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

A regular meeting of the Buckhannon Sanitary Board was held on Tuesday, June 18, 2024, at 7:30 a.m. in Council Chambers and by GoToMeeting (GTM). The following were in attendance:

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Assistant Recorder/Director of Finance	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Present
City Engineer	Jay Hollen	Present - GTM
Mayor's Office	Barbara Hinkle	Present
Board Member	Phil Loftis	Present - GTM
Board Member	Mitchell Shaw	Present
Sanitary Superintendent	Ethan Crosten	Present

Guests: None

City of Buckhannon Sanitary Board - 7:30 A.M. at City Hall in Council Chambers
Meeting Agenda for Tuesday, June 18, 2024

A. Call to Order
A.1 Moment of Silence
A.2 Pledge to the Flag of the United States of America

B. Recognized Guests
B.1

C. Finance Report-Amby
C.1 May 2024

D. Department Report
D.1 Plant Operations-Testing
D.2 Maintenance Crew
D.3 Line Crew #1
D.4 Line Crew #2
D.5 ARPA Projects Update
D.6 Island Avenue Sewer Replacement Project
D.7 FEMA Closeout Update

E. Storm Water Issues for Discussion and/or Vote
E.1

F. Correspondence and Information
F.1 Stormwater Permit Approval -112 S. Florida Street
F.2 Tennerton P.S.D. Meeting Minutes-March & April 2024

G. Consent Agenda
G.1 Approval of Minutes 05/16/2024

H. Strategic Issues for Discussion and/or Vote
H.1 Discussion/Possible Vote Public Service Commission Order- Cybersecurity Vulnerability Assessment
H.2 Approval Wage Increase for Tim Wilson-Obtaining Electrical License (Per approved PayScale Implemented in 2023)
H.3 Announcement Hiring of Public Works Director

I. Board Member's Comments and Announcements

J. Adjournment

Posted 06/13/2024

A. Call to Order—Recorder Sanders called the meeting to order, leading those in attendance in a moment of silence and then the pledge to the flag of the United States of America.

B. Recognized Guests

B.1 – None

C. Finance Report-Amby

C.1 May 2024: Amby Jenkins presented the following financial report for May 2024:

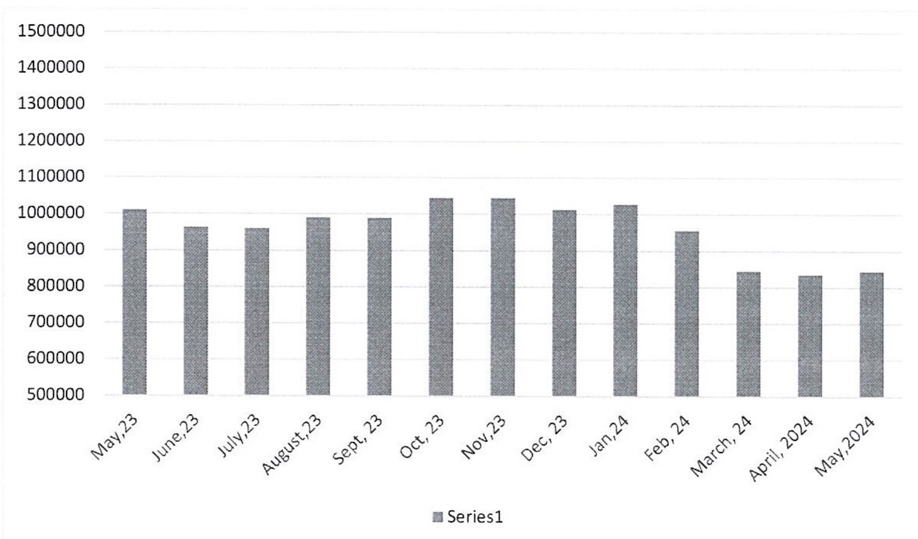
SANITARY BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance May 31, 2024

Money market checking **$844,648.03**

CD Working Capital **$102,482.11**
(CD#368265) open 4-26-23 4.18% matures 5-26-25

CD (373983) 5.05% maturity 8-16-24 **$105,597.55**
CD (345244) 4.04% mature Sept 2024 **$25,595.17**
CD (358003) 4.04% mature Sept 2024 **$225,996.07**



STORMWATER FUND
Balance May 31, 2024 **$149,917.00**

SANITARY MAY 2024 PAYMENT OF BILLS

$6,550.00 – C.I. THORNBURG – CASTINGS

$2,025.00 – ENVIROSCIENCE INC – TOXICITY TEST

$8,796.00 – BAKER TRUCK EQUIPMENT- TRUCK BED

$5,270.25 – BRUFFEY TRUCKING – STONE

$2,626.84 – FERGUSON WATERWORKS- FOOT VALVE EFFLUENT

$5,800.00 – A&A SAFETY – TRAFFIC LIGHT RENTAL ISLAND AVE PROJECT

STORMWATER MAY 2024 PAYMENT OF BILLS

$2,310.00 – C.I. THORNBURG – MANHOLE FRAME

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
POWER/FUEL/UTILITY	MON POWER	711-713-00	DEANVILLE	110 165 979 656 DEANVILLE	28.33
		711-313-00	VICKSBURG	110 086 525 471 SYCAMORE	1,135.72
		711-916-00	HAMPTON INN PS	110 087 568 348 WBUC RD	15.74
		711-813-00	ISLAND AVENUE	110 088 930 133 ISLAND AVE	34.04
		711-914-00	TJM SEWAGE STATION	110 087 907 595 TJM SEWAGE	65.61
		711-915-00	WESTON ROAD	110 087 676 356 WESTON RD	57.28
		711-917-00	BRUSHY FORK PS	110 085 299 060 BRUSHY FOR	50.23
		711-918-00	RT 20 SEWER PUMP STA	110 088 984 965 RT 20	10.00
		711-113-00	PLANT POWER	110 088 308 280 RT. 5	8,964.43
		711-213-00	ELIAS STREET	110 088 305 898 ELIAS ST	2,497.28
		711-919-00	1 BUCKHANNON RD	110 088 263 998 BUCKHANNO	10.00
		711-923-00	65-67 CLEVELAND AVE	110142423661 65-67 CLEVELA	16.11
		711-913-00	MADISON STREET	110 087 327 497 RANDOLPH	28.19
		711-513-00	WOOD/RITCHIE STS	110 086 976 856 WOOD	191.01
		711-413-00	EAST MAIN ST	110 084 766 556 E MAIN	662.07
		711-613-00	MONONGALIA ST	110082080448 MON & WOOD ST	37.93
		711-921-00	BROOKE ST PUMP STA	110 100 961 546 BROOKE ST	398.02

