CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, JUNE 26, 2024

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

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of May 22, 2024 Minutes
      Meeting minutes 2024.05.22.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 Meeting - Meeting Agendas and Minutes 2024) or by accessing the following zoom link:

   https://us06web.zoom.us/j/81784330631?pwd=vOA2Ezb07FBSaDlYJA28bMlQTSKODK.1

   Meeting ID: 817 8433 0631
   Passcode: 532342
   (301)715-8592

3. **UNFINISHED BUSINESS**

4. NEW BUSINESS
   a. Renewal and Replacement Project Change Order #4
      CHANGE order 4 Alvarez.pdf
   b. Renewal and Replacement Project Resolution No. 20 - Contractor Pay Application No. 20
      Pay Application 20.pdf
   c. Charles Town Water Plant Baffle Wall Installation project
      4b-Charles Town FRP Baffle Walls Pricing 05.24.2024 - rev.pdf
   d. Job Corps Pump Station Upgrade
      Quote_QTE25877_1715293134911.pdf
   e. Dewberry - Water Model Update
      TO 08 Water Model Update.pdf

f. DRAFT 2023 Consumer Confidence Reports
CCR's.pdf

5. **MANAGER REPORTS**
   a. Utility Manager Report
   UM Report May 2024.pdf
   06262024 SW CAPITAL DISBURSEMENT REPORT.pdf
   REVENUE & EXPENSE MAY.pdf
   b. Chairman Report

6. **APPROVAL OF BILLS**
   a. June 26, 2024
   Board Report 6.26.24.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY**
   a. Next Meeting - July 10, 2024 at 4:00 P.M.

Charles Town Utility Board
Regular Board Meeting
May 22, 2024

The Charles Town Utility Board held a regular meeting on May 22, 2024 at 4:00 P.M. Members of the Board present were John Nissel, Chairman; Duke Pierson, Vice Chairman; Tommy Stocks, Treasurer; Jeff Whitten, Board Member; and Heidi Parker, Board Member. Also present were Kristen Stolipher, Utility Manager; April Shultz, Assistant Utility Manager; Ashley Stottlemyer, Secretary; and Robert Rodecker, Legal Counsel.

CALL TO ORDER

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

APPROVAL OF MINUTES

Approval of May 8, 2024 Regular Meeting Minutes

The Chairman called for changes or corrections to the May 8, 2024 regular meeting minutes.

Action: **Motion made by Mr. Stocks, second by Mr. Pierson, the Board unanimously approved the May 8, 2024 minutes as presented.**

PUBLIC COMMENT

Public comment was received from Jacquelyn Milliron.

OLD BUSINESS

Jefferson Crossing Pump Station Agreement

Mrs. Stolipher mentioned the Board approved the negotiation and coordination with the owners of the Jefferson Crossing Development to assume the operation and maintenance of the pump station behind Martins. The owner has accepted the upgrade costs of the pump station totaling $53,425.00. Mrs. Stolipher provided the draft agreement detailing the transfer of ownership for the Board to review. The Board provided comments.

Action: **Motion made by Mr. Pierson, second by Mr. Stocks, the Board unanimously approved the Acquisition Agreement with Bridge33 Capital for the Jefferson Crossing pump station.**

NEW BUSINESS

June Board Meeting Schedule

Mrs. Stolipher requested canceling the June 12th board meeting due to a family vacation. The next meeting is scheduled for June 26th.

Action: **Motion made by Mrs. Parker, second by Mr. Whitten, the Board unanimously approved canceling the June 12th meeting and take care of all business at the June 26th meeting. Mr. Pierson amended the motion, second by Mr. Whitten, to include the scheduling of a special meeting if necessary. The Board unanimously approved the amended motion.**

River Intake Inspection Report

Mrs. Stolipher provided the inspection report by Walker Diving Underwater Construction, LLC for the underwater cleaning and inspection of the river water intake structure, noting recommendations for the replacement of bolts to be taken care of at the next visit.

Action: No action required by the Board.

FEMA Funding – Inflow and Infiltration Studies

Mrs. Stolipher was made aware of FEMA grant money that will assist local utilities with inflow and infiltration studies. She worked with Region 9 to get a package submitted for this grant money as this would be beneficial to the Utility.

Action: No action required by the Board.

MANAGER REPORTS

Utility Manager Report

Mrs. Stolipher provided a progress report on the Renewal and Replacement project, the completion of fencing around the sewer plant and maintenance shop area, drafting the Consumer Confidence Report for the water systems and the continued effort by GDF drafting updated water, sewer and pump station specifications for the Utility. Mrs. Stolipher also mentioned an updated Revenue and Expense report will be uploaded to the packet.

Action: No action required by the Board.

Chairman Report

The Chairman had no updates.

Action: No action required by the Board.

APPROVAL OF BILLS

May 22, 2024

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

ADJOURNMENT

There being no further business at this time, the Board adjourned the meeting.

Action: Motion by Mr. Pierson, second by Mr. Stocks, the Board unanimously adjourned the meeting at 4:19 P.M.

INFORMATION ONLY

The next meeting is scheduled for Wednesday, June 26, 2024 at 4:00 P.M. at 661 S. George Street.

_____ _____

John Nissel, Chairman

Ashley Stottlemyer, Secretary

CHARLES TOWN, WV WWTP IMPROVEMENTS
CONTRACT MODIFICATION # 4
ALVAREZ CONTRACTORS, INC.
WORK CHANGE DIRECTIVES FOR CONTRACT MODIFICATION
DATE: APRIL 3, 2024

ITEM #	WCD #	ITEM PER WCD OR RFI	QUAN.	UNIT PRICE	TOTAL PRICE
1	13	Sludge Transfer Pump Valve Vault Improvements	1	$ 9,300.00	$ 9,300.00
2	14	Additional UV Channel Probe	1	$ 5,431.00	$ 5,431.00
3	15	Supply and Install New Unit Heaters in Headworks Building	1	$37,905.00	$ 37,905.00
4	16	Pump Reverse on Sludge Transfer Pump VFD, Push Sta. & SCADA	1	$ 2,429.00	$ 2,429.00
5	RFI	Provide & Install Insulation on Digester Piping	1	$10,300.00	$ 10,300.00
6	RFI	Trench Drain Around Electrical Room	1	$ 4,530.00	$ 4,530.00
7	RFI	Change EPDM Gaskets to Viton Gaskets on Polymer Equipment	1	$ 4,393.00	$ 4,393.00
8	RFI	Install New Storm Sewer Near Centrifuge Bldg. **(Not Completed)**			$ -
9	RFI	Install Larger Exterior Door on Electrical Building	1	$ 2,206.00	$ 2,206.00
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
		TOTAL CONTRACT MODIFICATION NO.			**$ 76,494.00**

