CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, DECEMBER 14, 2022

Special Meeting | **661 South George Street, Charles Town, WV 25414** | **4:00 PM**

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of November 16, 2022 Special Meeting Minutes
   UB Minutes 11-16-2022.pdf

2. **PUBLIC COMMENT**
   This portion of the agenda is designed for members of the general public to share thoughts on items of interest in the community. By law, Board members may ask clarifying questions or discuss procedural matters but are not permitted to discuss the policy merits of any issue unless it is scheduled for discussion.

   The public is invited to attend this meeting in person or via webcast (www.ctubwv.com- Board Meetings - Meeting Agendas and Minutes 2022) or by accessing the following zoom link:

   https://us06web.zoom.us/j/82732444234?pwd=TDM2WVdzRUtCV2daTmN3Tk1sSWNtZz09

   Meeting ID: 827 3244 4234
   Passcode: 879479
   +1 301 715 8592 US

3. **UNFINISHED BUSINESS**

4. **NEW BUSINESS**
   a. 2023 CTUB Board Meeting Schedule
   2023 Board Meeting Schedule.pdf
   b. Vehicle Purchases - Maintenance and Sewer
   Vehicle Purchase Info.pdf
   c. Renewal and Replacement Project Resolution No. 2 - Contractor Pay Application No. 2
   Renewal Project Pay Application No 2.pdf
   d. Legal Services Discussion - Possible Executive Session Under: WV State Code Section §6-9A-4(b)(9) - To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial

competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision and involving contract matters.

e. Utility Manager Performance Review & Contract Addendum – Possible Executive Session Under: WV State Code Section 6-9A-4(b)(2)(A) – Matters arising from the appointment, employment of an employee.

5. **MANAGER REPORTS**
   a. Utility Manager Report
      UM Report 12-14-22.pdf
      Revenue & Expense October 2022.pdf
   b. Chairman Report

6. **APPROVAL OF BILLS**
   a. December 14, 2022
      Board Report 12.14.22.pdf
      Board Report 12.07.22.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY - NEXT MEETING - JANUARY 11, 2023, 4:00 P.M.**

Charles Town Utility Board
Special Board Meeting
November 16, 2022

The Charles Town Utility Board held a special meeting on November 16, 2022 at 4:00 P.M. Members of the Board present were John Barkley, Duke Pierson, Tommy Stocks and Jeff Whitten. Also present were Kristen Stolipher, April Shultz, Hoy Shingleton and Ashley Stottlemyer.

CALL TO ORDER

Chairman John Barkley called the meeting to order at 4:00 P.M.

APPROVAL OF MINUTES

Approval of October 26, 2022 Regular Meeting Minutes

The Chairman called for changes or corrections to the October 26, 2022 regular meeting minutes.

Action: **Motion by Mr. Stocks, second by Mr. Whitten, the Board unanimously approved the minutes as presented. Mr. Pierson abstained from voting as he was absent from that meeting.**

PUBLIC COMMENT

The Board received a public comment from Elizabeth Ricketts.

NEW BUSINESS

Renewal & Replacement Project Resolution No. 001 – Contractor Pay Application No. 001

Mrs. Stolipher included GDF's Engineers Report in the board packet which detailed the contractors progress on the R&R project. The contractor has submitted an application for payment no. 1 in the amount of $258,858.00. Mrs. Stolipher provided the first draw will be taken from the bond proceeds as shown in the Schedule B.

Action: **Motion by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved the Contractor Pay Application No. 001.**

Stonecrest Alternate Mainline Extension Agreement

Mrs. Stolipher provided the Stonecrest development has a proposed 325 residential units located off Flowing Springs Road, just north of the Aspen Greens development. Both Mr. Shingleton and the developer have reviewed the agreement. If approved by the Board, staff will forward to the Public Service Commission for approval.

Action: **Motion made by Mr. Stocks, second by Mr. Whitten, the Board unanimously approved the Stonecrest AMEA as presented.**

Gannet Fleming Proposal for Water and Wastewater Cost of Service and Rate Study

Mrs. Stolipher explained that as a follow-up to the sewer rate equalization discussion, Gannet Fleming will provide an update to the sewer rate study previously completed and perform a water class cost of service study. The Board provided questions on the agreement.

Action: **Motion made by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved the Gannet Fleming proposal for water and wastewater cost of service and rate study.**

MANAGER REPORTS

Utility Manager Report

Mrs. Stolipher briefed the Board on this month's sewer and water efforts including the first reading of the water capacity improvement fee and tariff revisions approved at the November 7th City Council meeting and the upcoming billing change that transfers customer data for CTUB sewer customers currently billed by JUI, allowing CTUB to bill their customers directly effective December 1st. Mrs. Stolipher also mentioned the hearing for the combined PSC cases will be held on January 25th in Charleston.

Action: No action required by the Board.

Chairman Report

The Chairman mentioned that City Council was interested in the Board reviewing the sewer capacity improvement fee again, but will convey back to them of the Board's policy to review that fee every two or three years.

Action: No action required by the Board.

APPROVAL OF BILLS

November 16, 2022

Action: Motion by Mr. Pierson, second by Mr. Stocks, the Board unanimously approved the payment of the bills.

NEW BUSINESS

Utility Manager Contract Addendum – Possible Executive Session Under: WV State Code Section 6-9A-4(b)(2)(A) – Matters arising from the appointment, employment of an employee

Action: Motion by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved convening into Executive Session at 4:20 P.M.

The Board declared executive session over at 4:30 P.M with no action.

There being no further business at this time, the Board adjourned the meeting at 4:31 P.M.

Action: Motion by Mr. Stocks, second by Mr. Whitten, the Board unanimously approved the motion to adjourn.

INFORMATION ONLY

The next special meeting is scheduled for Wednesday, December 14th at 4:00 P.M. at 661 S. George Street.

_____ _____

John Barkley, Chairman

Ashley Stottlemyer, Secretary

2023 CTUB Board Meeting Schedule

January 11, 2023*

January 25, 2023*

February 8, 2023

February 22, 2023

March 8, 2023

March 22, 2023

April 12, 2023

April 26, 2023

May 10, 2023

May 24, 2023

June 14, 2023

June 28, 2023

July 12, 2023

July 26, 2023

August 9, 2023

August 23, 2023

September 13, 2023

September 27, 2023

October 11, 2023

October 25, 2023

November 15, 2023

December 13, 2023

DRAFT

CAPITAL IMPROVEMENT PLAN 2023 - DECEMBER 2022

CTUB CAPITAL IMPROVEMENT PLAN 2023 (SEWER): SUMMARY OF INTERNAL SOURCES AND USES

Source	FY 2022 Ending Cash Balance			Notes and Explanations
INTERNAL FUNDING SOURCES:	OPERATING FUND (O&M, Capital, & Debt Service)	RENEWAL & REPLACEMENT FUND	CAPACITY IMPROVEMENT FUND	
	$ 2,351,980	$ 704,766	$ 3,735,204	Balance at year-end does not reflect changes in FY 2023.
Total Fund Balances as of 6/30/2022	$ 2,351,980	$ 704,766	$ 3,735,204	

Use	FY 2023 Proposed Capital Improvement Expenditures			Notes and Explanations
Motorized Camera	$ 80,940			Invest in a motorized camera to assist with assessment of sewer lines and mains. To be funded by Operating Fund.
Vehicles/Transportation		$ 57,000		Replace 2001 Sewer Vehicle
Capital Improvement Projects				
Renewal and Replacement Project	$ 600,000	$ 500,000	$ 1,170,163	Internal funding of the Renewal and Replacement project at the main Wastewater Treatment Plant. (Does not include the $455,536.47 previously used from Operating)
Collection System Project	$ 501,945	$ -	$ 1,300,000	Internal funding of the Collection System Project. (Does not include the $501,945.22 previously used from Operating)
Total Equipment and Capital Project Expenses	**$ 1,182,885**	**$ 557,000**	**$ 2,470,163**	
Estimated Year End Balance	**$ 1,169,095**	**$ 147,766**	**$ 1,265,041**	The balance for each year is maintained in the Operating Account and used to fund other or future CTUB priorities.

CTUB CAPITAL IMPROVEMENT PLAN 2023 (WATER): SUMMARY OF INTERNAL SOURCES AND USES

Source	FY 2022 Ending Cash Balance			Notes and Explanations
INTERNAL FUNDING SOURCES:	OPERATING FUND (O&M, Capital, & Debt Service)	RENEWAL & REPLACEMENT FUND	CAPACITY IMPROVEMENT FUND	
	$ 635,064	$ 777,187	$ 298,319	Balance at year-end does not reflect changes in FY 2023.
Total Fund Balances as of 6/30/2022	$ 635,064	$ 777,187	$ 298,319	

Use	FY 2023 Proposed Capital Improvement Expenditures			Notes and Explanations
Vehicles/Transportation		$ 57,000		Supplement Maintenance Fleet with (1) workbody truck maintenance staff
Equipment		.		
Capital Improvement Projects				
Meter Replacement		$ 150,000	$ -	
Lead & Copper Assessment	$ 125,000	$ -	$ -	
Total Equipment and Capital Project Expenses	**$ 125,000**	**$ 207,000**	**$ -**	
Estimated Year End Balance	**$ 510,064**	**$ 570,187**	**$ 298,319**	The balance for each year is maintained in the Operating Account and used to fund other or future CTUB priorities.

CHARLES TOWN UTILITY BOARD
VEHICLE/DRIVER LIST
Updated 12/9/2022

SEWER DEPARTMENT			
DRIVER	**VEHICLE**	**YEAR**	**MILEAGE**
JB	GMC Sierra	2020	25364
CC	Ford F350	2012	88159
AH	Ford F250	2014	149084
DS	Ford F150	2011	127721
OR	Ford F250	2014	79070
BC	Ford Super Duty 350	2019	30788
RL	Chevy Silverado	2007	83000
SF	Ford F350	2001	84226
RS	Chevy Silverado	2022	15000
TM	Jeep Commander	2008	108000

MAINTENANCE DEPARTMENT			
DRIVER	**VEHICLE**	**YEAR**	**MILEAGE**
BG	Dodge Utility Truck	2018	19405
MW	Ford F350	2011	95000
WB	Chevy 3500 Silverado	2012	24041
DE	GMC 2500	2016	58375
LS	Chevy Silverado	2015	100750
SW			
RP			
JW			

WATER DEPARTMENT			
DRIVER	**VEHICLE**	**YEAR**	**MILEAGE**
CH	Ford F150	2017	35410
LS	Ford F150	2015	62204
JC	Ford F250	2003	89998
CO	Ford F150	2011	120554
CN			

1 Vehicle Matching | Chevrolet × | Silverado 2500HD × | Silverado 3500HD × | Clear Filters | Sort by

Condition

- ◉ All Conditions
- ○ Pre-Owned 1

Year

Min 2007 Max 2022

1 Match



2021 CHEVROLET

SILVERADO 3500HD 4WD TRUCK WORK TRUCK

41,170 miles
6.6L V-8 Engine
6-Speed Automatic
4WD
Summit White Exterior
Jet Black Interior
Stock #: 39012T

Was ~~Please Call~~

Now $52,790

Personalize Payments

I'm Interested





New 2022 FORD Utility Truck - Service Truck

F350

Stock # C21144

$64,139

Compare Commercial Loans | lendingtree

Contact **Ted Britt Ford Commercial Trucks**

View Dealer's Website

1-888-722-5313

Your Email Address

Hello, I am interested in your
2022 FORD F350 Utility Truck - Service Truck.

Please contact me at your earliest convenience .

You can reach me at Phone (optional) .

Additional Comments





Used 2019 CHEVROLET Utility Truck - Service Truck

SILVERADO

38,347 Miles Stock # T4213

$54,999

Contact **Country Commercial Center**

View Dealer's Website

1-888-989-8334

Your Email Address

Hello, I am interested in your
2019 CHEVROLET SILVERADO Utility Truck - Service Truck.

Please contact me at your earliest convenience .

You can reach me at Phone (optional) .

Additional Comments

Thank you,





PROMO






Used 2021 CHEVROLET Utility Truck - Service Truck

SILVERADO

26,868 Miles Stock # 6691041

$55,992 **Make An Offer**

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Contact **Lawrence Chevrolet**

View Dealer's Website

1-844-277-9622 | Text Us

Your Email Address

Hello, I am interested in your
2021 CHEVROLET SILVERADO Utility Truck - Service Truck.

Please contact me at your earliest convenience .
You can reach me at Phone (optional) .

Additional Comments

Thank you,

First and Last Name

I would also like to see: Additional Photos Video

← Back to search results

Estimate Payment Print

CHARLES TOWN UTILITY BOARD
2022 RENEWAL AND REPLACEMENT PROJECT

RESOLUTION NO. 2

RESOLUTION OF THE CITY OF CHARLES TOWN UTILITY BOARD APPROVING INVOICES RELATING TO THE CONSTRUCTION AND OTHER SERVICES FOR THE 2022 CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the City of Charles Town Utility Board (CTUB) has reviewed the invoices attached hereto and incorporated herein by reference relation to the project:

a) That none of the items for which payment is proposed to be made has formed the basis for any disbursement theretofore made.