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TENNERTON PUBLIC SERVICE DIS	711-920-01	TENNERTON INTERCEPTO	APR 2024 WESTON RD BILLING	371.93
		711-920-01	TENNERTON INTERCEPTO	MAR 2024 WESTON RD BILLING	331.32
	FLYERS ENERGY LLC	711-920-00	PLANT VEHICLES-2,3,8	SAN APRIL 2024 FUEL BILL	2,027.66
				TOTAL:	16,932.90
LINES	A F WENDLING INC	713-143-00	FACILITIES MAINTENAN	2 CASES CUPS AND MOP	79.56
	REGION VII PLANNING PDC	713-443-00	EQUIPMENT & MAINTENA	GIS SERVICES	292.50
	RITE-WAY HEATING & PLUMBING	713-243-00	SUPPLIES LINES	PIPE THREAD SEALANT	10.59
		713-243-00	SUPPLIES LINES	MARKING PAINT	92.28
	C.I. THORNBURG CO., INC.	713-243-00	SUPPLIES LINES	CASTINGS	5,800.00
		713-243-00	SUPPLIES LINES	CASTINGS	750.00
	HART OFFICE SOLUTIONS INC	713-143-00	FACILITIES MAINTENAN	PRINTER MAINTENANCE	59.38
	MISS UTILITY OF WEST VIRGINI	713-443-00	EQUIPMENT & MAINTENA	LOCATES AUG 2011	56.57
	LOWES BUSINESS ACCOUNTS/SYNC	713-243-00	SUPPLIES LINES	RAKES	70.22
		713-243-00	SUPPLIES LINES	PCRD-MASTER LOCK KEYED PAD	361.14
		713-243-00	SUPPLIES LINES	SCREWS AND NUTS	5.21
		713-243-00	SUPPLIES LINES	2 X 12 BOARD	22.16
	STATE EQUIPMENT INC.	713-243-00	SUPPLIES LINES	2 PACK OF KEYS	37.92
	FERGUSON WATERWORKS	713-243-00	SUPPLIES LINES	SAW BLADE	316.79
	SYLVESTER W. LOWTHER	713-443-00	EQUIPMENT & MAINTENA	BELT	31.89
	ST JOSEPH HOSPITAL OF BUCKHA	713-243-00	SUPPLIES LINES	ST JOSEPH HOSPITAL OF BUCK	67.00
		713-243-00	SUPPLIES LINES	LAB TEST SCOTT CRITES	67.00
	CLEVELAND BROTHERS EQUIPMENT	713-443-00	EQUIPMENT & MAINTENA	COUPLER	149.71
	CORRIDOR H TIRE INC	713-443-00	EQUIPMENT & MAINTENA	TRUCK TIRE	289.00
	WORLD FUEL SERVICES, INC.	713-243-00	SUPPLIES LINES	3/4"	87.00
	FREEDOM AG & ENGERY COOPERAT	713-143-00	FACILITIES MAINTENAN	20 CASES OF SPRING W	129.80
	PAR MAR OIL COMPANY	713-243-00	SUPPLIES LINES	ICE	11.98
	WILSON: TIMOTHY	713-243-00	SUPPLIES LINES	REIMB EXAM WILSON TIMOTHY	50.00
				TOTAL:	8,837.70
PLANT	WV BUREAU FOR PUBLIC HEALTH	714-643-00	OPERATION PLANT EXPE	BRIAN MITCHELL CLASS C REN	100.00
	RITE-WAY HEATING & PLUMBING	714-343-00	EQUIPMENT MAINTENANC	4" COLLAR SCHEDULE 40 COL	4.39
		714-643-00	OPERATION PLANT EXPE	FITTINGS	274.28
		714-143-00	FACILITIES MAINTENAN	FACET MATERIAL	117.79
		714-643-00	OPERATION PLANT EXPE	LIGHT MATERIALS	14.04
		714-643-00	OPERATION PLANT EXPE	FITTINGS AIR LINE	21.75
		714-643-00	OPERATION PLANT EXPE	LED LIGHTS	90.57
		714-443-00	PUMP STATION REPAIR	PLUGS	27.66
		714-443-00	PUMP STATION REPAIR	2" PLUG	5.09
		714-443-00	PUMP STATION REPAIR	FENC SUPPLIES	6.98
	AIRGAS USA, LLC	714-643-00	OPERATION PLANT EXPE	CUTOFF WHEELS, BATTERIES	39.77
	BAKER TRUCK EQUIPMENT COMPAN	714-343-00	EQUIPMENT MAINTENANC	CRANE CABLE	281.28
	POTESTA & ASSOCIATES INC	714-443-00	PUMP STATION REPAIR	CONSTRUCTION ADMIN	600.00
	NAPA-AMTOWER AUTO SUPPLY	714-643-00	OPERATION PLANT EXPE	5 GAL PUMP	79.60
		714-643-00	OPERATION PLANT EXPE	OIL DRY	30.45
		714-343-00	EQUIPMENT MAINTENANC	FUEL HOSE	9.48
		714-643-00	OPERATION PLANT EXPE	WASHER FLUID	26.94
	APPLIED INDUSTRIAL TECHNOLOG	714-643-00	OPERATION PLANT EXPE	GLOVES	273.60
		714-343-00	EQUIPMENT MAINTENANC	CERAMIC	304.38
	CRITES ELECTRICAL INC	714-443-00	PUMP STATION REPAIR	NUTS AND UNISTRUT	135.40
	STURM ENVIRONMENTAL SERVICES	714-243-00	LAB EXPENSE PLANT	MARCH SERVICES	826.00
		714-243-00	LAB EXPENSE PLANT	SAMPLES	1,839.00
	LOWES BUSINESS ACCOUNTS/SYNC	714-443-00	PUMP STATION REPAIR	KEYS	11.34
		714-643-00	OPERATION PLANT EXPE	SLEEVE	13.32

FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		714-443-00	PUMP STATION REPAIR	POST BASE	33.23
		714-643-00	OPERATION PLANT EXPE	AIR HOSE AND COUPLER	7.09
		714-443-00	PUMP STATION REPAIR	ALL THREAD	23.24
		714-443-00	PUMP STATION REPAIR	MISC FENCE SUPPLIES	640.36
	MINE BELT SERVICE	714-143-00	FACILITIES MAINTENAN	14' SEWAGE HOSE AND	762.92
	CRISS SALES & SERVICE	714-343-00	EQUIPMENT MAINTENANC	WEED EATER STRING	36.50
	KANAWHA SCALES & SYSTEMS INC	714-243-00	LAB EXPENSE PLANT	SCALE CERTIFICATION	471.45
	SYLVESTER W. LOWTHER	714-443-00	PUMP STATION REPAIR	CAMLOCK	36.45
	EXCELSIOR BLOWER SYSTEMS INC	714-343-00	EQUIPMENT MAINTENANC	AIR FILTERS	83.50
	CRITES ELECTRICAL SUPPLY INC	714-343-00	EQUIPMENT MAINTENANC	THREAD ROD HEX NUTS	56.87
		714-443-00	PUMP STATION REPAIR	POST BASE	21.39
	FRED W. EBERLE TECHNICAL CEN	714-143-00	FACILITIES MAINTENAN	TUITION TIM WILSO	750.00
	EBAY	714-643-00	OPERATION PLANT EXPE	PCRD-GAS CAN SPOUT	23.83
	CLEVELAND BROTHERS EQUIPMENT	714-643-00	OPERATION PLANT EXPE	KEYS	46.02
	AT&T MOBILITY	714-543-00	TELEPHONE	PCRD-APR CELL PHN & GEOTAB	416.73
	ENVIROSCIENCE, INC.	714-243-00	LAB EXPENSE PLANT	TOXICITY TEST	2,025.00
	WORLD FUEL SERVICES, INC.	714-443-00	PUMP STATION REPAIR	FUEL	631.33
	FREEDOM AG & ENGERY COOPERAT	714-143-00	FACILITIES MAINTENAN	WATER	69.90
	ETHAN CROSTEN	714-143-00	FACILITIES MAINTENAN	REIMB CDLTRAINING ETHANCRO	100.00
	FRONTIER	714-543-00	TELEPHONE	472-5459-101515-4 SAN	98.19
	CINTAS	714-143-00	FACILITIES MAINTENAN	DISINFECTANT	7.16
	SKYLER WOOD	714-143-00	FACILITIES MAINTENAN	REIMB CDL TRAINING SKYLER	100.00
SALARIES PLANT/LINES	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	42,012.61
				TOTAL:	53,586.88
SALARIES BOARD/OFFICE	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	12,576.29
				TOTAL:	12,576.29
FICA/INSURANCE	WV PUBLIC EMPLOYEES INSURANC	718-105-00	HEALTH INSURANCE	SAN MAY 2024 HEALTH INS	9,500.70
	INTERNAL REVENUE SERVICE	718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,802.15
		718-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1,588.45
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	421.47
		718-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	371.51
	PAYFLEX - INSPIRA	718-105-00	HEALTH INSURANCE	SAN MAY 2024 HSA FEES	45.50
				TOTAL:	13,729.78
RETIREMENT	WV PUBLIC EMPLOYEES RETIREME	719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,832.68
		719-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	1,721.47
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	666.64
		719-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	580.30
				TOTAL:	4,801.09
BILLING/COMPUTER/DEP I	LEAF	783-341-00	BILLING & COLLECTING	SAN COPIER LSE E-STUDIO302	139.00
		783-341-00	BILLING & COLLECTING	CITY HALL MAY 2024 COPIER	311.00
	WATER BD-CITY OF BUCKHANNON	783-341-00	BILLING & COLLECTING	MAY 2024 METER READS	300.00
	BUCKHANNON POSTMASTER	783-341-00	BILLING & COLLECTING	PERMIT #10 POSTAGE	750.00
	WALMART STORES INC -BUCKHANN	783-341-00	BILLING & COLLECTING	CLEANING SUPPLIES	14.75
	AMAZON.COM	783-341-00	BILLING & COLLECTING	PCRD-FINGERTIP MOISTENER	12.00
	LYNX WV INC	783-341-00	BILLING & COLLECTING	MAY 2024 IT SERIVES	425.00
	OPTIMUM B2B, DEPT. 1264	783-341-00	BILLING & COLLECTING	AUG 2023 CITY HALL INTERNE	214.63
	WV NEWS	783-341-00	BILLING & COLLECTING	CLEANING SUPPLIES	235.25
	GARRETT K SUMMERS	783-341-00	BILLING & COLLECTING	BITDEFENDER ENDPOINT SECUR	2.89
		783-341-00	BILLING & COLLECTING	BITDEFENDER ENDPOINT SECUR	0.14
		783-341-00	BILLING & COLLECTING	BITDEFENDER ENDPOINT SECUR	2.75

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FUND: SANITARY

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		783-341-00	BILLING & COLLECTING	TECHNICAL SUPPORT	62.50
				TOTAL:	2,469.91
OFFICE EXPENSE	PAYROLL ACCOUNT (ALL DEPTS)	793-341-00	OFFICE SUPPLIES & EX	PAYROLL ACCOUNT (ALL DEPTS	214.77
	COLLECTION ACCOUNT	793-341-00	OFFICE SUPPLIES & EX	APRIL CC FEES 2004	2,125.92
	GENERAL FUND	793-341-00	OFFICE SUPPLIES & EX	WASTE JUN FUEL BILLING	108.75
	AMAZON.COM	793-341-00	OFFICE SUPPLIES & EX	PCRD-FILE FOLDERS	19.82
		793-341-00	OFFICE SUPPLIES & EX	PCRD-PDF EDITOR AMBY'S COM	25.00
	AT&T MOBILITY	793-341-00	OFFICE SUPPLIES & EX	PCRD-APR CELL PHN & GEOTAB	51.21
	FRONTIER	793-341-00	OFFICE SUPPLIES & EX	472-1651-101515-4 CITY HAL	48.36
		793-341-00	OFFICE SUPPLIES & EX	304-003-2273-060600-4	24.17
				TOTAL:	2,618.00
PROPERTY INSURANCE	TRAVELERS INSURANCE	798-226-00	PROPERTY INSURANCE	TRAVELERS INSURANCE	13,930.55
				TOTAL:	13,930.55
PROFESSIONAL	WV WATER QUALITY ASSOCIATIO	896-223-00	PROFESSSIONAL SERVIC	ANNUAL DUES	3,277.00
	THOMAS J O'NEILL	896-223-00	PROFESSSIONAL SERVIC	MAY 2024 CONTRACT ATTORNEY	1,250.00
				TOTAL:	4,527.00
BOND A	MUNICIPAL BOND COMM OF WV	970-199-00	BOND ISSUE #A	SAN MAY 2024 BOND A PYMT	14,144.97
				TOTAL:	14,144.97
BOND B	MUNICIPAL BOND COMM OF WV	980-199-00	BOND ISSUE #B	SAN MAY 2024 BOND B PYMT	2,253.00
				TOTAL:	2,253.00
CAPITAL/PROJECTS	BAKER TRUCK EQUIPMENT COMPAN	997-454-00	NEW EQUIPMENT-CAPITA	TRUCK BED	8,796.00
	LOWES BUSINESS ACCOUNTS/SYNC	997-455-00	SEWER UPGRADE-CAPITA	SAKRETE	4.43
		997-455-00	SEWER UPGRADE-CAPITA	SAKRETE	7.59
	BRUFFEY TRUCKING INC	997-455-00	SEWER UPGRADE-CAPITA	57'S STONE	721.20
		997-455-00	SEWER UPGRADE-CAPITA	CRUSH AND RUN	593.50
		997-455-00	SEWER UPGRADE-CAPITA	STONE	1,313.60
		997-455-00	SEWER UPGRADE-CAPITA	STONE	717.60
		997-455-00	SEWER UPGRADE-CAPITA	STONE	725.10
		997-455-00	SEWER UPGRADE-CAPITA	STONE	1,199.25
	FERGUSON WATERWORKS	997-451-00	PLANT - CAPITAL	FOOT VALVE EFFLUENT	2,626.84
	ENTERPRISE FM TRUST	997-454-00	NEW EQUIPMENT-CAPITA	25H3HK 2021 DODGE RAM TRK	360.75
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D2 2021 NISSAN FRONTIE	322.35
		997-454-00	NEW EQUIPMENT-CAPITA	23W5D9 2021 NISSAN FRONTIE	322.18
		997-454-00	NEW EQUIPMENT-CAPITA	23W5CX 2021 NISSAN FRONTIE	427.35
	CRITES ELECTRICAL SUPPLY INC	997-455-00	SEWER UPGRADE-CAPITA	PVC.BOX SCREW COVER	19.78
	MCCARTY'S SEPTIC SERVICE	997-455-00	SEWER UPGRADE-CAPITA	TOILET RENTAL	125.00
	A&A SAFETY	997-455-00	SEWER UPGRADE-CAPITA		5,800.00
				TOTAL:	24,082.52