DESCRIPTION						
CHARLES TOWN WWTP UPGRADE **CONTRACT MODIFICATION PROPOSAL - CO # 4, ITEM # 6** **PROPOSAL REQUEST - TRENCH DRAIN AT ELECTRICAL BUILDING** **ALVAREZ CONTRACTORS, INC.** **DATE: APRIL 2, 2024**						
Material	Quant.	Unit	Unit Price			Total Price
						$ -
Viton Gaskets for Polymer System	1	EA.	$ 2,363.04			$ 2,363.04
by Centrisys						$ -
						$ -
						$ -
						$ -
						$ -
				Materials Total		**$ 2,363.04**
Labor	# Workers	Hours/Man	Rate			Total Price
						$ -
ACI Project Supt.	1	7	$ 65.26			$ 456.82
On Site Engineer			$ 46.72			$ -
CL I Operator	1	8	$ 66.25			$ 530.00
CL II Operator	1	2	$ 43.56			$ 87.12
CL II Laborer	1	2	$ 39.60			$ 79.20
						$ -
				Labor Total		**$ 1,153.14**
Equipment	# Machines	Hours/Mch.	Rate			Total Price
						$ -
Kamatsu Backhoe						$ -
Komatsu Loader						$ -
Compactor						$ -
Misc. Small Tools, Crew Truck	1	8	$ 15.00			$ 120.00
						$ -
				Equipment Total		**$ 120.00**
Subcontracts						Total Price
						$ -
						$ -
						$ -
						$ -
						$ -
				Subcontract Total		$ -
				Total Material		$ 2,363.04
				Total Labor		$ 1,153.14
				Total Equipment		$ 120.00
				Sales Tax	0%	$ -
				Total GC Materials, Labor & Equipment		$ 3,636.18
				GC Overhead & Profit	15%	$ 545.43
				Total Subcontract		$ -
				Subcontract Markup	5%	$ -
				Subtotal		$ 4,181.61
				Bond & Insurance	3%	$ 125.45
				Subtotal		$ 4,307.06
				B&O Tax	2%	$ 86.14
				TOTAL		**$ 4,393.20**

Change Order Request #1

Date: 03/08/24

Centrisys Project # 13108

PO# 11150

Ref: Centrifuge Gaskets

☒ Approved ☐ Denied

Owner: Poly Processing Company, LLC
Customer: Alvarez Contractors, Inc.
Contact: Ronald Knox
Email: rknoxaci@gmail.com

Original Spec Item	Proposed Change	Change order price	Status
EPDM Gaskets	Viton Gaskets	$2,363.04	☒ Approved ☐ Denied

CHANGE IN CONTRACT PRICE

Change Order Price: $ 2,363.04 USD

CHANGE IN CONTRACT TIMELINE

Impact of Change Order on delivery timeline: ____N/A_____

Issued by	**Approved* by**
Nathan Gebhardt Applications Engineer ngebhardt@centrisys.us 262 654 6006 cc: Jeff Kin j.kin@centrisys.us	Name: Ron Knox Company: Alvarez Contractors Inc. Signature: R. [illegible] Phone: 301-501-1178 Date: 3/8/24

*If approved, Centrisys will send the invoice for Change order price to the approver, as agreed above

*Shipping is not included.

PROJECT: CHARLES TOWN WWTP

DATE: CT03-05-24

ACI DAILY TIME, EQUIPMENT/PRODUCTION REPORT

	Alvarez, J.	Henry, K	Minghini, D	Minghini, J	McKinney, D	McKinney, T	Joe	Jack Sr.
Total Hours	7	10						
0997.3 Small Tools								
0998.3 General								
0999.3 General Mechanical								
1004.3 Survey								
1410.3 QC Testing								
1569.3 Safety								
1580.3 Project Sign								
1590.3 Field Office/Eng. Office								
1700.3 Punch List								
1901.3 Mobiization								
2000.3 Site Work General								
2100.3 Bypass Pumping								
2110-2.3 Demolition - Concrete Pads								
2110-3.3 Demolition - Saw Cut & Remove Pavement								
2110-4.3 Demolition - Remove Ex.Lines at Centrifuge Bldg								
2110-4a.3 Demolition - EXTRA WORK-Duct bank @ Cent.								
2110-5.3 Demolition - Remove Ex.Lines at Elec. Bldg								
2110-6.3 Demolition - Remove Ex. Lines at Ex. Press Bldg								
2110-7.3 Demolition - Headworks Bldg								
2110-8.3 Demolition - Influent PS & Bypass Pump Set up								
2110-9.3 Demolition - UV Equipment								
2110-10.3 Demolition - Plant Drain Pump Station								
2110-11.3 Demolition - Electrical Bldg by ACI								
2110-12.3 Demolition - Digester Blower Bldg								
2110-14.3 Demolition - Digester Tank								
2110-15.3 Demolition - SBR								
2200.3 Drilling/Shooting - Rock Hammering								
2211.3 Excavation/Backfill								
2222.3 Exploratory Excavation								
2276.3 Yard Structures								
2541.3 E & S Control								
2500.3 Structural Stone								
2580.3 Site Stone								
2600.3 Paving, Curb & Walkway								
2700.3 Yard Piping								
2820.3 Grading + Seed and Mulch								
3300.3 Concrete								
4200.3 Masonry								
5900.3 Misc Metals								
6114.3 Wood Framing and Interior Finishes								
6193.3 Wood Trusses and Sheathing								
6610.3 FRP Grating and Ladders								
6935.3 FRP Shelter Bldg								
7610.3 Thermal and Moisture Protection								
8110.3 Hollow Metal Doors, Frames & Hardware								
8213.3 FRP Door & Window								
8331.3 Overhead Door								
8500.3 Fixed Window								
9900.3 Finishes								
10000.? EXTRA WORK - TOWN MISC.								
10100.3 EXTRA WORK - CTUB SBR								
10050.3 Fire Extinguishers								
11930.3 Influent & Plant Drain PS Submersible Pumps								
11150.3 Centrifuge System								
11150-1.3 Centrifuge Bldg - Digested Sludge Pumps								
11150-2.3 Centrifuge Bldg - Inline Grinder								
11150-3.3 Centrifuge Bldg - Polymer Feed System								
11150-4.3 Centrifuge Bldg - Polymer Bulk Tank	1	1						
11311.3 UV System & Controls								
11330.3 HW Bldg - Mechanical Bar Screen w/Controls								
11335.3 HW Bldg - Washer/Compactor w/Controls								
11340.3 HW Bldg - Grit Removal System w/Controls								
11995.3 Digester Aeration & Mixing System w/Controls								
11997.3 MCP w/PLC & Instrumentation								
12000.3 Bid Alternate A - Influent Metering Vault								
12500.3 Bid Alternate B - WAS Metering Vault	2	3						
13440.3 SCADA, Ctrl. Panels, MCC, Field Instrumentation								
14300.3 Hoist & Monorail								
14500.3 Screw Conveyor								
15000.3 Process Piping	4	6						
15440.3 Plumbing								
16000-1.3 Electrical work by ACI								
CO #3 - WCD #11								
WCD # 13								
Equipment								
15.2 Komatsu 150								
18.2 Komatsu PC228								
40.2 WA 250-3 Loader	1							
41.2 235 #3 Hammer								
48.2 Komatsu 180-3 Loader								
49.2 Finn Mulcher								
51.2 D-4H #3								
69.2 WA 250 Loader								
70.2 Kom PC50 MR Excavator								
71.2 Kom CK30-1 Skid Steer								
73.2 Yanmar Mini Exc.								
78.2 Grove Crane 96								
82.2 Grove Crane 99								
83.2 305 ES CAT Excavator								
84.2 239D CAT Skid Steer								

Work Description: Continued polymer lines from tank and reroute of waterline in centrifuge building.
Started installation of grating in WAS vault.

2 manhours polymer tank modification.

