agency approval official.

The applicant will ensure projects are completed in a timely, efficient, and economical manner. You must meet all conditions set forth under Section III – Requirements Prior to Advertising for Bids within 1 year of this letter.

If you do not meet the conditions of this letter, the Agency reserves the right to withdraw Agency funding.

**ii. Review & Approval for Payment Water Project Invoices-Resolution 2026-11 – Mr. Whitehair reviewed the monthly pay request for the Water Treatment Plant and Line Replacement Project. The total amount for Pay Request No. 7 is \$107,449.08. The request includes: Potesta & Associates – two invoices: Design Services - \$99,732.83 and Surveying work at the plant site, \$2,817.50. Steptoe & Johnson – \$4,858.75 for Legal Services related to property acquisition. The combined total of all invoices for the month is \$107,449.08. With no questions or concerns from the Board, the Chair requested a motion to approve Resolution 2026-11.**

**Nestor/Rizo moved to approve the payment of Water Project Invoices-Resolution 2026-11 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 #7**  
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	172606	05/31/2026			99,772.83	<b>99,772.83</b>
Potesta & Associates	172607	05/31/2026			2,817.50	<b>2,817.50</b>
Steptoe & Johnson	1263787	06/05/2026			4,858.75	<b>4,858.75</b>
		<b>TOTALS:</b>			<b>\$107,449.08</b>	<b>\$107,449.08</b>

**ADOPTED BY** the Buckhannon Water Board at a meeting held on the 11<sup>th</sup> day of June 2026.

Buckhannon Water Board  
By:   
Robert N. Skinner III, Mayor

[https://regionv.wv.gov/regionv/regionv/PlanningDevelopment/Shared Documents/Projects/Active/472-Buckhannon WTP/Requisitions/Resolution 472 - BAN Resolution #7.docx](https://regionv.wv.gov/regionv/regionv/PlanningDevelopment/Shared%20Documents/Projects/Active/472-Buckhannon%20WTP/Requisitions/Resolution%20472-BAN%20Resolution%20#7.docx)

**8. Department Report** – Recorder Sanders recognized Jerry Wamsley, appearing on behalf of Superintendent Rollenson, to present the monthly reports.

- a. Monthly Water Department Report** – See the report, which highlights 6 water leaks repaired, 1 new service installed, 7 meters changed, 184 customer service requests, 19,190 gallons sold from plant, 71.1 million gallons treated (avg. 2.29 MGD), Cost per million gallons: \$215.45, and water loss: 11.63%.