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FUND: STORMWATER FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STORMWATER	REGION VII PLANNING PDC	805-341-00	STORMWATER MATERIALS	GIS SERVICES	65.00
	C.I. THORNBURG CO., INC.	805-341-00	STORMWATER MATERIALS	MANHOLE FRAME	2,310.00
	ASSOCIATION OF STATE FLOODPL	805-341-00	STORMWATER MATERIALS	PCRD-CFM APP PKT PROCESSIN	565.00
	WV PUBLIC EMPLOYEES RETIREME	805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	36.00
		805-106-00	STORMWATER RET	WV RETIREMENT CONTRIBUTION	198.67
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	12.60
		805-106-00	STORMWATER RET	WV RETIRE TIER2 CONTRIBUTI	64.35
	TRACTOR SUPPLY CREDIT PLAN	805-458-00	STORMWATER CAPITAL	PCRD-GRASS SEED	299.97
	INTERNAL REVENUE SERVICE	805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	33.38
		805-104-00	STORMWATER FICA	FICA WITHHELD AND MATCHED	181.59
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	7.81
		805-104-00	STORMWATER FICA	MEDICARE WITHHELD & MATCHE	42.47
	FREEDOM AG & ENGERY COOPERAT	805-458-00	STORMWATER CAPITAL	YARD MATERIALS	259.86
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	3,462.50
				TOTAL:	7,539.20

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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: MAY 31ST, 2024

401-SANITARY

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
401-343-000-00 SEWER TAPS	1,000	0.00	1,440.00	0.00	(440.00)	144.00
TOTAL OTHER FEES	1,000	0.00	1,440.00	0.00	(440.00)	144.00
UTILITY BILLINGS						
401-350-000-00 SEWER CUSTOMERS BILLING	1,800,000	153,916.83	1,689,310.72	0.00	110,689.28	93.85
TOTAL UTILITY BILLINGS	1,800,000	153,916.83	1,689,310.72	0.00	110,689.28	93.85
HEALTH AND SAFETY						
401-351-000-00 BF SURCHARGE BILLING	0	0.00	0.00	0.00	0.00	0.00
401-351-100-00 WST RD CONSMP SURC BILLIN	50	14.10	78.00	0.00	(28.00)	156.00
401-351-200-00 WST RD EXTEN SURCH BILLIN	1,750	250.00	2,750.00	0.00	(1,000.00)	157.14
401-352-000-00 INCOME FROM TENNERTON PSD	176,000	23,186.71	277,145.86	0.00	(101,145.86)	157.47
TOTAL HEALTH AND SAFETY	177,800	23,450.81	279,973.86	0.00	(102,173.86)	157.47
CHARGES FOR SERVICES						
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	3,135.00	38,732.00	0.00	1,268.00	96.83
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	3,135.00	38,732.00	0.00	1,268.00	96.83
GRANTS						
401-368-000-00 CONTRIBUTION REVENUE	0	0.00	0.00	0.00	0.00	0.00
401-368-000-02 CONTRIB IN AID CONSTRUC	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	0	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES						
401-370-000-01 LATE CHARGES	23,000	2,220.88	26,230.16	0.00	(3,230.16)	114.04
TOTAL INTRAFUND CONTR/CHARGES	23,000	2,220.88	26,230.16	0.00	(3,230.16)	114.04
OTHER REVENUE						
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	403.43	0.00	(53.43)	115.27
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	1,000	0.00	450.00	0.00	550.00	45.00
401-399-000-00 MISCELLANEOUS	2,000	0.00	5,916.75	0.00	(3,916.75)	295.84
401-399-000-01 RDT CAPLIZED LABEQ/SUPP	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	3,350	0.00	6,770.18	0.00	(3,420.18)	202.09
TOTAL REVENUE	2,045,150	182,723.52	2,042,456.92	0.00	2,693.08	99.87

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
POWER/FUEL/UTILITY						
SALARIES & BENEFITS						
401-711-113-00 PLANT POWER	91,000	8,964.43	85,922.53	0.00	5,077.47	94.42
TOTAL SALARIES & BENEFITS	91,000	8,964.43	85,922.53	0.00	5,077.47	94.42
CONTRACTUAL SERVICES						
401-711-213-00 ELIAS STREET	24,000	2,497.28	23,944.84	0.00	55.16	99.77
TOTAL CONTRACTUAL SERVICES	24,000	2,497.28	23,944.84	0.00	55.16	99.77
COMMODITIES						
401-711-313-00 VICKSBURG	12,000	1,135.72	11,676.31	0.00	323.69	97.30
TOTAL COMMODITIES	12,000	1,135.72	11,676.31	0.00	323.69	97.30
CAPITAL OUTLAY						
401-711-413-00 EAST MAIN ST	9,500	662.07	10,041.35	0.00	(541.35)	105.70
TOTAL CAPITAL OUTLAY	9,500	662.07	10,041.35	0.00	(541.35)	105.70
CONTRIBUTIONS						
401-711-513-00 WOOD/RITCHIE STS	3,000	191.01	2,272.51	0.00	727.49	75.75
TOTAL CONTRIBUTIONS	3,000	191.01	2,272.51	0.00	727.49	75.75
NON-OPERATING EXPENSES						
401-711-613-00 MONONGALIA ST	1,600	37.93	1,502.13	0.00	97.87	93.88
401-711-713-00 DEANVILLE	1,000	28.33	606.90	0.00	393.10	60.69
401-711-813-00 ISLAND AVENUE	500	34.04	310.33	0.00	189.67	62.07
401-711-913-00 MADISON STREET	500	28.19	334.68	0.00	165.32	66.94
401-711-914-00 TJM SEWAGE STATION	550	65.61	665.97	0.00	(115.97)	121.09
401-711-915-00 WESTON ROAD	600	57.28	452.94	0.00	147.06	75.49
401-711-916-00 HAMPTON INN PS	350	15.74	147.03	0.00	202.97	42.01
401-711-917-00 BRUSHY FORK PS	570	50.23	488.97	0.00	81.03	85.78
401-711-918-00 RT 20 SEWER PUMP STATION	200	10.00	98.73	0.00	101.27	49.37
401-711-919-00 1 BUCKHANNON RD	200	10.00	62.08	0.00	137.92	31.04
401-711-920-00 PLANT VEHICLES-2,3,8	30,900	2,027.66	21,499.61	0.00	9,400.39	69.58
401-711-920-01 TENNERTON INTERCEPTOR	5,000	703.25	3,528.68	0.00	1,471.32	70.57
401-711-920-02 NATURAL GAS	3,000	0.00	1,348.10	0.00	1,651.90	44.94
401-711-921-00 BROOKE ST PUMP STA	3,500	398.02	3,569.61	0.00	(69.61)	101.99
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	300	16.11	168.73	0.00	131.27	56.24
TOTAL NON-OPERATING EXPENSES	48,770	3,482.39	34,784.49	0.00	13,985.51	71.32
TOTAL POWER/FUEL/UTILITY	188,270	16,932.90	168,642.03	0.00	19,627.97	89.57