PROJECT: CHARLES TOWN WWTP

DATE: CT03-07-24 (1)

ACI DAILY TIME, EQUIPMENT/PRODUCTION REPORT

	Alvarez, J.	Henry, K	Minghini, D	Minghini, J	McKinney, D	McKinney, T	Joe	Jack Sr.
Total Hours		8						
0997.3 Small Tools								
0998.3 General								
0999.3 General Mechanical								
1004.3 Survey								
1410.3 QC Testing								
1569.3 Safety								
1580.3 Project Sign								
1590.3 Field Office/Eng. Office								
1700.3 Punch List								
1901.3 Mobiization								
2000.3 Site Work General		2						
2100.3 Bypass Pumping								
2110-2.3 Demolition - Concrete Pads								
2110-3.3 Demolition - Saw Cut & Remove Pavement								
2110-4.3 Demolition - Remove Ex.Lines at Centrifuge Bldg								
2110-4a.3 Demolition - EXTRA WORK-Duct bank @ Cent.								
2110-5.3 Demolition - Remove Ex.Lines at Elec. Bldg								
2110-6.3 Demolition - Remove Ex. Lines at Ex. Press Bldg								
2110-7.3 Demolition - Headworks Bldg								
2110-8.3 Demolition - Influent PS & Bypass Pump Set up								
2110-9.3 Demolition - UV Equipment								
2110-10.3 Demolition - Plant Drain Pump Station								
2110-11.3 Demolition - Electrical Bldg by ACI								
2110-12.3 Demolition - Digester Blower Bldg								
2110-14.3 Demolition - Digester Tank								
2110-15.3 Demolition - SBR								
2200.3 Drilling/Shooting - Rock Hammering								
2211.3 Excavation/Backfill								
2222.3 Exploratory Excavation								
2276.3 Yard Structures								
2541.3 E & S Control								
2500.3 Structural Stone								
2580.3 Site Stone								
2600.3 Paving, Curb & Walkway								
2700.3 Yard Piping								
2620.3 Grading + Seed and Mulch								
3300.3 Concrete								
4200.3 Masonry								
5900.3 Misc Metals								
6114.3 Wood Framing and Interior Finishes								
6193.3 Wood Trusses and Sheathing								
6610.3 FRP Grating and Ladders								
6935.3 FRP Shelter Bldg								
7610.3 Thermal and Moisture Protection								
8110.3 Hollow Metal Doors, Frames & Hardware								
8213.3 FRP Door & Window								
8331.3 Overhead Door								
8500.3 Fixed Window								
9900.3 Finishes								
10000.? EXTRA WORK - TOWN MISC.								
10100.3 EXTRA WORK - CTUB SBR								
10050.3 Fire Extinguishers								
11930.3 Influent & Plant Drain PS Submersible Pumps								
11150.3 Centrifuge System								
11150-1.3 Centrifuge Bldg - Digested Sludge Pumps								
11150-2.3 Centrifuge Bldg - Inline Grinder								
11150-3.3 Centrifuge Bldg - Polymer Feed System								
11150-4.3 Centrifuge Bldg - Polymer Bulk Tank		4						
11311.3 UV System & Controls								
11330.3 HW Bldg - Mechanical Bar Screen w/Controls								
11335.3 HW Bldg - Washer/Compactor w/Controls								
11340.3 HW Bldg - Grit Removal System w/Controls								
11995.3 Digester Aeration & Mixing System w/Controls								
11997.3 MCP w/PLC & Instrumentation								
12000.3 Bid Alternate A - Influent Metering Vault								
12500.3 Bid Alternate B - WAS Metering Vault								
13440.3 SCADA, Ctrl. Panels, MCC, Field Instrumentation								
14300.3 Hoist & Monorail								
14500.3 Screw Conveyor								
15000.3 Process Piping		2						
15440.3 Plumbing								
16000-1.3 Electrical work by ACI								
CO #3 - WCD #11								
WCD # 13								
Equipment								
15.2 Komatsu 150								
18.2 Komatsu PC228								
40.2 WA 250-3 Loader								
41.2 235 #3 Hammer								
48.2 Komatsu 180-3 Loader								
49.2 Finn Mulcher								
51.2 D-4H #3								
69.2 WA 250 Loader								
70.2 Kom PC50 MR Excavator								
71.2 Kom CK30-1 Skid Steer								
73.2 Yanmar Mini Exc.								
78.2 Grove Crane 96								
82.2 Grove Crane 99								
83.2 305 ES CAT Excavator								
84.2 239D CAT Skid Steer								

Work Description:	Dismantled all connections on polymer tank to change gaskets
	Completed polymer tank drain line pipe.
4 manhours polymer tank modification.	Organized piping materials.

PROJECT: CHARLES TOWN WWTP

DATE: CT04-29-24 (2)

ACI DAILY TIME, EQUIPMENT/PRODUCTION REPORT

	Alvarez, J.	Henry, K	Minghini, D	Minghini, J	McKinney, D	McKinney, T	Joe	Jack Sr.
Total Hours		**10**			**10**	**10**		
0997.3 Small Tools								
0998.3 General		1			1	1		
0999.3 General Mechanical								
1004.3 Survey								
1410.3 QC Testing								
1569.3 Safety								
1580.3 Project Sign								
1590.3 Field Office/Eng. Office								
1700.3 Punch List								
1901.3 Mobliization								
2000.3 Site Work General								
2100.3 Bypass Pumping								
2110-2.3 Demolition - Concrete Pads								
2110-3.3 Demolition - Saw Cut & Remove Pavement								
2110-4.3 Demolition - Remove Ex.Lines at Centrifuge Bldg								
2110-4a.3 Demolition - EXTRA WORK-Duct bank @ Cent.								
2110-5.3 Demolition - Remove Ex.Lines at Elec. Bldg								
2110-6.3 Demolition - Remove Ex. Lines at Ex. Press Bldg								
2110-7.3 Demolition - Headworks Bldg								
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2110-9.3 Demolition - UV Equipment								
2110-10.3 Demolition - Plant Drain Pump Station								
2110-11.3 Demolition - Electrical Bldg by ACI								
2110-12.3 Demolition - Digester Blower Bldg								
2110-14.3 Demolition - Digester Tank								
2110-15.3 Demolition - SBR								
2200.3 Drilling/Shooting - Rock Hammering								
2211.3 Excavation/Backfill								
2222.3 Exploratory Excavation								
2276.3 Yard Structures								
2541.3 E & S Control								
2500.3 Structural Stone								
2580.3 Site Stone								
2600.3 Paving, Curb & Walkway		4			4	4		
2700.3 Yard Piping								
2820.3 Grading + Seed and Mulch								
3300.3 Concrete								
4200.3 Masonry								
5900.3 Misc Metals								
6114.3 Wood Framing and Interior Finishes								
6193.3 Wood Trusses and Sheathing								
6610.3 FRP Grating and Ladders								
6935.3 FRP Shelter Bldg								
7610.3 Thermal and Moisture Protection								
8110.3 Hollow Metal Doors, Frames & Hardware								
8213.3 FRP Door & Window								
8331.3 Overhead Door								
8500.3 Fixed Window								
9900.3 Finishes								
10000.? EXTRA WORK - TOWN MISC.								
10100.3 EXTRA WORK - CTUB SBR								
10050.3 Fire Extinguishers								
11930.3 Influent & Plant Drain PS Submersible Pumps								
11150.3 Centrifuge System		1			1	1		
11150-1.3 Centrifuge Bldg - Digested Sludge Pumps								
11150-2.3 Centrifuge Bldg - Inline Grinder								
11150-3.3 Centrifuge Bldg - Polymer Feed System								
11150-4.3 Centrifuge Bldg - Polymer Bulk Tank								
11311.3 UV System & Controls								
11330.3 HW Bldg - Mechanical Bar Screen w/Controls								
11335.3 HW Bldg - Washer/Compactor w/Controls								
11340.3 HW Bldg - Grit Removal System w/Controls								
11995.3 Digester Aeration & Mixing System w/Controls								
11997.3 MCP w/PLC & Instrumentation								
12000.3 Bid Alternate A - Influent Metering Vault								
12500.3 Bid Alternate B - WAS Metering Vault								
13440.3 SCADA, Ctrl. Panels, MCC, Field Instrumentation								
14300.3 Hoist & Monorail								
14500.3 Screw Conveyor								
15000.3 Process Piping								
15440.3 Plumbing								
16000-1.3 Electrical work by ACI		2			2	2		
CO #3 - WCD #11								
WCD # 13								
CO # 4		2			2	2		
Equipment								
15.2 Komatsu 150								
18.2 Komatsu PC228								
40.2 WA 250-3 Loader		2						
41.2 235 #3 Hammer								
48.2 Komatsu 180-3 Loader								
49.2 Finn Mulcher								
51.2 D-4H #3								
69.2 WA 250 Loader								
70.2 Kom PC50 MR Excavator					4			
71.2 Kom CK30-1 Skid Steer								
73.2 Yanmar Mini Exc.								
78.2 Grove Crane 96								
82.2 Grove Crane 99								
83.2 305 ES CAT Excavator								
84.2 239D CAT Skid Steer						3		