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 owing.

NOW, THEREFORE, BE IT RESOLVED the City of Charles Town Utility Board that the payment of the attached Contractor's Application for Payment No. 2 as summarized below, is hereby authorized and directed.

Vendor	**Renewal and Replacement Project at the Charles Town Wastewater Treatment Facility**
Alvarez Contractors, Inc.	$188,174.70
Total	**$188,174.70**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 14th day of December 2022.

By: _____
John Barkley, Chairman

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 2

To (Owner):	CHARLES TOWN UTILITY BOARD	Application Period: 10/27/22-11/30/22	Application Date: 11/30/2022
Project:	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	From (Contractor): ALVAREZ CONTRACTORS, INC	Via (Engineer): GWIN, DOBSON & FOREMAN INC
Owner's Contract No.:		Contract: CONTRACT #1	
		Contractor's Project No.:	Engineer's Project No.:

Application For Payment

Change Order Summary

Approved Change Orders

Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE	$	$10,151,000.00
2. Net change by Change Orders	$	
3. Current Contract Price (Line 1 ± 2)	$	$10,151,000.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	$	$496,703.00
5. RETAINAGE:		
a. 10% X $496,703.00 Work Completed	$	$49,670.30
b. 10% X _____ Stored Material	$	
c. Total Retainage (Line 5.a + Line 5.b)	$	$49,670.30
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	$	$447,032.70
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	$258,858.00
8. AMOUNT DUE THIS APPLICATION	$	$188,174.70
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	$	$9,703,967.30

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:	Date: 11/30/2022

Payment of: $ $188,174.70
(Line 8 or other - attach explanation of the other amount)

is recommended by: Christopher M. Echavde (Engineer) 11-30-2022 (Date)

Payment of: $ $188,174.70
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ Funding or Financing Entity (if applicable) _____ (Date)

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract)	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	2
Application Period:	10/27/22-11/30/22	Application Date:	11/30/2022

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
1	D1 - Moblization/Demob.	$20,000.00	$10,000.00	$5,000.00	$0.00	$15,000.00	75.0%	$5,000.00
2	D1 - Bonds/Insurance	$178,000.00	$178,000.00	$0.00	$0.00	$178,000.00	100.0%	$0.00
3	D1 - Video Taping	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.0%	$0.00
4	D1 - Field Office	$18,000.00	$5,400.00	$540.00	$0.00	$5,940.00	33.0%	$12,060.00
5	D1 - QC Testing (Cash Allowance)	$50,000.00				$0.00		$50,000.00
6	D1 - Submittals/Shop Drawings by ACI	$40,000.00	$0.00	$14,000.00	$0.00	$14,000.00	35.0%	$26,000.00
	DIVISION 2 - SITE WORK							
7	D2 - Sediment & Erosion Control	$20,200.00	$0.00	$1,010.00	$0.00	$1,010.00	5.0%	$19,190.00
	SITE DEMOLITION							
8	D2 - Concrete Pads	$4,100.00				$0.00		$4,100.00
9	D2 - Remove all Ex. Underground Lines at Centrifuge Bldg. Site	$32,900.00	$0.00	$658.00	$0.00	$658.00	2.0%	$32,242.00
10	D2 - Remove all Ex. Underground Lines at Electrical Bldg. Site	$12,400.00				$0.00		$12,400.00
11	D2 - Remove Portions of Underground Lines at Ex. Press Bldg.	$4,200.00				$0.00		$4,200.00
	STRUCTURES & BUILDING DEMOLITION							
12	D2 - Headworks Building	$40,200.00				$0.00		$40,200.00
13	D2 - Influent Pump Station & Bypass Pump Set Up	$97,500.00				$0.00		$97,500.00
14	D2 - UV Equipment	$18,300.00				$0.00		$18,300.00
15	D2 - Plant Drain Pump Station	$14,800.00				$0.00		$14,800.00
16	D2 - Electrical Building by ACI	$7,900.00				$0.00		$7,900.00
17	D2 - Sludge Day Tank & Pump Building	$97,800.00	$24,450.00	$48,900.00	$0.00	$73,350.00	75.0%	$24,450.00
18	D2 - Digester Blower Building	$32,500.00				$0.00		$32,500.00
19	D2 - Sludge Transfer Pump Building	$3,200.00				$0.00		$3,200.00
20	D2 - Digester Tank	$8,200.00	$0.00	$6,150.00	$0.00	$6,150.00	75.0%	$2,050.00
21	D2 - SBR	$1,600.00				$0.00		$1,600.00
	EXCAVATION (MAJOR STRUCTURES)							
22	D2 - Centrifuge Building	$38,900.00	$0.00	$9,725.00	$0.00	$9,725.00	25.0%	$29,175.00
23	D2 - Electrical Building by ACI	$7,800.00				$0.00		$7,800.00
24	D2 - Blower Pad	$5,100.00				$0.00		$5,100.00
25	D2 - Generator Pad	$5,200.00				$0.00		$5,200.00
	BACKFILL (MAJOR STRUCTURES)							
26	D2 - Centrifuge Building	$42,300.00				$0.00		$42,300.00
	STRUCTURAL STONE							
27	D2 - Centrifuge Building	$13,400.00				$0.00		$13,400.00
28	D2 - Electrical Building	$5,600.00				$0.00		$5,600.00
29	D2 - FRP Building	$2,000.00				$0.00		$2,000.00
30	D2 - Generator Pad	$1,500.00				$0.00		$1,500.00
31	D2 - Blower Pad	$1,500.00				$0.00		$1,500.00
	YARD PIPING							

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number	2
Application Period	10/27/22-11/30/22	Application Date:	11/30/2022

			Work Completed		E	F		G
	A	B	C	D				
Schedule of Values Item No	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
32	D2 - 2" Sch 80 PVC Water Service to Headworks Bldg.	$9,900.00				$0.00		$9,900.00
33	D2 - 2" Sch 80 PVC Water Service to Centrifuge Bldg.	$25,100.00				$0.00		$25,100.00
34	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Sanitary Sewer	$16,600.00				$0.00		$16,600.00
35	D2 - 4" DIP WAS Inlet to Centrifuge Bldg.	$17,400.00				$0.00		$17,400.00
36	D2 - 4" DIP Sludge Drain Off Line from Digester	$16,800.00				$0.00		$16,800.00
37	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Digester	$16,700.00				$0.00		$16,700.00
38	D2 - 6" PVC Drain from Centrifuge Bldg. to Manhole	$16,500.00				$0.00		$16,500.00
39	D2 - 4" PVC Drain from Centrifuge Bldg. to Manhole	$15,200.00				$0.00		$15,200.00
40	D2 - 6" DIP Existing System Connection to New T-Valve	$16,700.00				$0.00		$16,700.00
41	D2 - 8" PVC Drain Line Under Centrifuge Bldg.	$13,500.00				$0.00		$13,500.00
42	D2 - 24" & 12" HDPE Storm Drain at Centrifuge Bldg.	$58,000.00				$0.00		$58,000.00
43	D2 - 18" HDPE Storm Drain at Electrical Bldg.	$39,000.00				$0.00		$39,000.00
44	D2 - 10" Stainless Steel Air Line to Digester	$10,900.00				$0.00		$10,900.00
	YARD STRUCTURES							
45	D2 - 4' Dia. Precast Drain Line Manhole	$3,400.00				$0.00		$3,400.00
46	D2 - Type G Precast Drop Inlet	$9,200.00				$0.00		$9,200.00
	FINAL RECLAMATION							
47	D2 - Asphalt Paving	$98,800.00				$0.00		$98,800.00
48	D2 - Final Grading, Seed & Mulch	$5,700.00				$0.00		$5,700.00
	DIVISION 3 - CONCRETE							
	SITE CONCRETE							
49	D3 - Generator Pad	$10,100.00				$0.00		$10,100.00
50	D3 - FRP Shelter Pad	$9,400.00				$0.00		$9,400.00
51	D3 - Digester Blower Pad	$28,200.00				$0.00		$28,200.00
52	D3 - Digester Equipment Pads	$24,900.00				$0.00		$24,900.00
53	D3 - Sidewalks at Blower Bldg. Area	$10,700.00				$0.00		$10,700.00
54	D3 - Sidewalks at Covered Sludge Storage Area	$11,400.00				$0.00		$11,400.00
	ELECTRICAL BLDG.							
55	D3 - Grade Beams	$38,300.00				$0.00		$38,300.00
56	D3 - Concrete Pads/SOG	$18,100.00				$0.00		$18,100.00
57	D3 - Door Stoops/Pads	$12,000.00				$0.00		$12,000.00
58	D3 - Exterior SOG/Sidewalks	$15,400.00				$0.00		$15,400.00
59	D3 - Misc. Equipment Pads	$3,000.00				$0.00		$3,000.00
	COVERED SLUDGE STORAGE AREA & CENTRIFUGE BLDG.							
60	D3 - Footings, Grade Beams & Walls	$162,000.00				$0.00		$162,000.00
61	D3 - Thickened SOG at Trench Drains	$22,200.00				$0.00		$22,200.00
62	D3 - 6" SOG at 2 - Areas	$49,700.00				$0.00		$49,700.00
63	D3 - Equipment Pads, Containment Curbs & Walls	$15,400.00				$0.00		$15,400.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract)	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	2
Application Period	10/27/22-11/30/22	Application Date:	11/30/2022

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
64	D3 - Door/Stoop	$8,100.00				$0.00		$8,100.00
	DIGESTER BLDG. & TANK							
65	D3 - Equipment Pads	$4,400.00				$0.00		$4,400.00
	DIVISION 4 - MASONRY							
	CENTRIFUGE BUILDING							
66	D4 - 12" Standard CMU's	$53,000.00				$0.00		$53,000.00
	DIVISION 5 - MISC. METALS							
	SITE							
67	D5 - Permanent Bollards	$7,200.00				$0.00		$7,200.00
68	D5 - Removable Bollards	$12,300.00				$0.00		$12,300.00
	ELECTRICAL BLDG.							
69	D5 - Partition Walls	$69,200.00				$0.00		$69,200.00
70	D5 - Roof/Ceiling Framing	$35,000.00				$0.00		$35,000.00
	CENTRIFUGE BUILDING							
71	D5 - W8 x 28 Steel Lintel	$1,800.00				$0.00		$1,800.00
72	D5 - Monorail Framing	$11,100.00				$0.00		$11,100.00
73	D5 - Covered Storage Framing	$12,900.00				$0.00		$12,900.00
74	D5 - Steel Erection	$25,500.00				$0.00		$25,500.00
75	D5 - Stainless Steel Polymer Fill Station	$4,600.00				$0.00		$4,600.00
	DIVISION 6 - WOOD AND PLASTICS							
	CENTRIFUGE BUILDING							
76	D6 - Wood Trusses & Sheathing	$69,500.00				$0.00		$69,500.00
77	D6 - Wood Framing & Interior Finishes	$53,700.00				$0.00		$53,700.00
78	D6 - FRP Grating & Ladders	$11,700.00				$0.00		$11,700.00
	ELECTRICAL SHELTER							
79	D6 - FRP Shelter Building	$48,600.00				$0.00		$48,600.00
	DIVISION 7 - THERMAL & MOISTURE PROTECTION							
	ELECTRICAL BLDG.							
80	D7 - SSR Roofing & Soffit	$105,900.00				$0.00		$105,900.00
	CENTRIFUGE BUILDING							
81	D7 - SSR Roofing & Soffit	$107,200.00				$0.00		$107,200.00
82	D7 - Corefill Insulation	$2,900.00				$0.00		$2,900.00
83	D7 - EIFS Outsulation	$39,300.00				$0.00		$39,300.00
	DIVISION 8 - DOORS & WINDOWS							
	ELECTRICAL BLDG.							
84	D8 - Hollow Metal Doors, Frames & Hardware	$25,500.00				$0.00		$25,500.00
	CENTRIFUGE BUILDING							
85	D8 - FRP Door & Window	$16,800.00				$0.00		$16,800.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	2
Application Period	10/27/22-11/30/22	Application Date:	11/30/2022