# CITY OF BUCKHANNON WATER DEPARTMENT

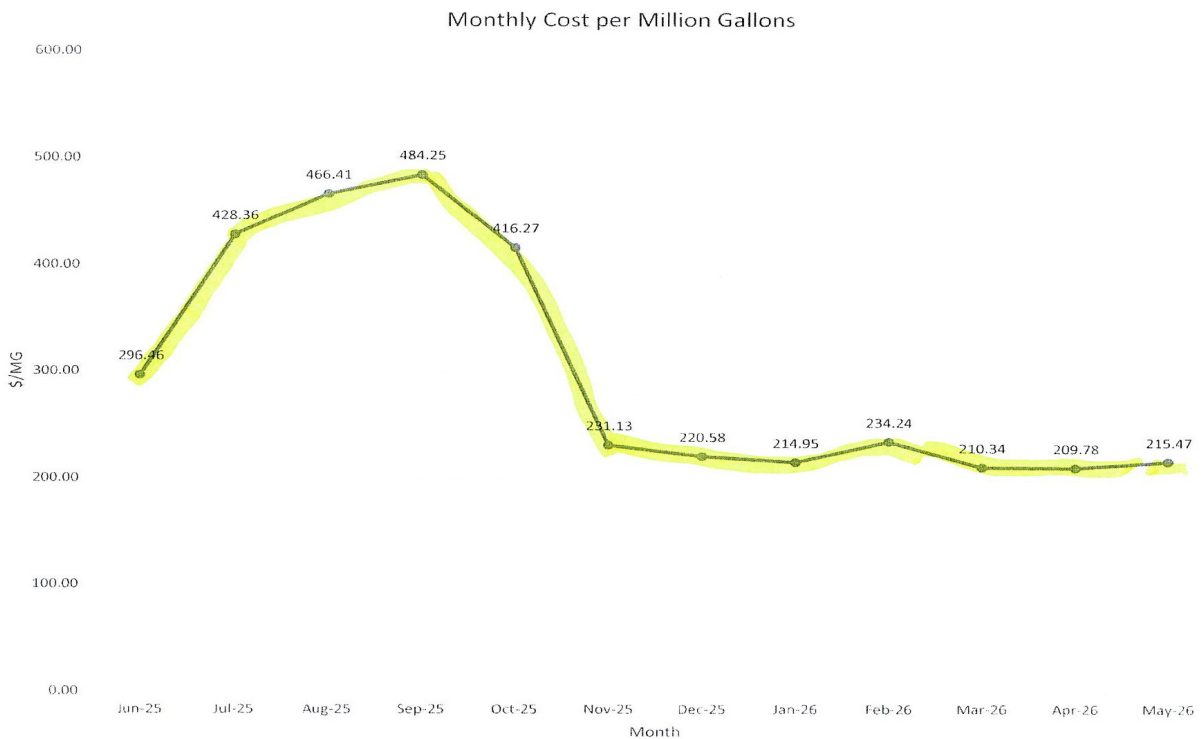
## Monthly Report for May 2026

- Water leaks-6
- New Services-1
- Renewed Services-0
- WV 811 Locates
- Maintenance equipment
- 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.
- Back-flow/cross-connection program
- Fire hydrant maintenance and repairs
- Residential meters changed- 7
- Residential meters tested-7
- Public Service District meters tested-0
- All meters were read in system
- Meter testing
- Meter barrel repairs
- Weekly safety meetings
- Off & On Reports / Customer service requests answered. - 184
- 19,190 gallons of water hauled from plant.
- 71.1 million gallons of water treated for the month at 2.29 million gallons per day.
- Cost per million gallons treated for the month. \$215.45
- Average water loss- 11.63%
- **Crew has been renewing services on Camden Ave. before paving begins.**
- **Crew to begin working on Central Ave. replacing the old 4” cast iron main after finishing Camden Ave.**
- **Continued to add pictures and hand drawn maps to the GIS.**

### b. Monthly Chemical Cost Summary Report –

Month: May-26

			Monthly Total	Y-T-D		
Million Gallons Treated:			71.1	758.83		
Total Chemical Treatment Cost:			15318.37	227091.2		
Cost per Million Gallons:			215.4482	299.265		
Chemical	Cost	Unit	Amount Used (lbs)	Monthly Cost	Y-T-D Cost	
Carbon	2.76 lb		0	0	18006	
Chlorine	1.39 lb		1654	2299.06	25694.15	
Fluoride	2.2 lb		600	1320	14751	
KMnO4	3.65 lb		451.5	1647.975	21445.58	
NaMno4	1.4 lb			0	0	
Lime	0.23 lb		1100	253	2357.5	
Premier Pac	0.49 lb		10267	5030.83	82392.52	
Soda Ash	0.470 lb		7650	3595.5	48673.5	
Sodium Hex	2.93 lb		400	1172	13771	
Smart-Phos	14.16 GAL		0	0	0	
				15318.37	227091.2	



**c. Monthly Unaccounted Water Loss Report –**

**Water Loss With Running Annual Average  
June 2025 to May 2026**

	Produced (a.)	Plant Loss (b.)	Distribution Loss (c.)	Sold to City (d.)	Sold to PSDs (e.)	Percent Loss	Running Annual Avg
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%
3/1/26	69,538,029	1,323,124	68,130	21,702,600	37,839,500	12.37%	9.54%
4/1/26	67,435,548	1,309,942	2,170,670	19,670,300	31,808,300	18.50%	11.02%
5/1/26	71,091,874	1,403,895	115,220	20,341,800	33,521,200	22.10%	11.63%
<b>Totals:</b>	<b>820,733,972</b>	<b>16,980,175</b>	<b>11,527,944</b>	<b>261,448,100</b>	<b>431,788,200</b>		

Operational Notes: Crews have moved to Camden Avenue in preparation for the upcoming paving project. Work on Central Avenue has been delayed approximately one month. Crews spent the month replacing services on the old four-inch line along Camden. Staff continues to hand-draw maps and field sketches for entry into the GIS system.

Mr. Nestor asked about the chart showing the monthly cost per million gallons and how it changes from month to month, specifically about the spike in September. Mr. Wamsley confirmed that the increase was due to higher turbidity during late-summer low-water conditions, which required additional chemical treatment. On the 2.29 MGD average production, Mr. Wamsley noted that daily production is generally consistent month-to-month, though it can fluctuate depending on PSD demand and periods when PSDs experience significant leaks. With no further questions, Recorder Sanders thanked Mr. Wamsley for the report.