Work Description:	Installed replacement Viton gaskets in polymer tank piping and reassembled. - CO4
	Assisted unloading and placing large electric panels with electricians.
	Rotated centrifuge and adjusted conveyor piping.
S+S on site.	Excavated for sidewalk between electrical buildings and prepped for trench drain install.

CHARLES TOWN UTILITY BOARD
2022 RENEWAL AND REPLACEMENT PROJECT

RESOLUTION NO. 20

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. 20 as summarized below, is hereby authorized and directed.

Vendor	2022B & 2022C Construction Fund	WDA Funding EEGF Grant	Total
Alvarez Contractors, Inc.	$0.00	$823,882.75	$823,882.75
Total	**$0.00**	**$823,882.75**	**$823,882.75**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 26th day of June, 2024.

By: _____
John Nissel, Chairman

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 20

To (Owner): CHARLES TOWN UTILITY BOARD	Application Period: 5/01/24-5/31/24	Application Date: 5/31/2024
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
CO 1	$498,183.42	
CO 2	$41,179.57	
CO 3	$90,351.00	
TOTALS	$629,713.99	
NET CHANGE BY CHANGE ORDERS	$629,713.99	

1. ORIGINAL CONTRACT PRICE	$	$10,151,000.00
2. Net change by Change Orders	$	$629,713.99
3. Current Contract Price (Line 1 ± 2)	$	$10,780,713.99
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	$	$8,936,860.06
5. RETAINAGE:		
a. 5% X $8,113,004.26 Work Completed	$	$405,650.21
b. 5% X $823,855.80 Stored Material	$	$41,192.79
c. Total Retainage (Line 5.a + Line 5.b)	$	$446,843.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	$	$8,490,017.06
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	$7,666,134.31
8. AMOUNT DUE THIS APPLICATION	$	$823,882.75
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	$	$2,290,696.93

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: [signature] Date: 5/31/2024

Payment of: $ $823,882.75
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ 06/04/2024
(Engineer) (Date)