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
401-712-345-00 UNIFORMS	8,730	0.00	6,200.52	0.00	2,529.48	71.03
TOTAL COMMODITIES	8,730	0.00	6,200.52	0.00	2,529.48	71.03
TOTAL UNIFORMS	8,730	0.00	6,200.52	0.00	2,529.48	71.03
LINES						
SALARIES & BENEFITS						
401-713-143-00 FACILITIES MAINTENANCE LI	13,600	268.74	12,389.79	279.98	930.23	93.16
TOTAL SALARIES & BENEFITS	13,600	268.74	12,389.79	279.98	930.23	93.16
CONTRACTUAL SERVICES						
401-713-243-00 SUPPLIES LINES	40,000	7,749.29	34,974.50	662.27	4,363.23	89.09
TOTAL CONTRACTUAL SERVICES	40,000	7,749.29	34,974.50	662.27	4,363.23	89.09
COMMODITIES						
401-713-343-00 STREET DEPT SERVICES LINE	2,000	0.00	13.98	0.00	1,986.02	0.70
TOTAL COMMODITIES	2,000	0.00	13.98	0.00	1,986.02	0.70
CAPITAL OUTLAY						
401-713-443-00 EQUIPMENT & MAINTENANCE L	31,000	819.67	32,308.36	231.68	(1,540.04)	104.97
TOTAL CAPITAL OUTLAY	31,000	819.67	32,308.36	231.68	(1,540.04)	104.97
TOTAL LINES	86,600	8,837.70	79,686.63	1,173.93	5,739.44	93.37
PLANT						
SALARIES & BENEFITS						
401-714-143-00 FACILITIES MAINTENANCE PL	18,600	1,907.77	15,623.27	293.08	2,683.65	85.57
TOTAL SALARIES & BENEFITS	18,600	1,907.77	15,623.27	293.08	2,683.65	85.57
CONTRACTUAL SERVICES						
401-714-243-00 LAB EXPENSE PLANT	29,400	5,161.45	28,840.16	0.00	559.84	98.10
TOTAL CONTRACTUAL SERVICES	29,400	5,161.45	28,840.16	0.00	559.84	98.10
COMMODITIES						
401-714-343-00 EQUIPMENT MAINTENANCE PLA	21,000	776.40	16,982.65	0.00	4,017.35	80.87
TOTAL COMMODITIES	21,000	776.40	16,982.65	0.00	4,017.35	80.87
CAPITAL OUTLAY						
401-714-443-00 PUMP STATION REPAIR & MAI	287,000	2,172.47	212,380.03	12,437.80	62,182.17	78.33
TOTAL CAPITAL OUTLAY	287,000	2,172.47	212,380.03	12,437.80	62,182.17	78.33

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
401-714-543-00 TELEPHONE	5,300	514.92	5,123.08	0.00	176.92	96.66
TOTAL CONTRIBUTIONS	5,300	514.92	5,123.08	0.00	176.92	96.66
NON-OPERATING EXPENSES						
401-714-643-00 OPERATION PLANT EXPENSE	12,000	1,041.26	9,411.22	646.77	1,942.01	83.82
401-714-743-00 TELEMETRY	2,600	0.00	1,797.00	0.00	803.00	69.12
TOTAL NON-OPERATING EXPENSES	14,600	1,041.26	11,208.22	646.77	2,745.01	81.20
TOTAL PLANT	375,900	11,574.27	290,157.41	13,377.65	72,364.94	80.75
SALARIES PLANT/LINES						
SALARIES & BENEFITS						
401-715-101-00 PLANT LABOR	266,000	12,918.73	176,328.32	0.00	89,671.68	66.29
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	440,000	29,093.88	319,044.53	0.00	120,955.47	72.51
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	706,000	42,012.61	495,372.85	0.00	210,627.15	70.17
CONTRACTUAL SERVICES						
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	706,000	42,012.61	495,372.85	0.00	210,627.15	70.17
SALARIES BOARD/OFFICE						
SALARIES & BENEFITS						
401-716-101-00 BOARD SALARIES	12,000	1,000.00	11,000.00	0.00	1,000.00	91.67
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	164,000	11,576.29	144,502.73	0.00	19,497.27	88.11
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	176,000	12,576.29	155,502.73	0.00	20,497.27	88.35

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
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	176,000	12,576.29	155,502.73	0.00	20,497.27	88.35
FICA/INSURANCE						
SALARIES & BENEFITS						
401-718-104-00 FICA TAX	67,500	4,183.58	49,912.00	0.00	17,588.00	73.94
401-718-105-00 HEALTH INSURANCE	165,000	9,546.20	148,320.90	0.00	16,679.10	89.89
TOTAL SALARIES & BENEFITS	232,500	13,729.78	198,232.90	0.00	34,267.10	85.26
TOTAL FICA/INSURANCE	232,500	13,729.78	198,232.90	0.00	34,267.10	85.26
RETIREMENT						
SALARIES & BENEFITS						
401-719-106-00 GROUP RETIREMENT	79,380	4,801.09	56,970.34	0.00	22,409.66	71.77
TOTAL SALARIES & BENEFITS	79,380	4,801.09	56,970.34	0.00	22,409.66	71.77
TOTAL RETIREMENT	79,380	4,801.09	56,970.34	0.00	22,409.66	71.77
UNEMPLOYMENT/COMPENSATION						
CONTRACTUAL SERVICES						
401-720-226-00 UNEMPLOYMENT/COMPENSATION	20,600	0.00	10,831.63	0.00	9,768.37	52.58
TOTAL CONTRACTUAL SERVICES	20,600	0.00	10,831.63	0.00	9,768.37	52.58
TOTAL UNEMPLOYMENT/COMPENSATION	20,600	0.00	10,831.63	0.00	9,768.37	52.58
BILLING/COMPUTER/DEP INT						
CONTRACTUAL SERVICES						
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
COMMODITIES						
401-783-341-00 BILLING & COLLECTING	52,000	2,469.91	50,312.23	0.00	1,687.77	96.75
401-783-341-05 BILLING WAT BD METER READ	3,600	0.00	3,300.00	0.00	300.00	91.67
401-783-342-00 NEW COMPUTER CAPITAL OUTL	31,800	0.00	6,985.87	0.00	24,814.13	21.97

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
401-783-369-00 CUSTOMER DEP INTEREST PAI	1,000	0.00	2.12	0.00	997.88	0.21
TOTAL COMMODITIES	88,400	2,469.91	60,600.22	0.00	27,799.78	68.55
NON-OPERATING EXPENSES						
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	88,400	2,469.91	60,600.22	0.00	27,799.78	68.55
OFFICE EXPENSE						
COMMODITIES						
401-793-341-00 OFFICE SUPPLIES & EXPENSE	49,000	2,618.00	45,240.79	60.50	3,698.71	92.45
TOTAL COMMODITIES	49,000	2,618.00	45,240.79	60.50	3,698.71	92.45
TOTAL OFFICE EXPENSE	49,000	2,618.00	45,240.79	60.50	3,698.71	92.45
PSC ASSESS/DNR PERMIT						
SALARIES & BENEFITS						
401-797-116-00 PSC ASSESSMENTS	5,500	0.00	4,586.91	0.00	913.09	83.40
401-797-117-00 DNR PERMIT	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL SALARIES & BENEFITS	8,500	0.00	4,586.91	0.00	3,913.09	53.96
TOTAL PSC ASSESS/DNR PERMIT	8,500	0.00	4,586.91	0.00	3,913.09	53.96
PROPERTY INSURANCE						
CONTRACTUAL SERVICES						
401-798-226-00 PROPERTY INSURANCE	48,000	13,930.55	37,505.40	0.00	10,494.60	78.14
401-798-227-00 INSURANCE CLAIMS DAMAGE D	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	48,000	13,930.55	37,505.40	0.00	10,494.60	78.14
TOTAL PROPERTY INSURANCE	48,000	13,930.55	37,505.40	0.00	10,494.60	78.14
RENTS						
CONTRACTUAL SERVICES						
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
TOTAL RENTS	10,000	0.00	10,000.00	0.00	0.00	100.00