**d. Consumer Confidence Report 2026 Covering Calendar Year 2025 ( CCR)**

**BUCKHANNON WATER BOARD WV3304902**  
**Consumer Confidence Report – 2026**  
**Covering Calendar Year – 2025**  
**304-472-1651**

Your CCR is available at <https://buckhannonwv.org/> To receive a paper copy in the mail, please contact us at the phone number above.

**9. Old Business Discussions – Action was taken on all items under 9. Old Business Discussions earlier in the meeting:**

**a. Water Treatment Plant Replacement Project**

**i. USDA Letter of Conditions WTP & Line Replacement Projection.**

**ii. Review & Approval for Payment Water Project Invoices-Resolution 2026-11**

**iii. Project Design Update**

**10. New Business Discussions:**

**a. Continued: Review of M.O.U. Road Maintenance Deer Creek Ridge Water Storage Tank -**

Ethan Crosten reported that the City Attorney reviewed the MOU concerning the internet tower located at the water tank site. The agreement includes a clear 30-day termination clause. He recommended exercising that clause, and Mr. Crosten noted he will coordinate with the City Attorney to prepare the termination letter. The Board agreed that this MOU is straightforward and ready for closure.

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Water A 229

Phone: 304.472.1651  
TDD# 304.472.9550  
Fax# 304.472.0934

28 November 2023

Joe Hughes  
Lynx WV, Inc.  
P. O. Box 237  
Buckhannon, WV 26201

RE: Memorandum of Understanding  
Jarrett Drive Tower

Dear Mr. Hughes,

The purpose of this letter is to serve as a memorandum of understanding between the City of Buckhannon, on behalf of its Water Board ("City" or "Water Board" as applicable), and Lynx, WV, Inc. ("Lynx"), regarding the exchange of consideration regarding the parties' respective physical plant near and upon certain property located at 653 Jarrett Drive, Buckhannon, WV (the "Subject Property").

Lynx has constructed a communications tower on property near or adjacent to 653 Jarrett Drive; Lynx will install, operate, and maintain in good working order a video camera on said tower, which will provide a clear and unobstructed view of the Water Board's storage tank upon the Subject Property, and will grant to the City the unlimited ability to view the feed from said camera. In exchange, the City will provide Lynx with electrical power for its own facilities located upon the tower. The electrical power provided by the City shall not extend to the benefit of any third parties hereto.

The parties each value the consideration to be offered the other to be Thirty-five Dollars (\$35.00) per month. The exchange of consideration shall be made under this agreement without money changing hands and will be simply an exchange of services. This Agreement is non-transferable without the written consent of the parties.

The term of this Agreement shall be from month-to-month, terminable by either party by delivering a writing to the counterparty at least thirty days prior to the date on which this Agreement shall be terminated.

The City of Buckhannon and Lynx WV, Inc. each acknowledge their assent to the terms of this memorandum of understanding by signing below on the date first above written.

Lynx WV, Inc., a  
West Virginia corporation

By: Joseph Hughes  
[Printed]

Its: Owner

THE CITY OF BUCKHANNON, a political  
subdivision of the State of West Virginia

By: Berry Arnold  
[Printed]

Its: Public Works Director

The Board then resumed its review of the MOU's Road Maintenance provisions related to the Deer Creek Ridge Water Storage Tank. Mr. Crosten reported that the City Attorney advised that the current language obligates the Water Board to pay one-third of all road maintenance costs, regardless of the scope or frequency of the work. He recommended terminating the agreement because it creates an ongoing financial obligation disproportionate to the Water Department's limited use of the road. He further noted that the Water Department accesses the tank once or twice per month, while 19 residential properties rely on the road daily. Without a homeowners' association, coordinating shared maintenance among residents is difficult; however, without the MOU, the City's share would be limited to its proportional use, estimated at 1/19th rather than 1/3. The City holds existing rights-of-way through the development dating back to the early 2000s, long before the 2022-2023 MOU was created. Terminating the MOU does not eliminate the City's responsibility to pay its fair share of the current maintenance invoice (approximately \$3,100), as that work occurred prior to termination. Board members discussed the need for consistent treatment of access roads across all facilities. Mr. Crosten confirmed that no similar MOUs exist elsewhere, and rescinding this agreement would bring Deer Creek Ridge in line with standard practice.