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
86	D8 - Overhead Door (10'x12')	$16,200.00				$0.00		$16,200.00
87	D8 - Fixed Window	$3,800.00				$0.00		$3,800.00
	DIVISION 9 - FINISHES							
	ELECTRICAL BLDG.							
88	D9 - ACT Ceiling	$38,900.00				$0.00		$38,900.00
89	D9 - Paint Walls, Floors & Doors	$11,000.00				$0.00		$11,000.00
	CENTRIFUGE BUILDING							
90	D9 - Paint Walls, Floors & Doors	$31,000.00				$0.00		$31,000.00
91	D9 - Chemical Containment	$6,500.00				$0.00		$6,500.00
92	D9 - Piping	$5,700.00				$0.00		$5,700.00
	DIVISION 10 - SPECIALTIES							
93	D10 - Fire Extinguishers	$400.00				$0.00		$400.00
94	D10 - Project Signs	$6,700.00				$0.00		$6,700.00
	DIVISION 11 - EQUIPMENT							
	SITE							
95	D11 - Influent Pump Station - Submersible Pumps	$189,200.00	$18,920.00	$0.00	$0.00	$18,920.00	10.0%	$170,280.00
96	D11 - Plant Drain Pump Station Submersible Pumps	$89,400.00	$8,940.00	$0.00	$0.00	$8,940.00	10.0%	$80,460.00
	CENTRIFUGE BUILDING							
97	D11 - Centrifuge System	$619,200.00	$0.00	$61,920.00	$0.00	$61,920.00	10.0%	$557,280.00
98	D11 - Digester Sludge Pump	$30,000.00	$0.00	$3,000.00	$0.00	$3,000.00	10.0%	$27,000.00
99	D11 - Inline Grinder	$34,500.00	$0.00	$3,450.00	$0.00	$3,450.00	10.0%	$31,050.00
100	D11 - Polymer Feed System	$32,900.00	$0.00	$3,290.00	$0.00	$3,290.00	10.0%	$29,610.00
101	D11 - Polymer Bulk Tank	$7,800.00	$0.00	$780.00	$0.00	$780.00	10.0%	$7,020.00
	UV BUILDING							
102	D11 - UV System with Controls	$303,900.00	$30,390.00	$0.00	$0.00	$30,390.00	10.0%	$273,510.00
	HEADWORKS BUILDING							
103	D11 - Mechanical Bar Screen w/Controls	$159,000.00	$0.00	$15,900.00	$0.00	$15,900.00	10.0%	$143,100.00
104	D11 - Washer/Compactor w/Controls	$85,600.00	$0.00	$8,560.00	$0.00	$8,560.00	10.0%	$77,040.00
105	D11 - Grit Removal System w/Controls	$262,000.00	$0.00	$26,200.00	$0.00	$26,200.00	10.0%	$235,800.00
	EXISTING DIGESTER							
106	D11 - Digester Aeration & Mixing System w/Controls	$670,000.00				$0.00		$670,000.00
	EXISTING SBR TANKS							
107	D11 - MCP w/ PLC & Instrumentation	$274,800.00				$0.00		$274,800.00
	DIVISION 13 - SPECIAL CONSTRUCTION							
	SCADA / INTEGRATION							
108	D13 - SCADA, Control Panels, MCC, Field Instrumentation	$765,000.00				$0.00		$765,000.00
	DIVISION 14 - CONVEYING SYSTEMS							
	CENTRIFUGE BUILDING							

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract)	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	2
Application Period:	10/27/22-11/30/22	Application Date:	11/30/2022

	A	B	Work Completed		E	F		G
			C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
109	D14 - Hoist & Monorail	$27,700.00				$0.00		$27,700.00
	HEADWORKS BUILDING							
110	D14 - Screw Conveyor	$70,200.00	$7,020.00	$0.00	$0.00	$7,020.00	10.0%	$63,180.00
	DIVISION 15 - MECHANICAL							
	PROCESS PIPING							
111	D15 - Influent PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$49,000.00				$0.00		$49,000.00
112	D15 - Effluent PS- Sch 40 Stilling Well	$3,900.00				$0.00		$3,900.00
113	D15 - Plant Drain PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$19,500.00				$0.00		$19,500.00
114	D15 - Plan Drain PS - New Top Slab w/Hatch & Vent Pipe	$5,000.00				$0.00		$5,000.00
115	D15 - Plant Drain PS - Portable Hoist w/Socket	$3,000.00				$0.00		$3,000.00
116	D15 - Electrical Bldg- 12" Lug Style BF Valve w/SS Flange Spool	$10,700.00				$0.00		$10,700.00
117	D15 - Centrifuge Bldg. - DI Pipe, Fittings & Valves	$86,800.00				$0.00		$86,800.00
118	D15 - Centrifuge Bldg. - Sch 80 PVC Polymer Feed System	$27,100.00				$0.00		$27,100.00
119	D15 - Sludge Transfer Pump Bldg - DI Pipe, Fittings & Valves	$5,700.00				$0.00		$5,700.00
120	D15 - Headworks Bldg. - DI Pipe, Fittings & Valves	$47,200.00				$0.00		$47,200.00
121	D15 - Headworks Bldg. - Sch 80 PVC Drains	$9,000.00				$0.00		$9,000.00
122	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" SS Air Pipe	$11,600.00				$0.00		$11,600.00
123	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" Sch 40 PV	$3,200.00				$0.00		$3,200.00
124	D15 - Ex. Digester Tank - 6" DI Pipe & Fittings w/Elec. Actuated T-Va	$43,000.00				$0.00		$43,000.00
125	D15 - Ex. Digester Tank - 10" SS Pipe & Valve Air Supply Line to Mar	$19,500.00				$0.00		$19,500.00
126	D15 - Ex. Digester Tank - Pipe Penetrations to Tank by Mack Ind.	$15,700.00				$0.00		$15,700.00
127	D15 - Digester Blower Pad - 10" & 8" SS Pipe, Fittings & Valves	$15,800.00				$0.00		$15,800.00
128	D15 - SBR Tanks - Install Process Sensors & Instrumentation	$12,000.00				$0.00		$12,000.00
	PLUMBING							
129	D15 - Headworks Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BF	$35,800.00				$0.00		$35,800.00
130	D15 - Centrifuge Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BFF	$46,200.00				$0.00		$46,200.00
131	D15 - Centrifuge Bldg. - Sch 80 PVC Drain Pipe, Fittings, Floor Drains	$16,700.00				$0.00		$16,700.00
132	D15 - Centrifuge Bldg. - Plumbing Fixtures & Eyewash/Shower	$32,800.00				$0.00		$32,800.00
	HVAC							
133	D15 - Electrical Bldg. - Split System HVAC Unit	$22,600.00				$0.00		$22,600.00
134	D15 - Centrifuge Bldg. - Exhaust Fans, Louvers, Unit Heaters	$29,900.00				$0.00		$29,900.00
	DIVISION 16 - ELECTRICAL							
	ELECTRICAL WORK BY S&S ELECTRIC							
135	D16 - Electrical Demolition	$163,500.00				$0.00		$163,500.00
136	D16 - Lighting - Material	$11,300.00				$0.00		$11,300.00
137	D16 - Lighting - Labor	$8,900.00				$0.00		$8,900.00
138	D16 - Gear - Material	$278,300.00				$0.00		$278,300.00
139	D16 - Gear - Labor	$60,900.00				$0.00		$60,900.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	2
Application Period:	10/27/22-11/30/22	Application Date:	11/30/2022

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
140	D16 - Emergency Generator - Material	$382,500.00				$0.00		$382,500.00
141	D16 - Emergency Generator - Labor	$22,700.00				$0.00		$22,700.00
142	D16 - Devices - Material	$5,600.00				$0.00		$5,600.00
143	D16 - Devices - Labor	$7,300.00				$0.00		$7,300.00
144	D16 - Boxes/Troughs - Material	$101,900.00				$0.00		$101,900.00
145	D16 - Boxes/Troughs - Labor	$59,900.00				$0.00		$59,900.00
146	D16 - SCADA Equipment Install - Labor	$25,800.00				$0.00		$25,800.00
147	D16 - Conduit - Material	$380,500.00				$0.00		$380,500.00
148	D16 - Conduit - Labor	$634,000.00				$0.00		$634,000.00
149	D16 - Cable - Material	$487,600.00				$0.00		$487,600.00
150	D16 - Cable - Labor	$358,000.00				$0.00		$358,000.00
151	D16 - Grounding - Material	$12,000.00				$0.00		$12,000.00
152	D16 - Grounding - Labor	$20,700.00				$0.00		$20,700.00
153	D16 - Temporary Electric	$53,500.00				$0.00		$53,500.00
	BID ALTERNATE A - INFLUENT METERING VAULT							
154	Bonds & Insurance	$2,800.00				$0.00		$2,800.00
155	Demolition	$14,000.00				$0.00		$14,000.00
156	Excavation & Backfill	$7,600.00				$0.00		$7,600.00
157	Precast Concrete Vault	$23,000.00				$0.00		$23,000.00
158	Piping, Fittings, Valves & Supports	$45,000.00				$0.00		$45,000.00
159	16" Mag Meter	$14,600.00				$0.00		$14,600.00
160	Electrical Material	$16,000.00				$0.00		$16,000.00
161	Electrical Labor	$29,000.00				$0.00		$29,000.00
	BID ALTERNATE B - WAS METERING VAULT							
162	Bonds & Insurance	$4,400.00				$0.00		$4,400.00
163	Demolition	$14,700.00				$0.00		$14,700.00
164	Excavation & Backfill	$10,200.00				$0.00		$10,200.00
165	Precast Concrete Vault	$21,000.00				$0.00		$21,000.00
166	Piping, Fittings, Valves & Supports	$65,600.00				$0.00		$65,600.00
167	Flow Meters	$17,100.00				$0.00		$17,100.00
168	Misc. Metals	$23,000.00				$0.00		$23,000.00
169	Electrical Material	$33,000.00				$0.00		$33,000.00
170	Electrical Labor	$46,000.00				$0.00		$46,000.00
	SubTotal	**$10,151,000.00**	**$287,620.00**	**$209,083.00**	**$0.00**	**$496,703.00**	**4.9%**	**$9,654,297.00**

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Stored Material Summary

Contractor's Application

For (Contract): CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT									Application Number: 2			
Application Period: 10/27/22-11/30/22									Application Date: 11/30/2022			
A		B	C		D		E		F			G
					Stored Previously				Incorporated in Work			
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Storage Location	Description of Materials or Equipment Stored	Date Placed into Storage (Month/Year)	Amount ($)	Amount Stored this Month ($)		Subtotal Amount Completed and Stored to Date (D + E)	Date (Month/ Year)	Amount ($)	Materials Remaining in Storage ($) (D + E - F)

Date: December 14, 2022

Charles Town Utility Board
2022 Renewal and Replacement Project
Schedule B

A. COST OF PROJECT	APPROVED CONSTRUCTION BUDGET	Paid by CTUB from Operating Account	Paid by CTUB from Operating Account 6/1/2022-11/7/2022	Paid by CTUB from Operating Account 11/8/2022-12/8/2022	Resolution No. 1 Contractor's Application for Payment No. 1	Resolution No. 2 Contractor's Application for Payment No. 2	BALANCE REMAINING
1 **CONSTRUCTION**							
a. Contract	$ 10,151,000.00				$ 258,858.00	$ 188,174.70	$ 9,703,967.30
b. Construction Contingency (5%)	$ 507,550.00						$ 507,550.00
2 **ENGINEERING SERVICES**							
GDF Engineering fees (including CA and RPR)	$ 760,000.00	$ 410,782.47	$ 32,115.37	$ 8,829.82			$ 308,272.34
Additional RPR inspection (not yet Board approved)	$ 125,000.00						$ 125,000.00
Initial GDF R&R Report	$ 40,082.50	$ 40,082.50					$ -
3 **LEGAL SERVICES**							
a. Local Project Attorney	$ 20,000.00	$ 544.00	$ 2,312.00				$ 17,144.00
4 **ADMINISTRATIVE SERVICES**							
a. Project Accountant (CPA)	$ 20,000.00	$ 2,937.50	$ 7,400.00				$ 9,662.50
b. Other Administrative Costs	$ 10,000.00	$ 1,190.00	$ 4,196.01				$ 4,613.99
5 **Total Project Costs Lines 1-6**	**$ 11,633,632.50**	**$ 455,536.47**	**$ 46,023.38**	**$ 8,829.82**	**$ 258,858.00**	**$ 188,174.70**	**$ 10,676,210.13**

B. SOURCES OF FUNDS	APPROVED PROJECT FUNDING						
1 **PROJECT FUNDS**							
a. Capacity Improvement Fees	$ 1,170,163.00						$ 1,170,163.00
b. R&R, Operating Cash, Working Capital (Reduced to Actual)	$ 1,516,939.50	$ (455,536.47)	$ (46,023.38)	$ (8,829.82)			$ 1,006,549.83
c. EEG Grant Funds	$ 1,966,030.00						$ 1,966,030.00
Total Internal Funds & EEG Grant Funds	**$ 4,653,132.50**						**$ 4,142,742.83**
d. Bond Proceeds 2022B & 2022C	**$ 6,980,500.00**				$ (258,858.00)	$ (188,174.70)	**$ 6,533,467.30**
Total Funds Available	**$ 11,633,632.50**	**$ (455,536.47)**	**$ (46,023.38)**	**$ (8,829.82)**	**$ (258,858.00)**	**$ (188,174.70)**	**$ 10,676,210.13**

CHARLES TOWN UTILITY BOARD
GD&F ENGINEER'S REPORT
December 14, 2022

Charles Town Wastewater Treatment Plant Improvements (R&R Project)

- The Contractor (Alvarez) has continued mobilizing equipment, establishing staging areas, and temporary utilities. They worked on installing erosion and sedimentation controls, performing exploratory excavation for existing underground utilities and continued excavation for the new Centrifuge Building. Demolition of the existing Thickened Sludge Day Tank walls is complete. Several old pipes have been removed and/or capped. Demolition of the existing digester tank piping and diffusers is ongoing.
- Alvarez plans to continue exploratory excavation and demolition of the Sludge Tank and Building Foundation. They also plan to begin demolition work at the Digester Blower Building and begin excavation near the proposed Electrical Building. They plan to construct the new storm lines near the Centrifuge Building.
- GD&F RPR, Dave Gustkey, has been coordinating efforts between Alvarez and CTUB personnel. No work was performed the week of Thanksgiving and no work will be performed the week of Christmas.
- GD&F has received 42 submittals to date and several revised submittals. Most of the major equipment submittals have been reviewed and approved. Nine (9) requests for information (RFI's) have been submitted to date and three (3) are currently under review.
- The 2nd Progress Meeting was held on December 1, 2022.
- Alvarez submitted Application for Payment No. 2 in the amount of $188,174.70. This Application has been reviewed and approved by GD&F. This Application is presented in Resolution No. 002.
- See below for progress photos.