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PROFESSIONAL						
CONTRACTUAL SERVICES						
401-896-223-00 PROFESSSIONAL SERVICES	45,000	4,527.00	35,892.50	0.00	9,107.50	79.76
TOTAL CONTRACTUAL SERVICES	45,000	4,527.00	35,892.50	0.00	9,107.50	79.76
TOTAL PROFESSIONAL	45,000	4,527.00	35,892.50	0.00	9,107.50	79.76
BOND A						
SALARIES & BENEFITS						
401-970-199-00 BOND ISSUE #A	171,000	14,144.97	155,934.15	0.00	15,065.85	91.19
TOTAL SALARIES & BENEFITS	171,000	14,144.97	155,934.15	0.00	15,065.85	91.19
TOTAL BOND A	171,000	14,144.97	155,934.15	0.00	15,065.85	91.19
BOND B						
SALARIES & BENEFITS						
401-980-199-00 BOND ISSUE #B	28,000	2,253.00	24,837.06	0.00	3,162.94	88.70
TOTAL SALARIES & BENEFITS	28,000	2,253.00	24,837.06	0.00	3,162.94	88.70
TOTAL BOND B	28,000	2,253.00	24,837.06	0.00	3,162.94	88.70
CAPITAL/PROJECTS						
CAPITAL OUTLAY						
401-997-451-00 PLANT - CAPITAL	85,000	2,626.84	27,810.23	0.00	57,189.77	32.72
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	100,000	0.00	0.00	0.00	100,000.00	0.00
401-997-452-00 SEWER EXT. - CAPITAL	30,000	0.00	17,000.00	0.00	13,000.00	56.67
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	216,860	10,228.63	149,020.94	0.00	67,839.06	68.72
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	170,000	11,227.05	132,561.44	1,318.89	36,119.67	78.75
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
401-997-457-00 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	601,860	24,082.52	326,392.61	1,318.89	274,148.50	54.45

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

401-SANITARY

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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	601,860	24,082.52	326,392.61	1,318.89	274,148.50	54.45
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	2,923,740	174,490.59	2,162,586.68	15,930.97	745,222.35	74.51
REVENUE OVER/(UNDER) EXPENDITURES	(878,590)	8,232.93	(120,129.76)	(15,930.97)	(742,529.27)	15.49

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

426-STORMWATER FUND

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
LIC PERMITS & FRANCHISE						
426-327-000-00 STORMWATER MISC PERMITS	0	10.00	10.00	0.00	(10.00)	0.00
TOTAL LIC PERMITS & FRANCHISE	0	10.00	10.00	0.00	(10.00)	0.00
INTRAFUND CONTR/CHARGES						
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
TOTAL REVENUE	100,000	10.00	100,010.00	0.00	(10.00)	100.01

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2024

426-STORMWATER FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
stormwater						
SALARIES & BENEFITS						
426-805-101-00 STORMWATER PAYROLL	80,000	3,462.50	46,666.23	0.00	33,333.77	58.33
426-805-104-00 STORMWATER FICA	6,120	265.25	3,579.64	0.00	2,540.36	58.49
426-805-106-00 STORMWATER RET	7,200	311.62	4,199.95	0.00	3,000.05	58.33
TOTAL SALARIES & BENEFITS	93,320	4,039.37	54,445.82	0.00	38,874.18	58.34
COMMODITIES						
426-805-341-00 STORMWATER MATERIALS	20,000	2,940.00	19,466.78	165.00	368.22	98.16
TOTAL COMMODITIES	20,000	2,940.00	19,466.78	165.00	368.22	98.16
CAPITAL OUTLAY						
426-805-458-00 STORMWATER CAPITAL	206,680	559.83	70,853.72	0.00	135,826.28	34.28
TOTAL CAPITAL OUTLAY	206,680	559.83	70,853.72	0.00	135,826.28	34.28
TOTAL stormwater	320,000	7,539.20	144,766.32	165.00	175,068.68	45.29
TOTAL EXPENDITURES	320,000	7,539.20	144,766.32	165.00	175,068.68	45.29
REVENUE OVER/(UNDER) EXPENDITURES	(220,000)	(7,529.20)	(44,756.32)	(165.00)	(175,078.68)	20.42

Shaw/Loftis motioned to accept the May 2024 financial report as presented. Motion carried.

D. Department Report – Sanitary Superintendent Ethan Crosten presented the following reports to the Board:

D.1 Plant Operations - The plant has been operating well throughout this period with no exceedances. We have begun working on the "I and I Report" for the first half 2024.

ES-59
Revised 1975

STATE OF WEST VIRGINIA
SUMMARY OF WASTEWATER TREATMENT PLANT OPERATORS

Month: May-24
City: Buckhannon, WV.
Operat Ethan.Crosten

	INFLUENT WASTEWATER						BELT PRESS		Plant Effluent					
Date	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
2/1/24			1.339	15.0	7.16	2.0						8.2	7.21	
2/2/24			1.193	15.0	7.21	2.0						8.4	7.26	
2/3/24			1.056			2.0								
2/4/24			0.971			2.0								
2/5/24	144	142	0.905	14.0	7.22	2.0			5	2.5	17	8.3	7.25	0.300
2/6/24			1.237	14.0	7.19	2.0						8.3	7.23	
2/7/24			0.811	14.0	7.17	2.0						8.1	7.23	
2/8/24			0.788	14.0	7.18	2.0						8.2	7.24	
2/9/24			0.783	15.0	7.20	2.0						8.5	7.25	
2/10/24			0.789			2.0								
2/11/24			0.792			2.0								
2/12/24			2.206	14.0	7.19	2.0						8.6	7.24	
2/13/24			2.916	14.0	7.19	2.0					11	8.3	7.23	
2/14/24			1.883	14.0	7.21	2.0						8.2	7.26	
2/15/24	21	32.8	1.423	14.0	7.23	2.0			15.0	2.4		8.1	7.26	0.3
2/16/24			1.221	14.0	7.21	2.0						8.3	7.27	
2/17/24			1.342			2.0								
2/18/24			2.208			2.0								
2/19/24			1.190	13.0	7.20	2.0						8.4	7.25	
2/20/24			1.093	15.0	7.18	2.0					7	8.1	7.24	
2/21/24	36	32.7	0.892	15.0	7.17	2.0			18.0	2		8.0	7.22	0.45
2/22/24			2.598	15.0	7.15	2.0						7.9	7.21	
2/23/24			2.203	15.0	7.18	2.0						8.1	7.23	
2/24/24			2.397			2.0								
2/25/24			0.798			2.0								
2/26/24	32	29.6	0.864	14.0	7.20	2.0			22.0	5.1		8.0	7.24	0.3
2/27/24			1.558	14.0	7.21	2.0					21	8.1	7.25	
2/28/24			3.199	14.0	7.24	2.0						8.3	7.28	
2/29/24			2.509	14.0	7.23	2.0						8.2	7.29	
TOTAL			43.164											
AVERAGE	58	59	1.488	14.3	7.20	2.0	152,222	18,325	15.0	3.0	6	8.2	7.24	0.34
MAXIMUM	144	142	3.199	15.0	7.24	2.0			22.0	5.1	21	8.6	7.29	0.45
MINIMUM	21	30	0.783	13.0	7.15	2.0			5.0	2.0	7	7.9	7.21	0.30
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