Payment of: $ $823,882.75
(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:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			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	$20,000.00	$0.00	$0.00	$20,000.00	100.0%	$0.00
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	$15,120.00	$540.00	$0.00	$15,660.00	87.0%	$2,340.00
5	D1 - QC Testing (Cash Allowance)	$50,000.00	$17,000.00	$0.00	$0.00	$17,000.00	34.0%	$33,000.00
6	D1 - Submittals/Shop Drawings by ACI	$40,000.00	$38,000.00	$0.00	$0.00	$38,000.00	95.0%	$2,000.00
	DIVISION 2 - SITE WORK							
7	D2 - Sediment & Erosion Control	$20,200.00	$17,776.00	$0.00	$0.00	$17,776.00	88.0%	$2,424.00
	SITE DEMOLITION							
8	D2 - Concrete Pads	$4,100.00	$205.00	$615.00	$0.00	$820.00	20.0%	$3,280.00
9	D2 - Remove all Ex. Underground Lines at Centrifuge Bldg. Site	$32,900.00	$29,610.00	$0.00	$0.00	$29,610.00	90.0%	$3,290.00
10	D2 - Remove all Ex. Underground Lines at Electrical Bldg. Site	$12,400.00	$12,400.00	$0.00	$0.00	$12,400.00	100.0%	$0.00
11	D2 - Remove Portions of Underground Lines at Ex. Press Bldg.	$4,200.00	$210.00	$210.00	$0.00	$420.00	10.0%	$3,780.00
	STRUCTURES & BUILDING DEMOLITION							
12	D2 - Headworks Building	$40,200.00	$40,200.00	$0.00	$0.00	$40,200.00	100.0%	$0.00
13	D2 - Influent Pump Station & Bypass Pump Set Up	$97,500.00	$97,500.00	$0.00	$0.00	$97,500.00	100.0%	$0.00
14	D2 - UV Equipment	$18,300.00	$16,470.00	$0.00	$0.00	$16,470.00	90.0%	$1,830.00
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	$97,800.00	$0.00	$0.00	$97,800.00	100.0%	$0.00
18	D2 - Digester Blower Building	$32,500.00	$32,500.00	$0.00	$0.00	$32,500.00	100.0%	$0.00
19	D2 - Sludge Transfer Pump Building	$3,200.00				$0.00		$3,200.00
20	D2 - Digester Tank	$8,200.00	$8,200.00	$0.00	$0.00	$8,200.00	100.0%	$0.00
21	D2 - SBR	$1,600.00				$0.00		$1,600.00
	EXCAVATION (MAJOR STRUCTURES)							
22	D2 - Centrifuge Building	$38,900.00	$38,900.00	$0.00	$0.00	$38,900.00	100.0%	$0.00
23	D2 - Electrical Building by ACI	$7,800.00	$7,800.00	$0.00	$0.00	$7,800.00	100.0%	$0.00
24	D2 - Blower Pad	$5,100.00	$5,100.00	$0.00	$0.00	$5,100.00	100.0%	$0.00
25	D2 - Generator Pad	$5,200.00	$5,200.00	$0.00	$0.00	$5,200.00	100.0%	$0.00
	BACKFILL (MAJOR STRUCTURES)							
26	D2 - Centrifuge Building	$42,300.00	$38,070.00	$0.00	$0.00	$38,070.00	90.0%	$4,230.00
	STRUCTURAL STONE							
27	D2 - Centrifuge Building	$13,400.00	$13,400.00	$0.00	$0.00	$13,400.00	100.0%	$0.00
28	D2 - Electrical Building	$5,600.00	$5,600.00	$0.00	$0.00	$5,600.00	100.0%	$0.00
29	D2 - FRP Building	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.0%	$0.00
30	D2 - Generator Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
31	D2 - Blower Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
	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:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			Work Completed		E	F		G
A		B	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period				
32	D2 - 2" Sch 80 PVC Water Service to Headworks Bldg.	$9,900.00	$9,900.00	$0.00	$0.00	$9,900.00	100.0%	$0.00
33	D2 - 2" Sch 80 PVC Water Service to Centrifuge Bldg.	$25,100.00	$25,100.00	$0.00	$0.00	$25,100.00	100.0%	$0.00
34	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Sanitary Sewer	$16,600.00	$16,600.00	$0.00	$0.00	$16,600.00	100.0%	$0.00
35	D2 - 4" DIP WAS Inlet to Centrifuge Bldg.	$17,400.00	$12,180.00	$0.00	$0.00	$12,180.00	70.0%	$5,220.00
36	D2 - 4" DIP Sludge Drain Off Line from Digester	$16,800.00	$16,800.00	$0.00	$0.00	$16,800.00	100.0%	$0.00
37	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Digester	$16,700.00	$0.00	$0.00	$2,000.00	$2,000.00	12.0%	$14,700.00
38	D2 - 6" PVC Drain from Centrifuge Bldg. to Manhole	$16,500.00	$16,500.00	$0.00	$0.00	$16,500.00	100.0%	$0.00
39	D2 - 4" PVC Drain from Centrifuge Bldg. to Manhole	$15,200.00	$15,200.00	$0.00	$0.00	$15,200.00	100.0%	$0.00
40	D2 - 6" DIP Existing System Connection to New T-Valve	$16,700.00	$16,700.00	$0.00	$0.00	$16,700.00	100.0%	$0.00
41	D2 - 8" PVC Drain Line Under Centrifuge Bldg.	$13,500.00	$0.00	$13,500.00	$0.00	$13,500.00	100.0%	$0.00
42	D2 - 24" & 12" HDPE Storm Drain at Centrifuge Bldg.	$58,000.00	$46,400.00	$0.00	$0.00	$46,400.00	80.0%	$11,600.00
43	D2 - 18" HDPE Storm Drain at Electrical Bldg.	$39,000.00	$33,150.00	$5,850.00	$0.00	$39,000.00	100.0%	$0.00
44	D2 - 10" Stainless Steel Air Line to Digester	$10,900.00	$10,900.00	$0.00	$0.00	$10,900.00	100.0%	$0.00
	YARD STRUCTURES							
45	D2 - 4' Dia. Precast Drain Line Manhole	$3,400.00	$0.00	$3,400.00	$0.00	$3,400.00	100.0%	$0.00
46	D2 - Type G Precast Drop Inlet	$9,200.00	$9,200.00	$0.00	$0.00	$9,200.00	100.0%	$0.00
	FINAL RECLAMATION							
47	D2 - Asphalt Paving	$98,800.00				$0.00		$98,800.00
48	D2 - Final Grading, Seed & Mulch	$5,700.00	$1,140.00	$0.00	$0.00	$1,140.00	20.0%	$4,560.00
	DIVISION 3 - CONCRETE							
	SITE CONCRETE							
49	D3 - Generator Pad	$10,100.00	$10,100.00	$0.00	$0.00	$10,100.00	100.0%	$0.00
50	D3 - FRP Shelter Pad	$9,400.00	$9,400.00	$0.00	$0.00	$9,400.00	100.0%	$0.00
51	D3 - Digester Blower Pad	$28,200.00	$23,970.00	$0.00	$0.00	$23,970.00	85.0%	$4,230.00
52	D3 - Digester Equipment Pads	$24,900.00	$24,900.00	$0.00	$0.00	$24,900.00	100.0%	$0.00
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	$38,300.00	$0.00	$0.00	$38,300.00	100.0%	$0.00
56	D3 - Concrete Pads/SOG	$18,100.00	$18,100.00	$0.00	$0.00	$18,100.00	100.0%	$0.00
57	D3 - Door Stoops/Pads	$12,000.00	$0.00	$6,000.00	$0.00	$6,000.00	50.0%	$6,000.00
58	D3 - Exterior SOG/Sidewalks	$15,400.00	$0.00	$11,550.00	$0.00	$11,550.00	75.0%	$3,850.00
59	D3 - Misc. Equipment Pads	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.0%	$0.00
	COVERED SLUDGE STORAGE AREA & CENTRIFUGE BLDG.							
60	D3 - Footings, Grade Beams & Walls	$162,000.00	$162,000.00	$0.00	$0.00	$162,000.00	100.0%	$0.00
61	D3 - Thickened SOG at Trench Drains	$22,200.00	$22,200.00	$0.00	$0.00	$22,200.00	100.0%	$0.00