GD&F
GWIN DOBSON & FOREMAN ENGINEERS





Demolition of Existing Sludge Day Tank



Demolition of Existing Digester Piping

Charles Town
Utility Board
661 S. George Street, Suite 101 Charles Town, WV 25414
Phone: (304) 725-2316 ♦ Fax: (304) 725-7150 ♦ Web: www.ctubwv.com

MEMORANDUM TO THE BOARD OF DIRECTORS

FROM: Kristen Stolipher, Utility General Manager
SUBJECT: Utility General Manager's Report
DATE: December 14, 2022

ADMINISTRATIVE

- Customer Counts
  - Sewer 8,393 (2,068 billed by JUI)
  - Water 6,510

WATER

Lead and Copper Inventory on-going
Water CIF approved by Council, effective December 6, 2022

SEWER

- Renewal and Replacement project – see attached project update
- Collection System project – Plan review underway. RK&K to provide update to Board in January

Customer Name	Location	Lot Number	CIF Date Paid	Number of Sewer EDUs	Sewer CIF Amount Paid	Number of Water EDU's	Water CIF Amount Paid
Wormald	Beallair	134	1/11/2022	1	$ 3,207.00		
Gordon	Burr West - TeMa	20-21	1/11/2022	1.5	$ 4,810.50		
Leonard, Dave	10th Avenue	A-C	1/13/2022	2	$ 2,254.00	2	$ 5,152.00
Lennar	Norborne Glebe	304-317	1/20/2022	14	$ 44,898.00	14	$ 36,064.00
Dan Ryan	Tate Manor	30-40	1/24/2022	11	$ 12,397.00	11	$ 28,336.00
Wormald	Beallair	136	1/25/2022	1	$ 3,207.00		
Sheetz	Burr Park	13-14	1/25/2022	0.03	$ 962.10		
Wormald	Beallair	153-154	2/8/2022	2	$ 6,414.00		
Roper	418 S Charles St		2/16/2022	1	$ 1,127.00	1	$ 2,576.00
Dan Ryan	Huntfield	858-871	2/25/2022	14	$ 15,778.00	14	$ 36,064.00
Wormald	Beallair	143, 145	3/8/2022	2	$ 6,414.00		
Integrity Engineering	Sheetz-Augustine Avenue		3/14/2022	16.66	$ 66,673.32	16.66	$ 42,916.16
Dan Ryan	Tate Manor	41-46	3/11/2022	6	$ 6,762.00	6	$ 15,456.00
Lutman	Maple Ave	2-3	3/15/2022	1	$ 1,127.00	1	$ 2,576.00
Lutman	Higgs Blvd	23-28	3/15/2022	6	$ 6,762.00	6	$ 15,456.00
Lutman	Maple Ave (Apt)	2-3	3/16/2022	1	$ 1,127.00	1	$ 2,576.00
Lutman	Pacel 2 MLK Blvd		3/16/2022	2	$ 2,254.00	2	$ 5,152.00
Lennar	Norborne Glebe	1-14	3/17/2022	14	$ 44,898.00	14	$ 36,064.00
Washington Landing LLC	Washington Landing (270 Apt Units, Clubhouse, Pool		3/24/2022	129.93	$ 519,720.00		
Washington Landing LLC	Washington Landing (Building 100, Clubhouse)		3/24/2022			22.69	$ 28,042.00
Wormald	Beallair	148, 151	3/25/2022	2	$ 6,414.00		
3.4 Homes WV	115 Park Avenue		4/1/2022	3	$ 3,381.00		
Dan Ryan Builders	Huntfield	614	4/4/2022	1	$ 1,127.00	1	$ 2,576.00
DRH	Magnolia Springs	16-17, 29-31, 50-51	4/6/2022	7	$ 7,889.00	7	$ 18,032.00
Lennar	Norborne Glebe	15-31, 273-277, 280-281	4/7/2022	24	$ 76,968.00	24	$ 61,824.00
Wormald	Beallair	152	4/7/2022	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	615	4/8/2022	1	$ 2,930.00	1	$ 2,576.00
Wormald	Beallair	59, 137, 146, 147, 155	4/8/2022	5	$ 14,650.00		
Wormald	Beallair	150	4/8/2022	1	$ 2,930.00		
DRH	Magnolia Springs	1, 11-12, 15, 49, 52, 54-57, 60-64, 79-83, 90	4/13/2022			21	$ 54,096.00
Dan Ryan Builders	Huntfield	872-878, 879-882, 884-887	4/14/2022	15	$ 43,950.00	15	$ 38,640.00
Stanley Martin	Presidents Pointe	77-96	4/18/2022	20	$ 91,100.00		
Washington Landing LLC	Washington Landing (Building 200, 300)		4/21/2022			23.03	$ 59,328.00
DRH	Magnolia Springs	53	4/25/2022	1	$ 2,930.00	1	$ 2,576.00
DRH	Magnolia Springs	1, 11-12, 15, 49, 52, 54-57, 60-64, 79-83, 90	4/25/2022	21	$ 61,530.00		
DRH	Magnolia Springs	16-17, 29-31, 50-51	4/25/2022	7	$ 12,621.00		
Roper	406 S Charles St, 418 S Lawrence St, 423 S Lawrence St		4/26/2022	3	$ 8,790.00	3	$ 7,728.00
Lennar	Norborne Glebe	269-272, 282-285	4/28/2022	8	$ 23,440.00	8	$ 20,608.00
Dan Ryan	Tate Manor	47-52, 59-63	4/28/2020	11	$ 32,230.00	11	$ 28,336.00
Wormald	Beallair	156	5/13/2022	1	$ 2,930.00		
DRH	Magnolia Springs	13	5/16/2022	1	$ 2,930.00	1	$ 2,576.00
DRH	Magnolia Springs	14, 59	5/23/2022	2	$ 5,860.00	2	$ 5,152.00
DHR	Magnolia Springs	58, 65, 76-78, 85, 172-174, 177-178	5/26/2022	11	$ 32,230.00	11	$ 28,336.00
Dan Ryan Builders	Huntfield	623	6/6/2022	1	$ 2,930.00	1	$ 2,576.00
Dan Ryan Builders	Huntfield	622	6/8/2022	1	$ 2,930.00	1	$ 2,576.00
F&A Builders	307 E. 11th Avenue		6/10/2022	1	$ 2,930.00	1	$ 2,576.00
Pearson Smith Realty	Lot Adjacent 704 N Reymann St		6/10/2022	1	$ 2,930.00	1	$ 2,576.00
Lennar	Norborne Glebe	289-298	6/13/2022	10	$ 29,300.00	10	$ 25,760.00
DRH	Magnolia Springs	171, 176, 178	6/16/2022	3	$ 8,790.00	3	$ 7,728.00
Wormald	Beallair	58	6/22/2022	1	$ 2,930.00		
DHR	Magnolia Springs	87, 170	6/27/2022	2	$ 5,860.00	2	$ 5,152.00
Wormald	Beallair	158, 159	6/29/2022	2	$ 5,860.00		
Lennar	Norborne Glebe	286-288, 299-303	6/30/2022	8	$ 23,440.00	8	$ 20,608.00
Gordon	Burr West Business Park	6	7/1/2022	0.04	$ 1,282.80		
Wormald	Beallair	135	7/8/2022	1	$ 2,930.00		
Dan Ryan Builders	Aspen Greens	76	7/14/2022	1	$ 2,930.00		
Salgato	Eagle Drive	12	7/22/2022	1	$ 2,930.00	1	$ 2,576.00
DRH	Magnolia Springs	84, 86, 88, 89, 175, 180-183, 185, 186	8/3/2022	11	$ 32,230.00	11	$ 28,336.00
DRH	Magnolia Springs	184,187	8/18/2022	1	$ 2,930.00	1	$ 2,576.00
Pinnacle Construction	Washington Landing (Building 400, 500, 600)		8/22/2022			35.5	$ 91,464.00
Wormald	Beallair	60, 129	8/30/2022	2	$ 5,860.00		
Lennar	Shenandoah Springs	7-10, 25-27	9/1/2022	7	$ 20,510.00		
Dan Ryan Builders	Aspen Greens	49, 82	9/7/2022	2	$ 5,860.00		
Wormald	Beallair	273	9/9/2022	1	$ 2,930.00		
Wormald	Beallair	304	9/13/2022	1	$ 2,930.00		
Dyer	W. Burr Park	29	9/14/2022	0.4	$ 1,172.00		
Stanley Martin	Presidents Pointe	127-134	9/16/2022	8	$ 36,440.00		
Wormald	Beallair	203	9/16/2022	1	$ 2,930.00		
Lennar	Shenandoah Springs (Ranson Portion of CIF)	7-10, 25-27	9/22/2022		$ 11,375.00		
Salgato	219 N. Mildred - 2 Addt Units		9/26/2022	2	$ 5,860.00	2	$ 5,152.00
Wormald	Beallair	213	10/11/2022	1	$ 2,930.00		
3:4 Homes	115 Park Avenue		10/11/2022			1	$ 2,576.00
Lennar	Norborne Glebe	247-252, 260-268	10/14/2022	15	$ 43,950.00	15	$ 38,640.00
Lennar	Shenandoah Springs	11-24	10/14/2022	14	$ 63,770.00		
Lennar	Norborne Glebe	T001-T014, T075-T082	10/20/2022	22	$ 64,460.00	22	$ 56,672.00
McGee Construction	Burr West	30	11/2/2022	0.4	$ 1,172.00		
Dan Ryan Builders	Aspen Greens	47, 73, 77, 78, 79, 84, 85	11/4/2022	7	$ 20,510.00		
Wormald	Beallair	217	11/18/2022	1	$ 2,930.00		
			Total	**501.96**	$ 1,619,273.72	**355.88**	$ 886,358.16

Charles Town Utility Board
2022 Capacity Improvement Fee Collections/EDU for Sewer

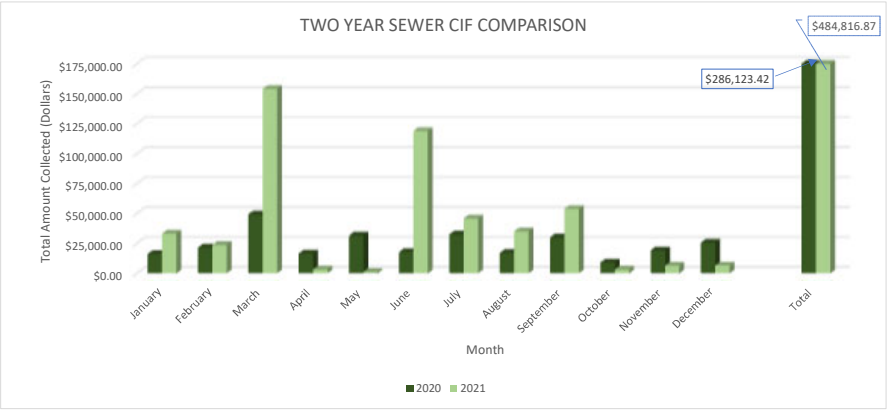
Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-22	1.53	29	30.53	$ 71,735.60		$ 71,735.60
Feb-22		17	17	$ 23,319.00		$ 23,319.00
Mar-22	146.59	34	180.59	$ 662,151.32		$ 662,151.32
Apr-22		129	129	$ 389,396.00	$ 32,500.00	$ 356,896.00
May-22		15	15	$ 43,950.00		$ 43,950.00
Jun-22		30	30	$ 87,900.00		$ 87,900.00
Jul-22	0.04	3	3.04	$ 10,072.80		$ 10,072.80
Aug-22		14	14	$ 41,020.00		$ 41,020.00
Sep-22	0.4	22	22.4	$ 90,007.00	$ 24,375.00	$ 65,632.00
Oct-22		52	52	$ 175,110.00	$ 22,750.00	$ 152,360.00
Nov-22		0	8.4	$ 24,612.00		$ 24,612.00
Dec-22			0			$ -
Total 2022	**148.56**	**309.4**	**501.96**	**$ 1,619,273.72**	**$ 79,625.00**	**$ 1,539,648.72**