7-14-22 Water Board Minutes

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Water A 224

Phone: 304.472.1651  
TDD# 304.472.9550  
Fax# 304.472.0934

July 13, 2022

Virgil LaRosa  
599 Jarrett Drive  
Buckhannon, WV 26201

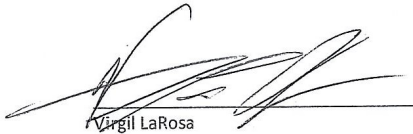
RE: Memorandum of Understanding  
Buckhannon Participation in Private Road Maintenance  
599 Jarrett Drive, Buckhannon, WV 26201 ("Property")

Mr. LaRosa:

The purpose of this letter is to serve as a memorandum of understanding between you and the City of Buckhannon, a municipal corporation and political subdivision of the State of West Virginia ("City"), wherein the City commits to participating in the establishment and maintenance of a certain portion of a private drive which is used by the City to access its water storage tank located upon your property in the Deer Creek Ridge subdivision of Buckhannon District, Upshur County, West Virginia..

The City will share one third of the costs of maintenance and repair of the aforesaid drive, which is estimated in the first instance to represent a commitment by the City in the amount of ten thousand and fifty eight dollars. The City will tender its share of the road expenses based upon the invoice or other writing establishing the particular costs which is attached hereto and incorporated herein by reference.

You and the City of Buckhannon each acknowledge assent to the terms of this memorandum of understanding by signing below on the date first above written.

  
Virgil LaRosa

THE CITY OF BUCKHANNON, a political  
subdivision of the State of West Virginia

By: 

Robert Neal Skinner III  
[Printed]

Its: 

**Proposal**  
**NORTH CENTRAL PAVING, INC.**  
WV Lic. #007261  
5750 Saltwell Road  
Bridgeport, WV 26330  
Phone 592-1861  
Fax 592-3261  
Email ncpavingwv@aol.com  
A WVDOH Certified DBE Firm

May 27, 2022

Submitted to: Virgil LaRosa  
599 Jarrett Drive  
Buckhannon State: WV Zip: 26201  
Phone: (669-1134 or 472-7942) Fax: ()  
regalcoal@yahoo.com  
Job Name and Location: Roadway

To provide all necessary materials, labor & equipment to do the following:  
Broom, clean & prepare 192' x 20' & 450' x 15' roadway to scratch & level only the roadway.  
This would fill in the low areas and potholes & would give a decent driving surface.  
Ditch approx. 415' of ditch and place rip rap stone in ditch to improve drainage.

Cost \$10,058.00

\*Building permit if required will be responsibility of owner\*  
\*\*Quote is based on current prices for asphalt. If the cost per ton of asphalt increases, the per ton increase will be added to the above quote\*\*

We propose to hereby furnish material and labor - complete in accordance with above specifications, for the sum of:


Payable in FULL upon completion of work

Note: We may withdraw this proposal if not accepted within \_\_\_ days.

Authorized Signature: 

Accepted: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date: 2/13/21

Signature: 

**Nestor/Rizo moved to terminate the MOU with the Internet Provider regarding the camera and power supply. The motion carried.**

**Rizo/Nestor moved to approve the payment of the Water Board's one-third share of the most recent road-maintenance work, totaling approximately \$3,100, and to then issue formal notice of termination of the existing MOU, consistent with the City Attorney's guidance. The motion carried.**

**11. Report of Events, Correspondence, and Information** – Recorder Sanders reviewed the following with the Board Members.

**a. PR: COB Receives USDA Commitment for Major Water Treatment Plant & Line Replacement Project**

BUCKHANNON, WV: The City of Buckhannon is pleased to announce that the United States Department of Agriculture (USDA) Rural Development has officially obligated loan and grant funding for the construction of the City's new water treatment plant—an essential infrastructure investment totaling \$47.31 million.

During a meeting with USDA officials, the City received confirmation that federal funds are now committed and reserved exclusively for Buckhannon's project, marking a major milestone in advancing the long-planned upgrade to the municipal water system. This commitment represents the second-largest USDA financing package ever approved for a water or sewer project in West Virginia.

USDA representatives emphasized that the obligation reflects strong federal confidence in the project and is expected to encourage additional state and federal partners to finalize their own commitments. The project's funding package includes USDA loan and grant support, ARPA funds, West Virginia State Revolving Fund dollars, U.S. EDA grant funding, West Virginia Water Development Authority support, IJDC loan participation, and an EPA CDS grant.

In total, USDA is providing \$33.31 million of the \$47.31 million project cost—including a \$31.31 million low-interest loan and a \$2 million grant—while the remaining \$14 million will come from a combination of state and federal partners.

**Project Scope**

The new water treatment plant represents one of the largest infrastructure investments in the City's history.

The City's recent water rate adjustment will support the long-term repayment of the USDA loan, ensuring the project's financial stability.

USDA also outlined requirements for project reserves, construction timelines, environmental compliance, engineering documentation, and procurement standards. The City will continue to coordinate with the Region VII Planning & Development Council, project engineers, and legal counsel to meet all federal conditions within the one-year compliance window.