62	D3 - 6" SOG at 2 - Areas	$49,700.00	$49,700.00	$0.00	$0.00	$49,700.00	100.0%	$0.00
63	D3 - Equipment Pads, Containment Curbs & Walls	$15,400.00	$15,400.00	$0.00	$0.00	$15,400.00	100.0%	$0.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			Work Completed		E	F		G
A		B	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period				
64	D3 - Door/Stoop	$8,100.00				$0.00		$8,100.00
	DIGESTER BLDG. & TANK							
65	D3 - Equipment Pads	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
	DIVISION 4 - MASONRY							
	CENTRIFUGE BUILDING							
66	D4 - 12" Standard CMU's	$53,000.00	$53,000.00	$0.00	$0.00	$53,000.00	100.0%	$0.00
	DIVISION 5 - MISC. METALS							
	SITE							
67	D5 - Permanent Bollards	$7,200.00	$4,320.00	$0.00	$0.00	$4,320.00	60.0%	$2,880.00
68	D5 - Removable Bollards	$12,300.00	$9,225.00	$0.00	$0.00	$9,225.00	75.0%	$3,075.00
	ELECTRICAL BLDG.							
69	D5 - Partition Walls	$69,200.00	$69,200.00	$0.00	$0.00	$69,200.00	100.0%	$0.00
70	D5 - Roof/Ceiling Framing	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.0%	$0.00
	CENTRIFUGE BUILDING							
71	D5 - W8 x 28 Steel Lintel	$1,800.00	$1,800.00	$0.00	$0.00	$1,800.00	100.0%	$0.00
72	D5 - Monorail Framing	$11,100.00	$11,100.00	$0.00	$0.00	$11,100.00	100.0%	$0.00
73	D5 - Covered Storage Framing	$12,900.00	$12,900.00	$0.00	$0.00	$12,900.00	100.0%	$0.00
74	D5 - Steel Erection	$25,500.00	$25,500.00	$0.00	$0.00	$25,500.00	100.0%	$0.00
75	D5 - Stainless Steel Polymer Fill Station	$4,600.00	$3,680.00	$920.00	$0.00	$4,600.00	100.0%	$0.00
	DIVISION 6 - WOOD AND PLASTICS							
	CENTRIFUGE BUILDING							
76	D6 - Wood Trusses & Sheathing	$69,500.00	$69,500.00	$0.00	$0.00	$69,500.00	100.0%	$0.00
77	D6 - Wood Framing & Interior Finishes	$53,700.00	$26,850.00	$26,850.00	$0.00	$53,700.00	100.0%	$0.00
78	D6 - FRP Grating & Ladders	$11,700.00	$11,700.00	$0.00	$0.00	$11,700.00	100.0%	$0.00
	ELECTRICAL SHELTER							
79	D6 - FRP Shelter Building	$48,600.00	$48,600.00	$0.00	$0.00	$48,600.00	100.0%	$0.00
	DIVISION 7 - THERMAL & MOISTURE PROTECTION							
	ELECTRICAL BLDG.							
80	D7 - SSR Roofing & Soffit	$105,900.00	$100,605.00	$0.00	$0.00	$100,605.00	95.0%	$5,295.00
	CENTRIFUGE BUILDING							
81	D7 - SSR Roofing & Soffit	$107,200.00	$107,200.00	$0.00	$0.00	$107,200.00	100.0%	$0.00
82	D7 - Corefill Insulation	$2,900.00	$2,900.00	$0.00	$0.00	$2,900.00	100.0%	$0.00
83	D7 - EIFS Outsulation	$39,300.00	$37,335.00	$0.00	$0.00	$37,335.00	95.0%	$1,965.00
	DIVISION 8 - DOORS & WINDOWS							
	ELECTRICAL BLDG.							
84	D8 - Hollow Metal Doors, Frames & Hardware	$25,500.00	$17,085.00	$8,415.00	$0.00	$25,500.00	100.0%	$0.00
	CENTRIFUGE BUILDING							
85	D8 - FRP Door & Window	$16,800.00	$0.00	$12,600.00	$0.00	$12,600.00	75.0%	$4,200.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			Work Completed		E	F		G
A		B	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period				
86	D8 - Overhead Door (10'x12')	$16,200.00	$13,770.00	$0.00	$0.00	$13,770.00	85.0%	$2,430.00
87	D8 - Fixed Window	$3,800.00	$0.00	$2,850.00	$0.00	$2,850.00	75.0%	$950.00
	DIVISION 9 - FINISHES							
	ELECTRICAL BLDG.							
88	D9 - ACT Ceiling	$38,900.00	$19,450.00	$0.00	$0.00	$19,450.00	50.0%	$19,450.00
89	D9 - Paint Walls, Floors & Doors	$11,000.00	$5,500.00	$0.00	$0.00	$5,500.00	50.0%	$5,500.00
	CENTRIFUGE BUILDING							
90	D9 - Paint Walls, Floors & Doors	$31,000.00	$18,600.00	$9,300.00	$0.00	$27,900.00	90.0%	$3,100.00
91	D9 - Chemical Containment	$6,500.00	$6,500.00	$0.00	$0.00	$6,500.00	100.0%	$0.00
92	D9 - Piping	$5,700.00	$5,130.00	$0.00	$0.00	$5,130.00	90.0%	$570.00
	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	$140,566.30	$159,486.30	84.3%	$29,713.70
96	D11 - Plant Drain Pump Station Submersible Pumps	$89,400.00	$8,940.00	$0.00	$60,242.70	$69,182.70	77.4%	$20,217.30
	CENTRIFUGE BUILDING							
97	D11 - Centrifuge System	$619,200.00	$557,280.00	$0.00	$0.00	$557,280.00	90.0%	$61,920.00
98	D11 - Digester Sludge Pump	$30,000.00	$28,500.00	$0.00	$0.00	$28,500.00	95.0%	$1,500.00
99	D11 - Inline Grinder	$34,500.00	$32,775.00	$0.00	$0.00	$32,775.00	95.0%	$1,725.00
100	D11 - Polymer Feed System	$32,900.00	$31,255.00	$0.00	$0.00	$31,255.00	95.0%	$1,645.00
101	D11 - Polymer Bulk Tank	$7,800.00	$7,020.00	$390.00	$0.00	$7,410.00	95.0%	$390.00
	UV BUILDING							
102	D11 - UV System with Controls	$303,900.00	$303,900.00	$0.00	$0.00	$303,900.00	100.0%	$0.00
	HEADWORKS BUILDING							
103	D11 - Mechanical Bar Screen w/Controls	$159,000.00	$159,000.00	$0.00	$0.00	$159,000.00	100.0%	$0.00
104	D11 - Washer/Compactor w/Controls	$85,600.00	$85,600.00	$0.00	$0.00	$85,600.00	100.0%	$0.00
105	D11 - Grit Removal System w/Controls	$262,000.00	$262,000.00	$0.00	$0.00	$262,000.00	100.0%	$0.00
	EXISTING DIGESTER							
106	D11 - Digester Aeration & Mixing System w/Controls	$670,000.00	$636,500.00	$0.00	$0.00	$636,500.00	95.0%	$33,500.00
	EXISTING SBR TANKS							
107	D11 - MCP w/ PLC & Instrumentation	$274,800.00	$247,320.00	$0.00	$0.00	$247,320.00	90.0%	$27,480.00
	DIVISION 13 - SPECIAL CONSTRUCTION							
	SCADA / INTEGRATION							
108	D13 - SCADA, Control Panels, MCC, Field Instrumentation	$765,000.00	$76,500.00	$0.00	$598,938.00	$675,438.00	88.3%	$89,562.00
	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:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			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)
109	D14 - Hoist & Monorail	$27,700.00				$0.00		$27,700.00
	HEADWORKS BUILDING							
110	D14 - Screw Conveyor	$70,200.00	$66,690.00	$0.00	$0.00	$66,690.00	95.0%	$3,510.00
	DIVISION 15 - MECHANICAL							
	PROCESS PIPING							
111	D15 - Influent PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$49,000.00	$0.00	$0.00	$16,935.80	$16,935.80	34.6%	$32,064.20
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	$0.00	$4,488.80	$4,488.80	23.0%	$15,011.20
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	$86,800.00	$0.00	$0.00	$86,800.00	100.0%	$0.00