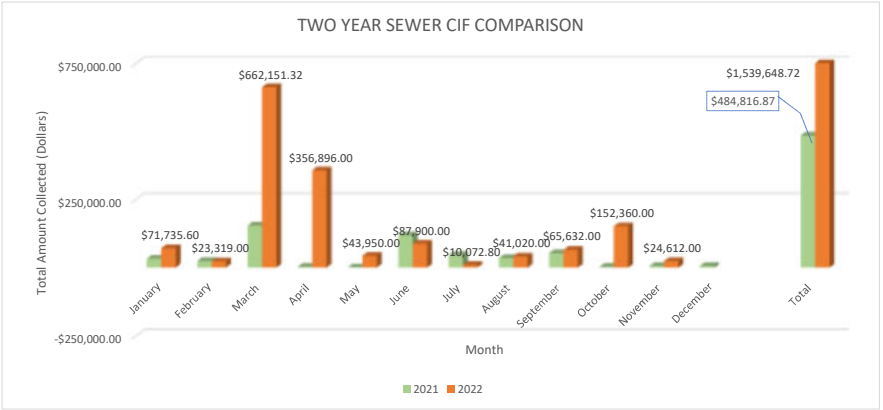
Charles Town Utility Board
2022 Capacity Improvement Fee Collections/EDU for Water

Month	Commercial	Residential	Total Number of EDU's	Total Water CIF
Jan-22		27	27	$ 69,552.00
Feb-22		15	15	$ 38,640.00
Mar-22	39.35	30	69.35	$ 148,238.16
Apr-22	23.03	92	115.03	$ 296,320.00
May-22		14	14	$ 36,064.00
Jun-22		27	27	$ 69,552.00
Jul-22		1	1	$ 2,576.00
Aug-22	36	12	47.5	$ 122,376.00
Sep-22		2	2	$ 5,152.00
Oct-22		38	38	$ 97,888.00
Nov-22			0	
Dec-22			0	
Total 2021	**97.88**	**220**	**355.88**	**$ 886,358.16**

Charles Town Utility Board 2021 Capacity Improvement Fee Collections/EDU for Sewer						
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Sewer CIF Collected**	**CIF Paid to Ranson**	**Total**
Jan-21		22	22	$ 33,114.00		$ 33,114.00
Feb-21		21	21	$ 33,417.00	$ 9,750.00	$ 23,667.00
Mar-21		32	136.7	$ 154,023.33		$ 154,023.33
Apr-21		1	1	$ 3,207.00		$ 3,207.00
May-21		1	1	$ 1,127.00		$ 1,127.00
Jun-21	36	3	39	$ 118,833.00		$ 118,833.00
Jul-21		37	37	$ 45,859.00		$ 45,859.00
Aug-21	9.22	3	12.22	$ 35,029.54		$ 35,029.54
Sep-21		44	44	$ 53,748.00		$ 53,748.00
Oct-21		1	1	$ 3,207.00		$ 3,207.00
Nov-21		2	2	$ 6,414.00		$ 6,414.00
Dec-21		4	4	$ 6,588.00		$ 6,588.00
Total 2021	**45.22**	**124**	**320.92**	**$494,566.87**	**$9,750.00**	**$484,816.87**

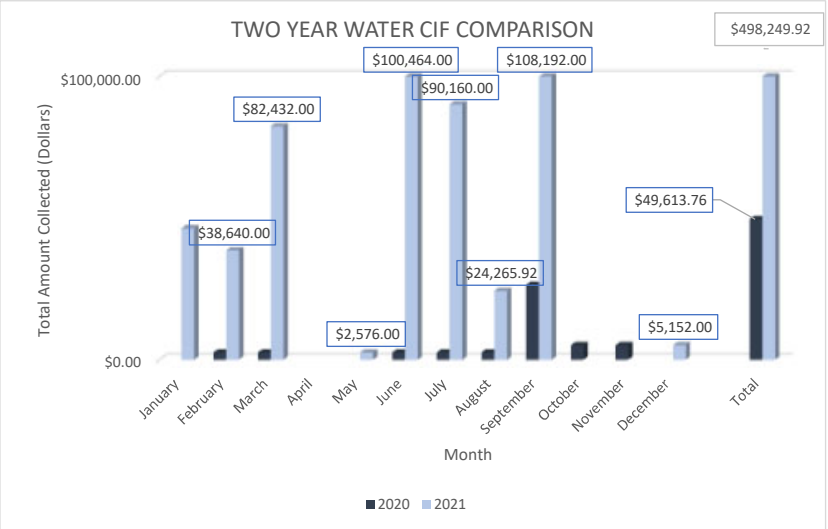
Charles Town Utility Board 2022 Capacity Improvement Fee Collections/EDU for Sewer						
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Sewer CIF Collected**	**CIF Paid to Ranson**	**Total**
Jan-22	1.53	29.03	30.56	$ 71,735.60		$ 71,735.60
Feb-22		17	17	$ 23,319.00		$ 23,319.00
Mar-22	146.59	34	180.59	$ 662,151.32		$ 662,151.32
Apr-22		129	129	$ 389,396.00	$ 32,500.00	$ 356,896.00
May-22		15	15	$ 43,950.00		$ 43,950.00
Jun-22		30	30	$ 87,900.00		$ 87,900.00
Jul-22	0.04	3	3.04	$ 10,072.80		$ 10,072.80
Aug-22		14	14	$ 41,020.00		$ 41,020.00
Sep-22	0.4	22	22.4	$ 90,007.00	$ 24,375.00	$ 65,632.00
Oct-22		52	52	$ 175,110.00	$ 22,750.00	$ 152,360.00
Nov-22		0	8.4	$ 24,612.00		$ 24,612.00
Dec-22						
Total 2022	**1.97**	**275**	**501.99**	**$1,619,273.72**	**$79,625.00**	**$1,539,648.72**

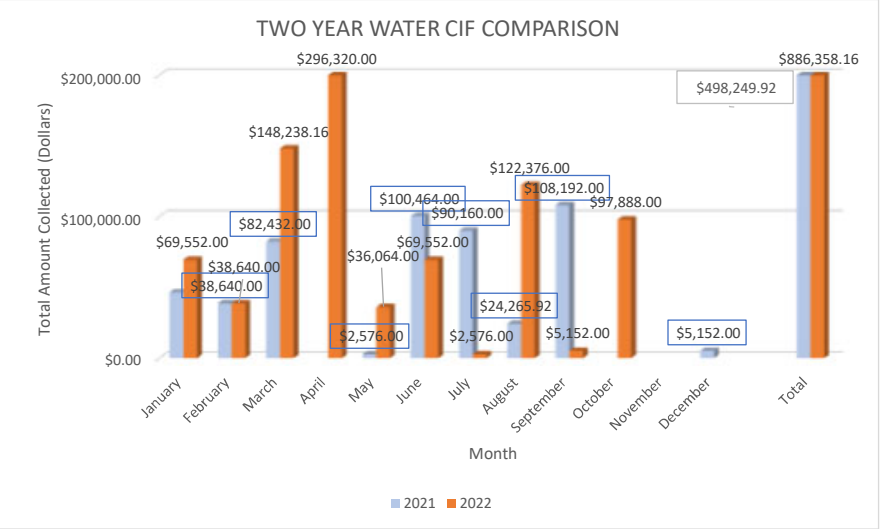




Charles Town Utility Board 2021 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-21		18	18	$ 46,368.00
Feb-21		15	15	$ 38,640.00
Mar-21		32	32	$ 82,432.00
Apr-21				
May-21		1	1	$ 2,576.00
Jun-21	36	3	39	$ 100,464.00
Jul-21		35	35	$ 90,160.00
Aug-21	7.42	2	9.42	$ 24,265.92
Sep-21		42	42	$ 108,192.00
Oct-21				
Nov-21				
Dec-21		2	2	$ 5,152.00
Total 2021	**43.42**	**108**	**193.42**	**$ 498,249.92**

Charles Town Utility Board 2022 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-22		27	27	$ 69,552.00
Feb-22		15	15	$ 38,640.00
Mar-22	39.35	30	69.35	$ 148,238.16
Apr-22	23.03	92	115.03	$ 296,320.00
May-22		14	14	$ 36,064.00
Jun-22		27	27	$ 69,552.00
Jul-22		1	1	$ 2,576.00
Aug-22	36	12	47.5	$ 122,376.00
Sep-22		2	2	$ 5,152.00
Oct-22		38	38	$ 97,888.00
Nov-22				
Dec-22				
Total 2022	**97.88**	**220**	**355.88**	**$ 886,358.16**





CHARLES TOWN UTILITY BOARD
WASTEWATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	Total Available (EDU's)
2015	1.75	384	1.05	0.7	700,000	4,667
2016	1.75	419	1.14	0.61	610,000	4,067
2017	1.75	393	1.08	0.67	670,000	4,467
2018	1.75	491	1.34	0.41	410,000	2,733
2019	1.75	459	1.26	0.49	490,000	3,267
2020	1.75	419.7	1.15	0.60	603,333	4,022
2021	1.75	401.61	1.11	0.64	637,500	4,250
2022	1.75	351.77	1.06	0.69	694,545	4,630

TUSCAWILLA WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	Total Available (EDU's)
2015	0.5	48	0.13	0.37	370,000	2,467
2016	0.5	49	0.13	0.37	370,000	2,467
2017	0.5	48	0.14	0.36	360,000	2,400
2018	0.5	78	0.21	0.29	290,000	1,933
2019	0.5	55.24	0.15	0.35	350,000	2,333
2020	0.5	1.09	0.16	0.34	340,000	2,267
2021	0.5	32.55	0.10	0.40	400,833	2,672
2022	0.5	56.07	0.17	0.33	332,727	2,218

Total EDU's available between CT and Tuscawilla	
2015	7,133
2016	6,533
2017	6,867
2018	4,667
2019	5,600
2020	6,289
2021	6,922
2022	6,848

2020		
	Total	AVERAGE
JANUARY	39.05	1.26
FEBRUARY	36.74	1.27
MARCH	36.76	1.19
APRIL	33.32	1.11
MAY	35.50	1.15
JUNE	33.44	1.11
JULY	34.45	1.11
AUGUST	32.65	1.05
SEPTEMBER	32.43	1.08
OCTOBER	33.91	1.09
NOVEMBER	33.49	1.12
DECEMBER	37.96	1.22
Annual Total	419.7	1.15

2021		
	Total	AVERAGE
JANUARY	35.83	1.22
FEBRUARY	32.98	1.18
MARCH	36.39	1.17
APRIL	34.33	1.18
MAY	33.24	1.07
JUNE	36.24	1.21
JULY	30.99	1.00
AUGUST	29.94	0.97
SEPTEMBER	36.36	1.17
OCTOBER	29.97	0.97
NOVEMBER	30.12	1.00
DECEMBER	35.22	1.21
Annual Total	401.61	1.11

2022		
	Total	AVERAGE
JANUARY	37.25	1.20
FEBRUARY	33.8	1.21
MARCH	33.28	1.07
APRIL	32.98	1.1
MAY	35.86	1.16
JUNE	29.9	1.00
JULY	29.78	0.96
AUGUST	30.19	1.01
SEPTEMBER	29.62	0.96
OCTOBER	29.02	0.94
NOVEMBER	30.09	1.00
DECEMBER		
Annual Total	351.77	1.06

2020		
	Total	AVERAGE
JANUARY		
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST	1.09	0.16
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	1.09	0.16

2021		
	Total	AVERAGE
JANUARY	0.52	0.07
FEBRUARY	2.22	0.08
MARCH	4.22	0.14
APRIL	1.12	0.04
MAY	0.89	0.03
JUNE	3.37	0.11
JULY	3.9	0.13
AUGUST	3.6	0.12
SEPTEMBER	4.53	0.15
OCTOBER	3.94	0.13
NOVEMBER	3.73	0.12
DECEMBER	0.51	0.07
Annual Total	32.55	0.10

2022		
	Total	AVERAGE
JANUARY	0	0
FEBRUARY	0	0
MARCH	4.34	0.14
APRIL	4.68	0.16
MAY	6.03	0.19
JUNE	6.21	0.21
JULY	6.48	0.21
AUGUST	7.01	0.23
SEPTEMBER	7.11	0.24
OCTOBER	7.27	0.23
NOVEMBER	6.94	0.23
DECEMBER		
Annual Total	56.07	0.17