**Next Steps**

The City of Buckhannon will now proceed with:

- Finalizing engineering plans and specifications
- Securing commitment letters from all partner funding agencies
- Completing required permitting and environmental documentation
- Preparing for construction bidding authorization

USDA officials noted that Buckhannon's progress to date has been exemplary, stating that the project team, engineers, and financial staff *“did a very good job with the financial documents and the price-to-earnings ratio.”*

**A Milestone for Buckhannon's Future**

Mayor Robbie Skinner and City leadership expressed appreciation for the partnership and diligence of USDA Rural Development, Region VII, project engineers, and all agencies involved. Mayor Skinner also recognized the professionalism and dedication displayed daily by the City's Water Department

supervisors and employees, whose work ensures reliable service to thousands of customers across the region.

The new water treatment plant will secure long-term reliability, regulatory compliance, and service capacity for residential, commercial, and wholesale users throughout Buckhannon and surrounding communities.

The City of Buckhannon will continue to provide updates as the project advances toward bidding, construction, and eventual groundbreaking.

###

Randy Sanders  
City Recorder & Information Coordinator

## **b. PR: COB Provided Update on Water Treatment Plant Funding Progress**

### **USDA's obligation is one piece of a multi-agency funding strategy**

BUCKHANNON, WV: Following the recent announcement of USDA Rural Development's obligation of \$33.31 million toward the City's new water treatment plant, City officials are providing additional clarification on the project's multi-agency funding structure while continuing to secure the remaining financial support needed to advance the project to construction.

USDA's commitment—consisting of a \$31.31 million low-interest loan and a \$2 million grant—represents a major milestone and reflects strong federal confidence in the project's readiness and regional importance. This obligation secures the USDA's portion of the financing package; however, additional state and federal partners are still reviewing the project for potential participation.

The City continues active discussions with several agencies—including ARPA administrators, the West Virginia DEP's Drinking Water Treatment Revolving Fund, the U.S. Economic Development Administration, the West Virginia Water Development Authority, the Infrastructure & Jobs Development Council, the Appalachian Regional Commission, and EPA's Congressionally Directed Spending program—to assemble the remaining \$14 million needed to complete the project's funding plan.

City Recorder & Information Coordinator Randy Sanders emphasized the importance of this next phase. "USDA's obligation is a tremendous step forward, but it is one part of a larger, multi-agency effort. We remain deeply appreciative of every partner currently evaluating the project, and we are committed to providing the information and collaboration needed to support their decision-making."

Mayor Robbie Skinner added: "We want to be clear and transparent as we move through this process. USDA's support strengthens our position, and we continue to work closely with all potential funding partners to complete the package needed to deliver this critical project for our community and region."

The City will continue to provide updates as additional funding decisions are made and as the project advances toward bidding and construction.

###

Randy Sanders  
City Recorder & Information Coordinator

**c. 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.*

## **12. Board Members' Remarks and Announcements:**

**Scott Randall:** Mr. Randall had no further comments. Sanders thanked him for participating while traveling.

**Erasmio Rizo:** Mr. Rizo had no further comments.

**Don Nestor:** Mr. Nestor thanked the staff for their continued work and noted that the 2026 Consumer Confidence Report was included in the meeting packet. He asked whether the report is accessible to the public and whether residents actively use it. Mr. Wamsley confirmed that while a few residents request it directly, the report is posted in a prominent location on the City's website and is updated promptly upon receipt. A news release was also issued. Nestor observed that

although the report is highly detailed and required annually, it may not receive significant public attention.

**Shawn Young:** Mr. Young expressed appreciation for the opportunity to serve on the Water Board. He thanked everyone involved in advancing the Water Treatment Plant Replacement Project and stated his commitment to seeing the project through.

Mr. Nestor added that recent challenges in other communities—specifically referencing Clarksburg’s extensive infrastructure disruptions—underscore the importance of Buckhannon’s proactive approach. He commended the Board and staff for pursuing long-term solutions through the plant-and-line-replacement project.

**Recorder Sanders:** Mr. Sanders echoed these remarks, noting that public understanding of the project continues to improve. He acknowledged the strong collaboration among Region VII, Potesta, Steptoe & Johnson, Todd Dingess, and the City’s internal team. He emphasized that consistent communication and unified commitment have been essential to maintaining public confidence.

### **13. Declaration of Adjournment**

**With no further business, the meeting adjourned at 8:07 a.m. on a motion by Young.**

**Mayor Robert N. Skinner III** \_\_\_\_\_

**City Recorder Randall H. Sanders** \_\_\_\_\_