118	D15 - Centrifuge Bldg. - Sch 80 PVC Polymer Feed System	$27,100.00	$25,745.00	$1,355.00	$0.00	$27,100.00	100.0%	$0.00
119	D15 - Sludge Transfer Pump Bldg - DI Pipe, Fittings & Valves	$5,700.00	$0.00	$0.00	$684.20	$684.20	12.0%	$5,015.80
120	D15 - Headworks Bldg. - DI Pipe, Fittings & Valves	$47,200.00	$47,200.00	$0.00	$0.00	$47,200.00	100.0%	$0.00
121	D15 - Headworks Bldg. - Sch 80 PVC Drains	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.0%	$0.00
122	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" SS Air Pip	$11,600.00	$11,600.00	$0.00	$0.00	$11,600.00	100.0%	$0.00
123	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" Sch 40 PV	$3,200.00	$3,200.00	$0.00	$0.00	$3,200.00	100.0%	$0.00
124	D15 - Ex. Digester Tank - 6" DI Pipe & Fittings w/Elec. Actuated T-Va	$43,000.00	$43,000.00	$0.00	$0.00	$43,000.00	100.0%	$0.00
125	D15 - Ex. Digester Tank - 10" SS Pipe & Valve Air Supply Line to Mai	$19,500.00	$19,500.00	$0.00	$0.00	$19,500.00	100.0%	$0.00
126	D15 - Ex. Digester Tank - Pipe Penetrations to Tank by Mack Ind.	$15,700.00	$15,700.00	$0.00	$0.00	$15,700.00	100.0%	$0.00
127	D15 - Digester Blower Pad - 10" & 8" SS Pipe, Fittings & Valves	$15,800.00	$15,800.00	$0.00	$0.00	$15,800.00	100.0%	$0.00
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	$35,800.00	$0.00	$0.00	$35,800.00	100.0%	$0.00
130	D15 - Centrifuge Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BFF	$46,200.00	$46,200.00	$0.00	$0.00	$46,200.00	100.0%	$0.00
131	D15 - Centrifuge Bldg. - Sch 80 PVC Drain Pipe, Fittings, Floor Drains	$16,700.00	$16,700.00	$0.00	$0.00	$16,700.00	100.0%	$0.00
132	D15 - Centrifuge Bldg. - Plumbing Fixtures & Eyewash/Shower	$32,800.00	$32,800.00	$0.00	$0.00	$32,800.00	100.0%	$0.00
	HVAC							
133	D15 - Electrical Bldg. - Split System HVAC Unit	$22,600.00	$20,340.00	$0.00	$0.00	$20,340.00	90.0%	$2,260.00
134	D15 - Centrifuge Bldg. - Exhaust Fans, Louvers, Unit Heaters	$29,900.00	$25,415.00	$1,495.00	$0.00	$26,910.00	90.0%	$2,990.00
	DIVISION 16 - ELECTRICAL							
	ELECTRICAL WORK BY S&S ELECTRIC							
135	D16 - Electrical Demolition	$163,500.00	$135,705.00	$3,270.00	$0.00	$138,975.00	85.0%	$24,525.00
136	D16 - Lighting - Material	$11,300.00	$11,300.00	$0.00	$0.00	$11,300.00	100.0%	$0.00
137	D16 - Lighting - Labor	$8,900.00	$0.00	$4,450.00	$0.00	$4,450.00	50.0%	$4,450.00
138	D16 - Gear - Material	$278,300.00	$278,300.00	$0.00	$0.00	$278,300.00	100.0%	$0.00
139	D16 - Gear - Labor	$60,900.00	$54,810.00	$0.00	$0.00	$54,810.00	90.0%	$6,090.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			Work Completed		E	F		G
A		B	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period				
140	D16 - Emergency Generator - Material	$382,500.00	$286,875.00	$0.00	$0.00	$286,875.00	75.0%	$95,625.00
141	D16 - Emergency Generator - Labor	$22,700.00	$11,350.00	$0.00	$0.00	$11,350.00	50.0%	$11,350.00
142	D16 - Devices - Material	$5,600.00	$1,680.00	$560.00	$0.00	$2,240.00	40.0%	$3,360.00
143	D16 - Devices - Labor	$7,300.00	$2,190.00	$730.00	$0.00	$2,920.00	40.0%	$4,380.00
144	D16 - Boxes/Troughs - Material	$101,900.00	$81,520.00	$5,095.00	$0.00	$86,615.00	85.0%	$15,285.00
145	D16 - Boxes/Troughs - Labor	$59,900.00	$37,138.00	$4,792.00	$0.00	$41,930.00	70.0%	$17,970.00
146	D16 - SCADA Equipment Install - Labor	$25,800.00	$0.00	$5,160.00	$0.00	$5,160.00	20.0%	$20,640.00
147	D16 - Conduit - Material	$380,500.00	$323,425.00	$11,415.00	$0.00	$334,840.00	88.0%	$45,660.00
148	D16 - Conduit - Labor	$634,000.00	$443,800.00	$31,700.00	$0.00	$475,500.00	75.0%	$158,500.00
149	D16 - Cable - Material	$487,600.00	$73,140.00	$73,140.00	$0.00	$146,280.00	30.0%	$341,320.00
150	D16 - Cable - Labor	$358,000.00	$53,700.00	$53,700.00	$0.00	$107,400.00	30.0%	$250,600.00
151	D16 - Grounding - Material	$12,000.00	$3,600.00	$1,800.00	$0.00	$5,400.00	45.0%	$6,600.00
152	D16 - Grounding - Labor	$20,700.00	$5,796.00	$3,519.00	$0.00	$9,315.00	45.0%	$11,385.00
153	D16 - Temporary Electric	$53,500.00	$44,405.00	$0.00	$0.00	$44,405.00	83.0%	$9,095.00
	BID ALTERNATE A - INFLUENT METERING VAULT							
154	Bonds & Insurance	$2,800.00	$2,800.00	$0.00	$0.00	$2,800.00	100.0%	$0.00
155	Demolition	$14,000.00	$14,000.00	$0.00	$0.00	$14,000.00	100.0%	$0.00
156	Excavation & Backfill	$7,600.00	$7,600.00	$0.00	$0.00	$7,600.00	100.0%	$0.00
157	Precast Concrete Vault	$23,000.00	$23,000.00	$0.00	$0.00	$23,000.00	100.0%	$0.00
158	Piping, Fittings, Valves & Supports	$45,000.00	$45,000.00	$0.00	$0.00	$45,000.00	100.0%	$0.00
159	16" Mag Meter	$14,600.00	$13,140.00	$0.00	$0.00	$13,140.00	90.0%	$1,460.00
160	Electrical Material	$16,000.00	$1,600.00	$14,400.00	$0.00	$16,000.00	100.0%	$0.00
161	Electrical Labor	$29,000.00	$0.00	$29,000.00	$0.00	$29,000.00	100.0%	$0.00
	BID ALTERNATE B - WAS METERING VAULT							
162	Bonds & Insurance	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
163	Demolition	$14,700.00				$0.00		$14,700.00
164	Excavation & Backfill	$10,200.00	$7,650.00	$0.00	$0.00	$7,650.00	75.0%	$2,550.00
165	Precast Concrete Vault	$21,000.00	$21,000.00	$0.00	$0.00	$21,000.00	100.0%	$0.00
166	Piping, Fittings, Valves & Supports	$65,600.00	$65,600.00	$0.00	$0.00	$65,600.00	100.0%	$0.00
167	Flow Meters	$17,100.00	$15,390.00	$0.00	$0.00	$15,390.00	90.0%	$1,710.00
168	Misc. Metals	$23,000.00	$16,100.00	$0.00	$0.00	$16,100.00	70.0%	$6,900.00
169	Electrical Material	$33,000.00	$6,600.00	$0.00	$0.00	$6,600.00	20.0%	$26,400.00
170	Electrical Labor	$46,000.00	$4,600.00	$0.00	$0.00	$4,600.00	10.0%	$41,400.00
	CHANGE ORDER #1							
171	CHANGE ORDER #1	$498,183.42	$498,183.42	$0.00	$0.00	$498,183.42	100.0%	$0.00
172	CHANGE ORDER #2	$41,179.57	$41,179.57	$0.00	$0.00	$41,179.57	100.0%	$0.00
173	CHANGE ORDER #3	$90,351.00	$78,605.27	$0.00	$0.00	$78,605.27	87.0%	$11,745.73
		$0.00	$0.00	$0.00	$0.00	$0.00		$0.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	20
Application Period:	5/01/24-5/31/24	Application Date:	5/31/2024