CHARLES TOWN UTILITY BOARD
WATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	Total Available (EDU's)
2019	2.8	644.32	1.77	1.03498	1,034,980	6,900
2020	2.8	615.64	1.68	1.12	1,117,946	7,453
2021	2.8	601.87	1.64	1.16	1,164,627	7,764
2022	2.8	538.78	1.60	1.20	1,199,478	7,997

2020		
	Total	AVERAGE
JANUARY	53,689,445	1,731,918
FEBRUARY	49,700,448	1,713,809
MARCH	51,009,216	1,645,459
APRIL	46,966,864	1,565,562
MAY	50,753,036	1,637,195
JUNE	52,587,142	1,752,905
JULY	54,394,477	1,754,661
AUGUST	54,972,785	1,773,316
SEPTEMBER	50,996,141	1,699,871
OCTOBER	51,222,251	1,652,331
NOVEMBER	49,014,344	1,633,811
DECEMBER	50,338,278	1,623,815
Annual Total	615,644,427	1,682,054

2021		
	Total	AVERAGE
JANUARY	50,030,727	1,613,894
FEBRUARY	45,304,029	1,618,001
MARCH	50,881,983	1,641,354
APRIL	49,098,224	1,636,607
MAY	53,910,537	1,739,050
JUNE	53,051,728	1,711,346
JULY	53,198,248	1,716,073
AUGUST	54,959,872	1,772,899
SEPTEMBER	49,200,580	1,587,115
OCTOBER	49,336,781	1,591,509
NOVEMBER	45,777,260	1,476,686
DECEMBER	47,118,143	1,519,940
Annual Total	601,868,112	1,635,373

2022		
	Total	AVERAGE
JANUARY	47,918,736	1,545,766
FEBRUARY	43,703,896	1,580,853
MARCH	48,063,482	1,550,435
APRIL	47,294,978	1,525,644
MAY	49,834,352	1,607,560
JUNE	49,111,936	1,584,256
JULY	51,919,787	1,674,832
AUGUST	51,872,384	1,673,303
SEPTEMBER	50,844,952	1,694,832
OCTOBER	50,572,280	1,631,364
NOVEMBER	47,643,899	1,536,900
DECEMBER		
Annual Total	538,780,682	1,600,522

GLEN HAVEN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	
2020	0.0216	1.04	0.01	0.01	13,120	
2021	0.0216	3.06	0.01	0.01	13,213	-
2022	0.0216	2.56	0.01	0.01	14,077	-

2020		
	Total	AVERAGE
JANUARY		
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER	283,900	9,158
OCTOBER	265,000	8,548
NOVEMBER	250,800	8,360
DECEMBER	243,500	7,855
Annual Total	1,043,200	8,480

2021		
	Total	AVERAGE
JANUARY	242,200	7,813
FEBRUARY	203,500	7,268
MARCH	241,800	8,636
APRIL	262,300	8,743
MAY	289,700	9,345
JUNE	276,500	8,919
JULY	302,900	9,771
AUGUST	302,900	9,771
SEPTEMBER	227,800	7,348
OCTOBER	285,100	9,197
NOVEMBER	227,200	7,329
DECEMBER	201,500	6,500
Annual Total	3,063,400	8,387

2022		
	Total	AVERAGE
JANUARY	204,300	6,590
FEBRUARY	178,600	5,761
MARCH	191,200	6,168
APRIL	222,000	7,161
MAY	237,300	7,655
JUNE	286,600	9,245
JULY	301,600	9,729
AUGUST	262,800	8,477
SEPTEMBER	221,600	7,387
OCTOBER	236,700	7,635
NOVEMBER	215,200	6,942
DECEMBER		
Annual Total	2,557,900	7,523

CAVALAND WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	
2020	0.036	0.59	0.00	0.03	31,210	
2021	0.036	1.91	0.01	0.03	30,766	
2022	0.036	1.62	0.00	0.03	31,240	

2020		
	Total	AVERAGE
JANUARY		
FEBRUARY		
MARCH		
APRIL		
MAY		
JUNE		
JULY		
AUGUST		
SEPTEMBER	141,900	4,577
OCTOBER	140,300	4,526
NOVEMBER	151,500	5,050
DECEMBER	155,200	5,006
Annual Total	588,900	4,790

2021		
	Total	AVERAGE
JANUARY	150,900	4,868
FEBRUARY	132,900	4,746
MARCH	145,800	5,207
APRIL	152,900	5,097
MAY	177,900	5,739
JUNE	159,000	5,129
JULY	169,600	5,471
AUGUST	177,300	5,719
SEPTEMBER	175,600	5,665
OCTOBER	176,000	5,677
NOVEMBER	151,200	4,877
DECEMBER	143,000	4,613
Annual Total	1,912,100	5,234

2022		
	Total	AVERAGE
JANUARY	150,100	4,842
FEBRUARY	127,200	4,103
MARCH	130,300	4,203
APRIL	141,600	4,568
MAY	145,000	4,677
JUNE	155,500	5,016
JULY	173,500	5,597
AUGUST	167,200	5,394
SEPTEMBER	138,500	4,617
OCTOBER	144,300	4,655
NOVEMBER	145,300	4,687
DECEMBER		
Annual Total	1,618,500	4,760

Charles Town Water Department
Revenue & Expense Summary
10/31/2022

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,650,000	Metered Sales - Residential	883,333	891,562	8,228
1,340,000	Metered Sales - Commercial	446,667	448,381	1,714
105,000	Metered Sales - Glen Haven/Cavaland	35,000	33,984	(1,016)
20,000	Sale for Resale - Bulk Water	6,667	10,408	3,742
80,000	Forfieted Discounts	26,667	27,663	996
30,000	Misc. Service Rev - Reconnection / Tap Fees	10,000	8,025	(1,975)
525,000	Tank Lot Rental Income	175,000	240,136	65,136
8,000	Interest Income	2,667	3,530	863
2,000	Sinking Fund Income	667	2,061	1,394
85,000	Miscellaneous Income	28,333	7,595	(20,739)
0	Grant Revenue - OEHS SWAP EWM	-	11,080	11,080
0	CIF & CAC Revenue	-	230,568	230,568
0	Checking Acct @ 6/30/22	-	635,062	635,062
4,845,000	**TOTAL REVENUES**	1,615,000	2,550,056	935,056
	EXPENSES			
15,000	Supplies & Expense	5,000	9,606	4,606
20,000	Maint of Water Source	6,667	1,480	(5,187)
350,000	Operation Labor - WTP	116,667	122,405	5,738
125,000	Power & Fuel - WTP	41,667	46,668	5,001
6,000	Power & Fuel - WTP GH/CAV	2,000	1,258	(742)
130,000	Chemicals	43,333	64,914	21,581
40,000	Testing	13,333	13,126	(207)
20,000	Supplies & Expense - WTP	6,667	13,005	6,338
10,000	Supplies & Expense - GH/CAV	3,333	1,291	(2,042)
100,000	Maint of Water Treatment Plant	33,333	19,575	(13,758)
10,000	Maint of Water Plant - GH/CAV	3,333	-	(3,333)
446,000	Maintenance Labor	148,667	146,225	(2,442)
20,000	Supplies & Expense - Maint	6,667	6,344	(322)
100,000	Maint Dist Reservior & Standpipes	33,333	11,365	(21,968)
150,000	Maint of Mains	50,000	14,473	(35,527)
200,000	Maint of Services	66,667	32,904	(33,763)
175,000	Maint of Meters	58,333	35,623	(22,711)
20,000	Maint of Hydrants	6,667	2,844	(3,823)
162,000	Accounting & Collecting Labor	54,000	58,088	4,088
20,000	Supplies & Expense - Acct & Collect	6,667	4,648	(2,018)
15,000	Bad Debt Expense	5,000	(605)	(5,605)
125,000	Admin & General Salaries	41,667	39,469	(2,198)
187,000	Employee Insurance & Benefits	62,333	55,437	(6,896)
97,000	Employee Pension Expense	32,333	29,731	(2,602)
83,000	Payroll Taxes - FICA Tax Expense	27,667	28,248	581
10,000	OPEB (other post empl benefits)	3,333	3,843	509
15,000	Employee 457 Expense	5,000	5,644	644

Charles Town Water Department
Revenue & Expense Summary
10/31/2022

114,000	Office Supplies & Other Expense	38,000	32,712	(5,288)
15,000	Maintenance of General Property	5,000	5,795	795
45,000	Contractual Services - Engineering	15,000	10,559	(4,441)
20,000	Contractual Services - Accounting	6,667	3,800	(2,867)
15,000	Contractual Services - Legal	5,000	6,437	1,437
85,000	Contractual Services - Other	28,333	21,784	(6,549)
55,000	Transportation Expense	18,333	26,500	8,167
80,000	Property Insurance	26,667	36,559	9,892
35,000	Injuries & Damages	11,667	13,605	1,938
20,000	Regulatory Commission Expense	6,667	2,349	(4,317)
6,000	Bond Administration Fees	2,000	985	(1,015)
10,000	Misc General Expense	3,333	1,159	(2,175)
1,165,000	Depreciation Expense	388,333	388,333	(0)
445,000	Interest on Long Term debt	148,333	129,719	(18,614)
78,000	Amortization of Debt Discount & Exp	26,000	26,000	-
4,839,000	**TOTAL EXPENSES**	1,613,000	1,473,906	(139,094)

6,000	Excess (Deficit)	2,000	1,076,150	
	Reconciliation to Cash:			
	Cash Balance @ 6/30/22		635,062	
	Disbursements To Date		(1,788,130)	
	Expenses		1,473,906	
	Deposits To Date		1,936,999	
	Revenues		(2,550,056)	
	CASH BALANCE @ 10/31/2022		783,931	
			783,931	Water Operating
			0	
	Water Capacity Improvement Fees		2,911,687	
	Water Renewal & Replacement		797,619	
	Water Working Capital Fund		383,560	

Charles Town Sewer Department
Revenue & Expense Summary
10/31/2022

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,400,000	CTUB Service Revenue	800,000	811,474	11,474
1,440,000	Sewer Service Revenue - Ranson	480,000	473,761	(6,239)
2,485,000	Sewer Service Revenue - JCPSD	828,333	851,611	23,277
40,000	Customer Forfieted Discounts	13,333	13,093	(241)
25,000	Customer Forfieted Discounts- RA	8,333	8,322	(12)
40,000	Customer Forfieted Discounts- PSD	13,333	13,957	624
40,000	Misc. Sewer Revenues	13,333	4,729	(8,605)
0	CIF & CAC Revenues	-	269,761	269,761
8,000	Interest Income	2,667	4,962	2,296
2,000	Sinking Fund Income	667	1,526	860
0	Checking Acct @ 6/30/22	-	2,351,976	2,351,976
6,480,000	**TOTAL REVENUES**	2,160,000	4,805,171	2,645,171
	EXPENSES			
20,000	CS - Supplies & Expense	6,667	684	(5,982)
50,000	CS - Maint of Service Connections	16,667	4,599	(12,067)
250,000	CS - Maint of Collecting & Trans. Mains	83,333	105,397	22,064
370,000	PS - Operation Labor	123,333	106,559	(16,775)
135,000	PS - Power & Fuel	45,000	37,771	(7,229)
25,000	PS - Supplies & Expense	8,333	5,479	(2,854)
250,000	PS - Maint of Pump Stations	83,333	50,027	(33,306)
244,000	T&D - Operation Labor	81,333	98,734	17,401
130,000	T&D - Power - CT Plant	43,333	40,269	(3,065)
80,000	T&D - Power - TUI	26,667	24,483	(2,184)
10,000	T&D - Power - Deerfield	3,333	2,082	(1,252)
155,000	T&D - Chemical Expense - CT	51,667	45,292	(6,375)
20,000	T&D - Chemical Expense - TUI	6,667	3,488	(3,178)
35,000	T&D - Testing - CT	11,667	11,704	37
7,000	T&D - Testing - TUI	2,333	5,787	3,454
102,000	T&D - Supplies & Expense	34,000	46,458	12,458
120,000	T&D - Maint. Burns Farm	40,000	29,893	(10,107)
200,000	T&D - Maint. Treatment Plant - CT	66,667	31,205	(35,462)
90,000	T&D - Maint. Treatment Plant - TUI	30,000	13,447	(16,553)
15,000	T&D - Maint. Treatment Plant - Deerfield	5,000	1,024	(3,976)
212,000	CA - Billing, Collecting & Accounting Lab	70,667	74,481	3,815
150,000	CA - Billing Fees Expense	50,000	29,992	(20,008)
15,000	CA - Bad Debt Expense	5,000	5,392	392
188,000	G&A Admin. & General Salaries	62,667	72,387	9,721
170,000	Employee Insurance & Benefits	56,667	56,246	(420)
92,000	Employee Pension Expense	30,667	29,145	(1,521)
78,000	Payroll Taxes - FICA Tax Expense	26,000	26,955	955
8,000	OPEB (other post empl. benefits)	2,667	3,997	1,331
14,000	Employee 457 Expense	4,667	5,264	597
135,000	Office Supplies & Expense	45,000	36,611	(8,389)