Applicant:	BUCKHANNON, CITY OF	Type:	Electronic DMR #147684
Reference ID:	wv0032336April2024 (05/21/2024)	Permit ID:	EDMR147684
eDMR Worksheet -- WV0032336 - 001			
Status	ERIS - Closed - Issued	Printed:	Jun. 17, 2024 12:59 PM

Permit: WV0032336 Outlet No: 001 Type: NORMAL
Report for the Month of: April Year: 2024

Lab Performing Analysis: 157 - STURM ENVIRONMENTAL SERVICES

Retrieve Parameters | eDMR Schedule

Parameter	Permit Limits	Quantity Avg	Quantity Max	Quantity Units	Quantity Number Exceed.	Other Units Min	Other Units Avg	Other Units Max	CEL*	Other Units Units	Other Units Number Exceed.	Measurement Frequency	Sample Type	Lab Test Flag
50050 (ML-1) RF-A Flow,In Conduit Or Treatment Plant Year Round	Reported						1.305	2.960				Continuous		153
	Permit Limits	N/A	N/A			N/A	Rpt Only Avg. Monthl	Rpt Only Max. Daily		mgd	0	Continuous	measured	
00310 (ML-B) RF-A Bod Winter Nov 1-June 30	Reported	22.8	49.4				2.2	2.5				1/week		157
	Permit Limits	313 Avg. Monthl	626 Max. Daily	Lbs/Day	0	N/A	15 Avg. Monthl	30 Max. Daily		mg/l	0	1/week	8 hr comp	
00530 (ML-A) RF-A Suspended Solids, Total Year Round	Reported	56.8	123.4				5.6	123.4				1/week		157
	Permit Limits	625.5 Avg. Monthl	1251 Max. Daily	Lbs/Day	0	N/A	30 Avg. Monthl	60 Max. Daily		mg/l	0	1/week	8 hr comp	
51012 (ML-K) RF-A Bod,5day Percent Removal, Dry Year Round	Reported					96.4						2/month		157
	Permit Limits	N/A	N/A			85 Month. Avg.	N/A	N/A		Percent	0	2/month	Calculated	
51013 (ML-K) RF-A Bod,5day Percent Removal, Wet Year Round	Reported					97.0						2/month		157
	Permit Limits	N/A	N/A			Rpt Only Month. Avg.	N/A	N/A		Percent	0	2/month	Calculated	
51014 (ML-K) RF-A Solids, Suspended Percent Removal, Dry Year Round	Reported					88.9						2/month		157
	Permit Limits	N/A	N/A			85 Month. Avg.	N/A	N/A		Percent	0	2/month	Calculated	
51015 (ML-K) RF-A Solids, Suspended Percent Removal, Wet Year Round	Reported					89.4						2/month		157
	Permit Limits	N/A	N/A			Rpt Only Month. Avg.	N/A	N/A		Percent	0	2/month	Calculated	
74055 (ML-A) RF-A Coliform, Fecal Year Round	Reported						10	26				1/week		153
	Permit Limits	N/A	N/A			N/A	200 Mon. Geo. M	400 Max. Daily		Cnts/100ml	0	1/week	Grab	
00400 (ML-A) RF-A Ph Year Round	Reported					7.15		7.25				1/week		157
	Permit Limits	N/A	N/A			6 Inst. Min.	N/A	9 Inst. Max.		S.U.	0	1/week	Grab	
00300 (ML-A) RF-A Dissolved Oxygen Year Round	Reported					7.6						1/week		157
	Permit Limits	N/A	N/A			7.25 Inst. Min.	N/A	N/A		mg/l	0	1/week	Grab	
00610 (ML-A) RF-A Nitrogen, Ammonia Total Winter Nov 1-June 30	Reported	6.23	7.4				0.360	0.600				1/week		157
	Permit Limits	62.6 Avg. Monthl	125 Max. Daily	Lbs/Day	0	N/A	3 Avg. Monthl	6 Max. Daily		mg/l	0	1/week	8 hr comp	
01119 (ML-A) RF-A Copper Total Recoverable Year Round	Reported						.0294	.0294				1/month		157
	Permit Limits	N/A	N/A			N/A	0.007 Avg. Monthl	0.017 Max. Daily		mg/l	0	1/month	8 hr comp	
01094 (ML-A) RF-A Zinc Total Recoverable Year Round	Reported						.00024	.00024				1/month		157
	Permit Limits	N/A	N/A			N/A	0.075 Avg. Monthl	0.147 Max. Daily		mg/l	0	1/month	8 hr comp	
74069 (ML-6) RF-A Stream Flow, Estimated Winter Nov 1-June 30	Reported					113.9	871.9	4643.7				1/daily		157
	Permit Limits	N/A	N/A			Rpt Only Inst. Min.	Rpt Only Avg. Monthl	Rpt Only Inst. Max.		cfs	0	1/daily	Calculated	

D.2 Maintenance Crew - This month, the maintenance crew primarily worked on the Vicksburg Pump station and Elias Street upgrades. Elias is now complete with the addition of the telemetry system and operating off of a transducer. Vicksburg is nearly complete and waiting on manpower for the new service to be installed. A new control panel, meter, and telemetry have been installed. The old panel board is being disassembled, and a new platform has been built.

D.3 Line Crew #1 – (Brian) - Brian's crew is nearing completion of their first run of Island Avenue. They will begin working on the second and final bore next week.

D.4 Line Crew #2 – (Scott)—Scott's crew has continued to move well and is nearing completion of their run for Island Avenue. Once they are complete, we can remove the need for traffic control.

D.5 ARPA Projects Update - Virco is scheduled to be on-site next week to repair the low manhole.

D.6 Island Avenue Project - The project is moving along.

D.7 FEMA Closeout Update – FEMA just approved a $56,000 change order for the PSC generator. Once this is complete and the Mayor signs off on it, we can close out the FEMA projects.

E. Storm Water Issues for Discussion and/or Vote
E.1 – Nothing to report.

F. Correspondence and Information – Recorder Sanders reviewed the following with the Board:
F.1 Stormwater Permit Approval -112 S. Florida Street

F.2 Tennerton P.S.D. Meeting Minutes-March & April 2024

Tennerton Public Service District
Monthly Meeting
March 13, 2024

The regular monthly meeting of the Tennerton Public Service District was held at the district office at 188 Fayette Street, Buckhannon West Virginia on Wednesday March 13, 2024

In attendance were Bob Heater, Scott Casto, John Barnes, Terry Gould, and Vickie Dean.

The meeting was called to order promptly at 2:00 pm by Chairman Bob Heater. The minutes of the previous meeting held on February 14, 2024 were read, there being no corrections or additions, motion to approve was made by Robert Heater, seconded by John Barnes.

Terry Gould presented the monthly financial reports and the bills to be paid. A motion to pay the invoices was made by Bob Heater and seconded by Scott Casto.

The board reviewed and approved the previous month's credit memos. No shutoffs this month.

Terry Gould reported on the following:
*Close to selecting a contractor for the Orr Street Project. The county is pushing to spend the money they gave us to spend for that project.
*The county also wants us to use the money earmarked for the smoke test at Country Club and to replace and update manholes.

There being no other business to discuss, motion was made by to adjourn and seconded by Bob Heater.