Charles Town Sewer Department
Revenue & Expense Summary
10/31/2022

35,000	Maint. of General Property	11,667	2,550	(9,117)
60,000	Contractual Services - Engineering	20,000	8,056	(11,944)
32,000	Contractual Services - Accounting	10,667	11,250	583
170,000	Contractual Services - Legal	56,667	89,285	32,618
83,000	Contractual Services - Other	27,667	5,518	(22,149)
65,000	Transportation Expense	21,667	27,468	5,801
110,000	Insurance	36,667	36,559	(108)
32,000	Worker's Comp	10,667	12,558	1,892
30,000	Regulatory Commission Expense	10,000	1,158	(8,842)
65,000	Bond Administration Fees	21,667	12,319	(9,347)
10,000	Misc. General Expense	3,333	1,745	(1,589)
1,985,000	Depreciation Expense	661,667	661,667	0
325,000	Interest on Long Term Debt	108,333	6,052	(102,281)
57,000	Amort. Of Debt Discount & Expense	19,000	19,000	-
0	Bond Issuance Costs	-	198,767	198,767
6,429,000	**TOTAL EXPENSES**	2,143,000	2,098,803	(242,964)
51,000	**Excess (Deficit)**	17,000	2,706,368	
	Reconciliation to Cash:			
	Cash Balance @ 6/30/22		2,351,976	
	Disbursements To Date		(2,108,437)	
	Expenses		2,098,803	
	Deposits To Date		2,189,918	
	Revenues		(4,805,171)	
	CASH BALANCE 10/31/2022		2,433,458	
			2,433,458	Sewer Operating
			(0)	
	Sewer Capacity Improvement Fees		4,062,490	
	Sewer Renewal & Replacement		758,746	
	Sewer Working Capital Fund		705,819	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
WV WATER DEVELOPMENT AUTHORITY	#2017-175 INFRSTRCTR FNDPR	SEWER FUND	NON-DEPARTMENTAL	691.01
			TOTAL:	691.01
WV ASSOC OF COUNTIES GROUP SELF-INSURA	QUARTERLY	WATER FUND	WATER	18,249.50
	QUARTERLY	SEWER FUND	SEWER	18,249.50
			TOTAL:	36,499.00

FUND TOTALS		
50	WATER FUND	127,077.67
60	SEWER FUND	335,986.48
	GRAND TOTAL:	463,064.15

TOTAL PAGES: 6

APPROVED BY: _____

APPROVED BY: _____

Note:

Highlighted invoices are for the R&R Project

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	292.17
CORPORATION OF RANSON	NOV UT COLLECTIONS	WATER FUND	NON-DEPARTMENTAL	2,809.11
			TOTAL:	2,809.11
ROSS H BARE	SVC CALL: TWWTP CHLORINE P	SEWER FUND	SEWER	330.00
	SVC CLL CTWWTP FOR BLOWERS	SEWER FUND	SEWER	720.00
	SVC FOR BLOWER #4	SEWER FUND	SEWER	9,250.00
			TOTAL:	10,300.00
SG PLUMBING, INC.	FRSTFREEBURIALHYDRANT @ PL	SEWER FUND	SEWER	869.18
			TOTAL:	869.18
SHENANDOAH SALES & SERVICE, INC.	SEWER VEHICLE REPAIR	SEWER FUND	SEWER	952.73
	SEWER VEHICLE REPAIR	SEWER FUND	SEWER	2,185.32
	SEWER VEHICLE REPAIR	SEWER FUND	SEWER	224.93
	SEWER VEHICLE REPAIR	SEWER FUND	SEWER	460.96
	SEWER VEHICLE REPAIR	SEWER FUND	SEWER	461.44
	SEWER VEHICLE REPAIR	SEWER FUND	SEWER	258.92
			TOTAL:	4,544.30
LAW OFFICES OF HOY SHINGLETON, L.C.	GENERAL 11/4 - 11/16/22	WATER FUND	WATER	816.00
	GENERAL 11/4 - 11/16/22	SEWER FUND	SEWER	442.00
	WVAW 11/3/22	SEWER FUND	SEWER	170.00
			TOTAL:	1,428.00
SUPERIOR AUTO BODY, LLC	WATER VEHICLE REPAIR	WATER FUND	WATER	2,278.75
			TOTAL:	2,278.75
GERALD TAYLOR CO., INC.	PUMP / TRANSPORT	WATER FUND	WATER	573.10
	PUMP / TRANSPORT	WATER FUND	WATER	852.99
	PUMP / TRANSPORT	WATER FUND	WATER	310.54
	PUMP / TRANSPORT	WATER FUND	WATER	410.50
	TRANSPORT	SEWER FUND	SEWER	997.92
			TOTAL:	3,145.05
THE CI THORNBURG CO, INC.	5/8" X 3/4" SRII TRPL	WATER FUND	WATER	1,431.00
	CHLORINE	WATER FUND	WATER	2,301.00
	RUBBER METER GASKET	WATER FUND	WATER	119.52
	5/8" X 3/4" IPERL TRPL	WATER FUND	WATER	1,412.80
			TOTAL:	5,264.32
US POSTAL SERVICE	ANNUAL PO BOX SVC FEE	WATER FUND	WATER	106.00
	ANNUAL PO BOX SVC FEE	SEWER FUND	SEWER	106.00
			TOTAL:	212.00
USA BLUEBOOK	PIPE MARKER	WATER FUND	WATER	70.11
	NON-MARRING MALLET	WATER FUND	WATER	48.95
	GDP 50PSI FLEX-PRO PUMP	WATER FUND	WATER	5,516.20
	BLOW HAMMER, TRANSFER SHOV	WATER FUND	WATER	841.32
	GLOVES, GLASSES, TPROBE, C	SEWER FUND	SEWER	1,255.00
	GLOVES, GLASSES, TPROBE, C	SEWER FUND	SEWER	1,255.00
			TOTAL:	8,986.58
WIRELESS NETWORKS GROUP, INC.	MISC SVCS, NOV	WATER FUND	WATER	900.00
			TOTAL:	900.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
IRON MOUNTAIN, INC	SHREDDING, STORAGE	WATER FUND	WATER		410.17
	SHREDDING, STORAGE	SEWER FUND	SEWER		410.16
				TOTAL:	820.33
JAMES SHERMAN NEWCOMB	FBRCT ENDONPOLE: CAMERA TR	SEWER FUND	SEWER		30.00
				TOTAL:	30.00
KM ELECTRICAL SOLUTIONS LLC	SVCS @ TWWTP	SEWER FUND	SEWER		5,300.00
				TOTAL:	5,300.00
MCKINNEY'S AUTO REPAIR	SEWER VEHICLE INSPECTION	SEWER FUND	SEWER		14.00
	SEWER VEHICLE REPAIR	SEWER FUND	SEWER		512.43
				TOTAL:	526.43
METLIFE, INC	NOV2022 SHORTAGE	WATER FUND	WATER		51.85
	AD&D PAYABLE	WATER FUND	WATER		9.08
	LIFE PAYABLE	WATER FUND	WATER		43.96
	LTD PAYABLE	WATER FUND	WATER		311.47
	STD PAYABLE	WATER FUND	WATER		324.60
	AD&D PAYABLE	SEWER FUND	SEWER		9.52
	LIFE PAYABLE	SEWER FUND	SEWER		46.04
	LTD PAYABLE	SEWER FUND	SEWER		318.67
	STD PAYABLE	SEWER FUND	SEWER		332.61
				TOTAL:	1,447.80
MICRO-TECH DESIGNS, INC.	TUSC WAQLTY SGNL SVC	SEWER FUND	SEWER		1,821.00
				TOTAL:	1,821.00
MISS UTILITY OF WV, INC.	MESSAGE FEES: NOV	WATER FUND	WATER		361.20
				TOTAL:	361.20
THOMAS NALLS	NOV TANK LOT RENT	WATER FUND	NON-DEPARTMENTAL		3,787.18
				TOTAL:	3,787.18
LOGICAL CONCEPTS, INC	BRRN,FLWNGSPGS,GRNFLDS,BRR	SEWER FUND	SEWER		545.00
	GRNFLDN4-6, LTTLDMRY	SEWER FUND	SEWER		22.88
	BLVDR, CRGHLL	SEWER FUND	SEWER		29.17
				TOTAL:	597.05
PACE ANALYTICAL SERVICES, LLC	TESTING: WV3301905	WATER FUND	WATER		722.19
	TESTING: CAV QRTLY	WATER FUND	WATER		35.84
	TESTING: WV3301905	WATER FUND	WATER		874.23
	TESTING: DALB QRTLY	SEWER FUND	SEWER		22.81
	TESTING: RCKWL MNTHLY	SEWER FUND	SEWER		251.95
	TESTING: TUSC WKLY	SEWER FUND	SEWER		108.60
	TESTING: CT WKLY	SEWER FUND	SEWER		192.22
	TESTING: CT WKLY	SEWER FUND	SEWER		192.22
	TESTING: TUSC WKLY	SEWER FUND	SEWER		108.60
	TESTING: TUSC WKLY	SEWER FUND	SEWER		108.60
	TESTING: CT WKLY	SEWER FUND	SEWER		192.22
				TOTAL:	2,809.48
PETTY CASH @ 661 S GEORGE ST	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		91.82
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		5.45
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		128.90
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		66.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
DEERFIELD VILLAGE PROPERTY OWNERS ASSO	ROAD REPAIR CONTRIBUTION	SEWER FUND	SEWER		200.00
				TOTAL:	200.00
WV DEPT OF HEALTH & HUMAN SERVICES	BACTERIOLOGICAL TEST	WATER FUND	WATER		60.00
	BACTERIOLOGICAL TEST	WATER FUND	WATER		120.00
	BACTERIOLOGICAL TEST	WATER FUND	WATER		180.00
				TOTAL:	360.00
EJ USA, INC.	TUSC & BOE	SEWER FUND	SEWER		1,156.57
				TOTAL:	1,156.57
FIFTH THIRD BANK	PCARD 4726	WATER FUND	WATER		695.13
	PCARD 4726	WATER FUND	WATER		449.18
	PCARD 4726	WATER FUND	WATER		716.67
	PCARD 4726	WATER FUND	WATER		632.06
	PCARD 4726	SEWER FUND	SEWER		424.41
	PCARD 4726	SEWER FUND	SEWER		1,786.98
	PCARD 4726	SEWER FUND	SEWER		295.59
	PCARD 4726	SEWER FUND	SEWER		888.10
	PCARD 4726	SEWER FUND	SEWER		2,244.67
	PCARD 4726	SEWER FUND	SEWER		145.34
				TOTAL:	8,278.13
FRONTIER COMMUNICATIONS	304-876-2120-11514-4	WATER FUND	WATER		111.42
	304-876-9970-121914-4	WATER FUND	WATER		111.42
				TOTAL:	222.84
GUTTMAN ENERGY	W/E 12/04/22	WATER FUND	WATER		568.75
	W/E 12/04/22	SEWER FUND	SEWER		1,251.28
				TOTAL:	1,820.03
GWIN DOBSON & FOREMAN INC	WWTP UPGRADE	SEWER FUND	NON-DEPARTMENTAL		10,239.40
	WWTP UPGRADES	SEWER FUND	NON-DEPARTMENTAL		8,793.63
	WW RETAINER SVCS	SEWER FUND	SEWER		509.60
				TOTAL:	19,542.63
HACH COMPANY	SERVICE PARTNERSHIP RENEWA	WATER FUND	WATER		19,402.00
	SERVICE PARTNERSHIP RENEWA	SEWER FUND	SEWER		9,049.20
	AMMONIA TNT	SEWER FUND	SEWER		570.05
	PH ELECTRODE	SEWER FUND	SEWER		900.16
				TOTAL:	29,921.41
HOLTZMAN OIL CORP	CHEVRON RANDO & STARPLEX	SEWER FUND	SEWER		497.88
				TOTAL:	497.88
INTELLIPOINT TECHNOLOGIES, LLC	IT-REGULAR-REMOTE	WATER FUND	WATER		100.00
	CONTINUITY CARE, OFFSITE B	WATER FUND	WATER		6,014.88
				TOTAL:	6,114.88
PROTOUCH COMMUNICATIONS, LLC	NOV SVCS: AFTER-HRS EMERGE	WATER FUND	WATER		66.20
	NOV SVCS: AFTER-HRS EMERGE	SEWER FUND	SEWER		66.20
				TOTAL:	132.40
INWOOD QUARRY, INC.	C1 PICKUPS: 11/23/22	WATER FUND	WATER		555.34
	I10 & C2 PICKUPS: 11/30/22	WATER FUND	WATER		614.41
				TOTAL:	1,169.75

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CHARLES TOWN PLUMBING LLC	1034 S GEORGE ST- LOWER TA	SEWER FUND	SEWER	850.00
			TOTAL:	850.00
CHARLES TOWN SEWER	NOVEMBER FUNDING	SEWER FUND	NON-DEPARTMENTAL	13,811.30
			TOTAL:	13,811.30
CHARLES TOWN WATER	NOVEMBER FUNDING	WATER FUND	NON-DEPARTMENTAL	9,756.50
			TOTAL:	9,756.50
CITY ELECTRIC SUPPLY CO	SUPPLIES FOR TWWTP	SEWER FUND	SEWER	725.90
	CTOWN UV-PARTS	SEWER FUND	SEWER	350.00
	SUPPLIES FOR TWWTP	SEWER FUND	SEWER	32.00
			TOTAL:	1,107.90
CITY OF CHARLES TOWN	UB COLLECTIONS NOV	WATER FUND	NON-DEPARTMENTAL	15,675.28
	FLU SHOTS 2022	WATER FUND	WATER	50.00
	FY23 ANNUAL PEST SERVICE	WATER FUND	WATER	228.00
	FLU SHOTS 2022	SEWER FUND	SEWER	125.00
	FY23 ANNUAL PEST SERVICE	SEWER FUND	SEWER	228.00
			TOTAL:	16,306.28
CLIFFS CLEANING SERVICE	NOV CLEANING	WATER FUND	WATER	125.00
	NOV CLEANING	WATER FUND	WATER	456.25
	NOV CLEANING	SEWER FUND	SEWER	200.00
	NOV CLEANING	SEWER FUND	SEWER	100.00
	NOV CLEANING	SEWER FUND	SEWER	456.25
			TOTAL:	1,337.50
COMCAST BUSINESS	8299 31 008 0138502	WATER FUND	WATER	180.83
	8299 31 008 0138502	SEWER FUND	SEWER	180.83
			TOTAL:	361.66
CORE & MAIN	BALLCURBFIT, NOLEADCPLG, P	WATER FUND	WATER	416.50
	S70-203 2X3/4CC BRS SAD 2.	WATER FUND	WATER	168.35
	E LIBERTY ST & N CHURCH ST	SEWER FUND	SEWER	1,636.44
			TOTAL:	2,221.29
COYNE CHEMICAL	CES PACL 2035	SEWER FUND	SEWER	3,159.00
			TOTAL:	3,159.00
CRYSTAL SPRINGS	MONTHLY SVC@ 661 & WWTP	WATER FUND	WATER	61.35
	MONTHLY SVC@ 661 & WWTP	SEWER FUND	SEWER	35.36
			TOTAL:	96.71
CUMMINS, INC	PM: NORTHPORT PS	SEWER FUND	SEWER	709.36
	PM: WAR ADMIRAL PS	SEWER FUND	SEWER	917.11
	PM: MAGNOLIA SPRINGS PS	SEWER FUND	SEWER	746.62
	PM: 4TH AVE PS	SEWER FUND	SEWER	586.07
	PM: BEALLAIR ESTS	SEWER FUND	SEWER	380.77
	PM: BURR OFFICE PARK	SEWER FUND	SEWER	380.77
	PM: CRANES LN	SEWER FUND	SEWER	283.02
			TOTAL:	4,003.72
D.R. HORTON, INC.	SEWER UPSIZING PER AMEA	SEWER FUND	NON-DEPARTMENTAL	7,500.00
			TOTAL:	7,500.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
A & H EQUIPMENT	VC500 OFFICE PO, 512HZ SON	SEWER FUND	SEWER		1,315.97
				TOTAL:	1,315.97
ALFA LAVAL ASHBROOK SIMON-HARTLEY INC.	BELT PRESS	SEWER FUND	SEWER		2,363.85
				TOTAL:	2,363.85
WILLIAM HOAK	PAVING 11/25/22	WATER FUND	WATER		1,920.00
	PAVING 11/25/22	WATER FUND	WATER		2,325.00
	PAVING 11/23/22	WATER FUND	WATER		5,700.00
	PAVING 11/22/22	WATER FUND	WATER		5,640.00
	PAVING 11/25/22	SEWER FUND	SEWER		1,035.00
	PAVING 11/23/22	SEWER FUND	SEWER		1,500.00
	PAVING 11/23/22	SEWER FUND	SEWER		2,025.00
	PAVING 11/22/22	SEWER FUND	SEWER		2,790.00
	PAVING 11/22/22	SEWER FUND	SEWER		1,440.00
				TOTAL:	24,375.00
ALS GROUP USA CORP	TESTING: 4TH Q 2022	WATER FUND	WATER		766.00
				TOTAL:	766.00
ALVAREZ CONTRACTORS, INC	WWTP PROJECT	SEWER FUND	NON-DEPARTMENTAL		188,174.70
				TOTAL:	188,174.70
AMERIGAS	PROPANE: PS 1-10	SEWER FUND	SEWER		353.24
	TANK RENTAL: JHS	SEWER FUND	SEWER		133.29
				TOTAL:	486.53
APPARATAUS REPAIR & ENGINEERING, INC	RPR 15HP SLUDGE PUMP MOTOR	WATER FUND	WATER		4,381.37
				TOTAL:	4,381.37
APPLE VALLEY TIRE	REPAIR FRONT TRACTOR TIRE	WATER FUND	WATER		58.25
				TOTAL:	58.25
ARDEN EQUIPMENT REPAIR, INC.	MOWER SERVICE	SEWER FUND	SEWER		1,508.57
	MOWER SERVICE	SEWER FUND	SEWER		775.58
				TOTAL:	2,284.15
ASSURED PARTNERS	SEPT,OCT,NOV RISK MNGMNT S	WATER FUND	WATER		1,200.00
	SEPT,OCT,NOV EXPENSES	WATER FUND	WATER		992.74
	SEPT,OCT,NOV RISK MNGMNT S	SEWER FUND	SEWER		1,200.00
	SEPT,OCT,NOV EXPENSES	SEWER FUND	SEWER		992.73
				TOTAL:	4,385.47
BIEDLER'S ELECTRIC MOTOR REPAIR, INC.	ASHLEY BRIN PS	SEWER FUND	SEWER		659.80
				TOTAL:	659.80
JP & RF BURNS PARTNERSHIP	NOV LOADS - 40	SEWER FUND	SEWER		7,160.00
				TOTAL:	7,160.00
CHAMPION INDUSTRIES, INC	PRINTING SVCS NOV	WATER FUND	WATER		81.73
	PRINTING SVCS NOV	WATER FUND	WATER		78.41
	POSTAGE 4 PRINTING SVCS NO	WATER FUND	WATER		342.22
	PRINTING SVCS NOV	SEWER FUND	SEWER		81.74
	PRINTING SVCS NOV	SEWER FUND	SEWER		78.42
	POSTAGE 4 PRINTING SVCS NO	SEWER FUND	SEWER		342.22
				TOTAL:	1,004.74

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT

========== FUND TOTALS ==========	
50 WATER FUND	18,576.39
60 SEWER FUND	42,109.00
GRAND TOTAL:	60,685.39

TOTAL PAGES: 3

APPROVED BY: _____

APPROVED BY: _____

This Packet: $ 60,685.39

Security Deposit Refunds: 3,479.52

Total: $ 64,164.91

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
	50G EXCAVATOR SVC	SEWER FUND	SEWER		1,968.27
	REPAIR 50G	SEWER FUND	SEWER		4,959.36
				TOTAL:	9,311.62
KAY CASTO & CHANEY PLLC	SHEN JCT: THRU 10/31/22	SEWER FUND	SEWER		400.00
	CAVE RD: THRU 10/31/22	SEWER FUND	SEWER		400.00
	CAVE RD & JUI: THRU 10/31/	SEWER FUND	SEWER		400.00
	CAVE RD & JUI: THRU 10/31/	SEWER FUND	SEWER		400.00
	PSC RPRSNT: THRU 10/31/22	SEWER FUND	SEWER		947.36
				TOTAL:	2,547.36
MCKINNEY'S AUTO REPAIR	WATER VEHICLE	WATER FUND	WATER		675.11
	WATER VEHICLE	WATER FUND	WATER		483.50
	SEWER VEHICLE	SEWER FUND	SEWER		391.71
				TOTAL:	1,550.32
PACE ANALYTICAL SERVICES, LLC	TESTING: CT IND	SEWER FUND	SEWER		64.07
				TOTAL:	64.07
ROSS H BARE	SVC CALLS CTWWTP	SEWER FUND	SEWER		1,830.77
				TOTAL:	1,830.77
SPRINT	MONTHLY CELL SERVICE	WATER FUND	WATER		186.71
	MONTHLY CELL SERVICE	SEWER FUND	SEWER		238.77
				TOTAL:	425.48
SUNSHINE FILTERS OF PINELLAS, INC.	LAMP SHADE FILTER ELEMENT	SEWER FUND	SEWER		4,565.28
				TOTAL:	4,565.28
GERALD TAYLOR CO., INC.	VAC / TRANSPORT	WATER FUND	WATER		859.60
	PUMP / TRANSPORT	SEWER FUND	SEWER		1,108.80
	SUPERVAC LIFT STATIONS	SEWER FUND	SEWER		1,837.91
				TOTAL:	3,806.31
THE CI THORNBURG CO, INC.	CITGOFIELD METER TEST & TR	WATER FUND	WATER		1,450.00
				TOTAL:	1,450.00
USA BLUEBOOK	STEEL TOE HIP BOOTS	WATER FUND	WATER		563.54
	SKIMMINGNET, POLE, PRYBAR,	SEWER FUND	SEWER		1,578.28
				TOTAL:	2,141.82
WV BUREAU OF PUBLIC HEALTH	R.SHIPE CLASS S WW CERT	SEWER FUND	SEWER		100.00
	B.CARPER CLASS II WW CERT	SEWER FUND	SEWER		150.00
				TOTAL:	250.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JOE BURRIS	REIMB FOR CLEANING TRAILER	SEWER FUND	SEWER	20.00
			TOTAL:	20.00
CITIBANK, N.A.	PRONOUNCEMENT	WATER FUND	NON-DEPARTMENTAL	799.54
			TOTAL:	799.54
CITY ELECTRIC SUPPLY CO	THHN-1/0-BLK-19STR-CU,2/0A	SEWER FUND	SEWER	130.46
			TOTAL:	130.46
CITY NATIONAL BANK	LOCKBOX SVCS: NOV	WATER FUND	WATER	106.76
	LOCKBOX SVCS: NOV	SEWER FUND	SEWER	106.76
			TOTAL:	213.52
CITY OF CHARLES TOWN	DEC RENT@ 661 S GEORGE ST	WATER FUND	WATER	1,275.00
	OCT UTILITIES@ 661 S GEORG	WATER FUND	WATER	633.95
	DEC RENT@ 661 S GEORGE ST	SEWER FUND	SEWER	1,275.00
	OCT UTILITIES@ 661 S GEORG	SEWER FUND	SEWER	633.95
			TOTAL:	3,817.90
CORE & MAIN	B11-777NL BALLCURBFIPT, S7	WATER FUND	WATER	2,076.12
	SDR35CLEANOUTADPTHXF,MAX4C	SEWER FUND	SEWER	103.56
			TOTAL:	2,179.68
COYNE CHEMICAL	ZETAG 8868FS	SEWER FUND	SEWER	10,225.89
			TOTAL:	10,225.89
CUMMINS, INC	SERVICE: WENDY'S PS	SEWER FUND	SEWER	1,175.39
			TOTAL:	1,175.39
DENNIS SALES & SERVICE, INC	RECONDITIONED INLET VALVES	WATER FUND	WATER	834.00
			TOTAL:	834.00
WV DEPT OF HEALTH & HUMAN SERVICES	BACTERIOLOGICAL TEST	WATER FUND	WATER	140.00
			TOTAL:	140.00
ENCOVA INSURANCE	INSTALLMENT	WATER FUND	WATER	2,855.32
	INSTALLMENT	SEWER FUND	SEWER	2,635.68
			TOTAL:	5,491.00
GUTTMAN ENERGY	W/E 11/20/22	WATER FUND	WATER	777.89
	W/E 11/13/22	WATER FUND	WATER	392.14
	W/E 11/27/22	WATER FUND	WATER	314.18
	W/E 11/20/22	SEWER FUND	SEWER	924.01
	W/E 11/13/22	SEWER FUND	SEWER	1,555.55
	W/E 11/27/22	SEWER FUND	SEWER	832.88
			TOTAL:	4,796.65
HACH COMPANY	ORTHOPHOSPHATE	WATER FUND	WATER	304.08
	AMMONIA, MONO-CHLOR	WATER FUND	WATER	1,464.96
	TNT	SEWER FUND	SEWER	688.19
	AMMONIA TNT	SEWER FUND	SEWER	461.10
			TOTAL:	2,918.33
JAMES RIVER EQUIPMENT	REPAIR CAB-AC/JS-ISO-H-PP	WATER FUND	WATER	558.02
	REPAIR CAB-AC/JS-ISO-H-PP	WATER FUND	WATER	1,200.37
	TRAVEL TIME	WATER FUND	WATER	625.60