Approved
Robert W Heater

Chairman, Tennerton Public Service District

Tennerton Public Service District
Monthly Meeting
April 10, 2024

The regular monthly meeting of the Tennerton Public Service District was held at the district office at 188 Fayette Street, Buckhannon West Virginia on Wednesday April 10, 2024

In attendance were Bob Heater, Scott Casto, John Barnes, Terry Gould, and Vickie Dean.

The meeting was called to order promptly at 2:00 pm by Chairman Bob Heater. The minutes of the previous meeting held on March 13, 2024 were read, there being no corrections or additions, motion to approve was made by Robert Heater, seconded by John Barnes.

Terry Gould presented the monthly financial reports and the bills to be paid. A motion to pay the invoices was made by Bob Heater and seconded by Scott Casto.

The board reviewed and approved the previous month's credit memos. No shutoffs this month.

Terry Gould reported on the following:
*Sent Ringers to High School St on Raymond Samples property to show where the hook up was located.
*Cornerstone Drilling has been approved by Thrasher. Scott Casto made a motion to accept Thrasher's recommendations, Bob Heater seconded the motion.
*A call was received from the Com Center about a tree that had fallen across the line at Colony Oaks. Ringers went to check on it and called Marteney to check it out.
*A sewer line had collapsed in Country Club Estates. Miss Utility had been notified. There were 2 fiber optic cables, 2 gas lines and our sewer line. Ringers went to check and recommended we do an open cut. Country Club residents had just paved and said no. Said if we were going to open cut, they wanted a copy of Ringers insurance. Terry offered TPSD insurance or Ringers liability insurance. He also mentioned that TPSD also has a right of way.
*A reminder needs to be made that smoke tests need to be done in County Club Estates.

There being no other business to discuss, motion was made by Scott Casto to adjourn and seconded by Bob Heater.

Approved
Robert W Heater

Chairman, Tennerton Public Service District

G. Consent Agenda
G.1 Approval of Minutes 05/16/2024 – Recorder Sanders reported the Consent Agenda was not available.

H. Strategic Issues for Discussion and/or Vote
H.1 Discussion/Possible Vote Public Service Commission Order—Cybersecurity Vulnerability Assessment - Amberle Jenkins provided an overview of this needed assessment and participated in a Q&A with the Board members, followed by a discussion by the Board.

Loftis/Shaw motioned to approve Amby Jenkins' request for assistance with questions regarding the Public Service Commission Order - Cybersecurity Vulnerability Assessment, as presented. The motion carried.

PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON

CASE NO. 24-0460-PWD-W-GI
CASE NO. 24-0461-PSD-S-GI

GENERAL INVESTIGATION INTO
CYBERSECURITY OF WATER AND
SEWER UTILITIES

Cybersecurity Water and Sewer Utilities

On May 16, 2024, the Public Service Commission of West Virginia (Commission) opened a general investigation into the cybersecurity of water and sewer utilities. Water and sewer utilities must provide responsive information as specified in the May 16, 2024 Order to the Executive Secretary of the Commission, Karen Buckley, at P.O. Box 812, Charleston, WV 25323, by Monday, July 15, 2024. Interested parties may review the order opening the general investigation online at http://www.psc.state.wv.us/

PUBLIC SERVICE COMMISSION OF WEST VIRGINIA

PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON

At a session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA in the City of Charleston on the 16th day of May 2024.

CASE NO. 24-0460-PWD-W-GI
CASE NO. 24-0461-PSD-S-GI

GENERAL INVESTIGATION INTO CYBERSECURITY
OF WATER AND SEWER UTILITIES

COMMISSION ORDER

The Commission opens a general investigation to examine water and sewer system cybersecurity.

DISCUSSION

The Public Service Commission was created by the Legislature for the purpose of exercising regulatory authority over public utilities to serve the interests of the public. Its function is to require such entities to perform in a manner designed to safeguard the interests of the public and the utilities.[1] Furthermore, the Commission may investigate all practices of public utilities in the State.[2]

The Commission has jurisdiction over water and sewer utilities in the State. Further, water and sewer utilities are required to "establish and maintain adequate and suitable facilities, safety appliances or other suitable devices, and shall perform such service in respect thereto as shall be reasonable, safe and sufficient for the security and convenience of the public."[3]

Cyberattacks against water and sewer utilities are increasing throughout the United States.[4] Cyberattacks threaten the distribution of clean and safe drinking water to the public. In addition, cyberattacks can create significant costs to the public and the affected utilities. Vulnerability to cyberattacks threatens water and sewer service at all levels.

ORDER

IT IS THEREFORE ORDERED that the Commission opens a general investigation in the cybersecurity of water and sewer utilities.

IT IS FURTHER ORDERED that within sixty (60) days of the entry of this Order, each water and sewer utility shall certify that it has scheduled a cyberattack vulnerability assessment, or that it has policies and procedures in place to assess and address cybersecurity threats, as discussed in this Order. Certification of the assessment completion shall be made using Attachment B attached hereto.

IT IS FURTHER ORDERED that the Executive Secretary publish a copy of Attachment A once in newspapers of general circulation in each of the following cities: Beckley, Bluefield, Charleston, Clarksburg, Elkins, Fairmont, Huntington, Keyser, Lewisburg, Logan, Martinsburg, Morgantown, Moundsville, Parkersburg, Point Pleasant, Weirton, and Wheeling. The Executive Secretary shall thereafter file proof of publication of each notice in this proceeding.

IT IS FURTHER ORDERED that the Executive Secretary serve a copy of this Order on all water and sewer utilities providing service in West Virginia, the Office of the Governor, West Virginia Water Development Authority, West Virginia Department of Environmental Protection, West Virginia Department of Health and Human Resources Bureau for Public Health, Department of Homeland Security, West Virginia Office of Technology, West Virginia Emergency Management Division, by electronic service, or by United States First Class Mail, and on Staff by hand delivery.

A True Copy, Teste,

Karen Buckley

Karen Buckley, Executive Secretary

H.2 Approval Wage Increase for Tim Wilson-Obtaining Electrical License (Per approved PayScale Implemented in 2023) – Ethan Crosten provided an overview of this request to the Board.

Shaw/Loftis motioned to approve a $2.00 an-hour wage increase for Tim Wilson for obtaining his Electrical License per the approved PayScale implemented in 2023. The motion carried unanimously.

H.3 Announcement Hiring of Public Works Director – Mayor Skinner announced that the City Council had interviewed three candidates for the position of Public Works Director. The Council extended the offer of the position to our current Sanitary Department Superintendent, Ethan Crosten, who has accepted the offer. Mr. Crosten will shadow Jerry Arnold for the next several months while continuing to serve as the Sanitary Department Superintendent. At the appropriate time, the City Council will open up the position of Sanitary Department Superintendent. Both Mr. Shaw and Mr. Loftis congratulated Mr. Crosten. Recorder Sanders and Mayor Skinner both expressed their faith in Mr. Crosten and extended their congratulations.

I. Board Member's Comments and Announcements

- **Phil Loftis:** Mr. Loftis spoke about Frontier Communications bringing Fiber service to the area.
- **Mitch Shaw:** Mr. Shaw had nothing more to discuss.

J. Adjournment

At 7:53 a.m., Shaw made a motion to adjourn.

Mayor Robert N. Skinner III ____________________________

City Recorder Randall H. Sanders ____________________________