			Work Completed		E	F		G
A		B	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period				
	SubTotal	**$10,780,713.99**	**$7,764,433.26**	**$348,571.00**	**$823,855.80**	**$8,936,860.06**	**82.9%**	**$1,843,853.93**

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Stored Material Summary

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT							Application Number:	20		
Application Period:	5/01/24-5/31/24							Application Date:	5/31/2024		
A		B	C		D		E		F		G
					Stored Previously				Incorporated in Work		
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section	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)
34, 37, 42, 158, 166	S100204638.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping & Bid Alternates	1/2023	$16,302.08		$16,302.08	9/2023	$11,193.08	$5,109.00
111, 113, 117, 119, 158, 166	S100198279.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Mechanical Piping & Bid Alternates	1/2023	$33,962.32		$33,962.32	12/2023	$22,172.47	$11,789.85
136	3624349		onsite	Scott Electric - lighting	1/2023	$3,299.00		$3,299.00	3/2023	$3,299.00	
42	S100204638.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping	1/2023	$5,281.95		$5,281.95	9/2023	$5,281.95	
158	S100198279.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Bid Alternate A	1/2023	$7,075.75		$7,075.75	10/2023	$7,075.75	
138	S6606924.005, S6606924.003		onsite	Schaedler yesco electrical material for gear	2/2023	$2,481.00		$2,481.00	3/2023	$2,481.00	
13	21073974		Inwood shop	ISCO Industries Piping for Bypass pump	2/2023	$6,795.23		$6,795.23	3/2023	$6,795.23	
43	S100207506.001		Inwood shop	CITCO Water - Nyloplast Drain Basins	2/2023	$14,097.00		$14,097.00	4/2023	$14,097.00	
171	483242		Inwood shop	Skyline Steel - H-Piles	3/2023	$62,060.00		$62,060.00	4/2023	$62,060.00	
106	6183.03-.05		Inwood shop	Enviromix, Inc. - Digester Aeration & Mixing Sys w/Controls	3/2023	$259,425.00		$259,425.00	9/2023	$259,425.00	
157,165	MIVC0029470		Inwood shop	Mack Industries - PS Meter Vault, WAS Valve Vault	4/2023	$33,815.00		$33,815.00	12/2023	$33,815.00	
102	902090889		Inwood shop	Veolia UV System	4/2023	$237,600.00		$237,600.00	10/2023	$237,600.00	
117	S100211394.001		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$5,774.80		$5,774.80	12/2023	$5,774.80	
117	S100209868.002		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$4,582.50		$4,582.50	12/2023	$4,582.50	
117	S100198279.004		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$3,386.75		$3,386.75	12/2023	$3,386.75	
111,120	S100209822.004		Inwood shop	CITCO Water - Process Piping for HW Bldg & Inf PS	4/2023	$11,549.36		$11,549.36	7/2023	$4,339.41	$7,209.95
33	S100213814.001		Inwood shop	CITCO Water - Yard Piping for Water Svc to Centrifuge Bldg	4/2023	$5,871.20		$5,871.20	8/2023	$5,871.20	
158	S100211150.003		Inwood shop	CITCO Water - Piping for Bid Alternate A - Inf. Metering Vault	4/2023	$5,581.64		$5,581.64	9/2023	$5,581.64	
105	9865-1, 9865-2		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	4/2023	$70,462.00		$70,462.00	7/2023	$70,462.00	
13	0134274-IN		Inwood shop	Precision Pump & Valve - Pumps for bypass	4/2023	$32,204.00		$32,204.00	5/2023	$32,204.00	
103,104	93254		Inwood shop	Zima Corporation - Bar Screen, Washer/Compactor	4/2023	$165,750.30		$165,750.30	7/2023	$165,750.30	
108	220802-1		Inwood shop	Micro-Tech Designs, Inc. - SCADA equipment	4/2023	$36,698.00		$36,698.00			$36,698.00
106	6183.06		Inwood shop	Enviromix, Inc. - Diffusers, Aeration piping, pipes/supports	5/2023	$77,827.50		$77,827.50	9/2023	$77,827.50	
125,127	683		Inwood shop	B.A. Martin Welding - SS Piping for Digester	5/2023	$18,779.95		$18,779.95	10/2023	$18,779.95	
71-75	1457		Inwood shop	Southern Steel Products Company - Misc. Metals for Cent. Bldg	5/2023	$38,450.00		$38,450.00	2/2024	$38,450.00	
95-96	9261		Inwood shop	Pumpman Pittsburgh - Submersible Pumps	5/2023	$200,809.00		$200,809.00			$200,809.00
105	9865-3		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	6/2023	$134,158.00		$134,158.00	8/2023	$134,158.00	
166	S100198279.005		Inwood shop	CITCO Water - Plug valves	7/2023	$26,796.00		$26,796.00	12/2023	$26,796.00	
106	6183.07		Inwood shop	Enviromix, Inc. - Digester Blowers	7/2023	$181,597.50		$181,597.50	10/2023	$181,597.50	
97	PSI-31936		Inwood shop	Centrisys - Centrifuge System	9/2023	$499,840.00		$499,840.00	1/2024	$499,840.00	
108	220802-2		Inwood shop	Micro-Tech Designs, Inc. - Controls and Instrumentation	9/2023	$14,087.00		$14,087.00			$14,087.00
134	111977-00		Inwood shop	Aircon Engineering - Unit Heaters, Louvers, Split System	9/2023	$26,918.00		$26,918.00	3/2024	$26,918.00	
83	1327		Inwood shop	Kephart Plaster and Stone - EIFS Outsulation	11/2023	$13,000.00		$13,000.00	12/2023	$13,000.00	
78	10033728		Inwood shop	Fibergrate Composite Structures - FRP Ladder	11/2023	$2,975.00		$2,975.00	2/2024	$2,975.00	
166	S100234535.004		Inwood shop	CITCO Water - DI Piping	11/2023	$8,800.61		$8,800.61	12/2023	$8,800.61	
108	220802-3, 4		onsite	Micro-Tech Designs-Float Control Panels, Eff./Drain Pumps	2/2024	$29,479.00		$29,479.00			$29,479.00
108	220802-5		onsite	Micro-Tech Designs - Influent Pump VFD	5/2024		$105,434.00				$105,434.00
108	220802-6		onsite	Micro-Tech Designs - MCC Panels	5/2024		$413,240.00				

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Stored Material Summary

Contractor's Application

For (Contract): CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT								Application Number: 20			
Application Period: 5/01/24-5/31/24								Application Date: 5/31/2024			
A		B	C		D		E		F		G
					Stored Previously				Incorporated in Work		
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section	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)
				Totals		**$2,297,572.44**	**$518,674.00**	**$2,297,572.44**		**$1,992,390.64**	$823,855.80

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Micro-Tech Designs, Inc.
4312 Black Rock Rd., Suite 1
Hampstead, MD 21074
Phone (410) 239-2885, Fax (410)239-3736

Invoice

Invoice Number: 220802-5

Invoice Date: 5/16/24

Page: 1

Sold To:

Alvarez Contractors, Inc.
PO Box 555
Oakland, MD 21550

Ship To:

Customer ID: ALVAREZ

Customer PO	Payment Terms	Sales Rep ID	Due Date
16000	Net 30 Days		6/15/24

Ship Via	Ship Date
Best Way	

Qty.	Description	Unit Price	Amount
1.00	RIO1 for Charles Town WWTP Improvements	28,631.00	28,631.00
1.00	RIO2	35,052.00	35,052.00
3.00	Influent Pump VFD	13,917.00	41,751.00
	Tax Exempt Certificate : 320280357		

Subtotal	105,434.00
Sales Tax	
Total Invoice Amount	105,434.00
Payment Received	0.00
TOTAL	105,434.00

Check No:

1.5% per month will be charged on all past due balances

SM Nov

Micro-Tech Designs, Inc.
4312 Black Rock Rd., Suite 1
Hampstead, MD 21074
Phone (410) 239-2885, Fax (410)239-3736

Invoice

Invoice Number: 220802-6

Invoice Date: 5/28/24

Page: 1

Sold To:

Alvarez Contractors, Inc.
PO Box 555
Oakland, MD 21550

Ship To:

Customer ID: ALVAREZ

Customer PO	Payment Terms	Sales Rep ID	Due Date
16000	Net 30 Days		6/27/24

Ship Via	Ship Date
Best Way	

Qty.	Description	Unit Price	Amount
1.00	Motor Control Center MCC-1 for Charles Town WWTP Improvements Project	268180.00	268,180.00
1.00	Motor Control Center MCC-2 Modifications	145060.00	145,060.00
	Tax Exempt Certificate : 320280357		

Subtotal	413,240.00
Sales Tax	
Total Invoice Amount	413,240.00
Payment Received	0.00
TOTAL	413,240.00

Check No:

1.5% per month will be charged on all past due balances

Date: June 26, 2024

Charles Town Utility Board
2022 Renewal and Replacement Project
Schedule B

A. COST OF PROJECT	APPROVED CONSTRUCTION BUDGET	Paid by CTUB from Operating Account 12/14/2023-2/14/2024	Paid by CTUB from Operating Account 2/15/2024-4/10/2024	Paid by CTUB from Operating Account 4/11/2024-5/8/2024	Paid by CTUB from Operating Account 5/9/2024-6/26/2024	Resolution No. 16 Contractor's Application for Payment No. 16	Resolution No. 17 Contractor's Application for Payment No. 17	Resolution No. 18 Contractor's Application for Payment No. 18	Resolution No. 19 Contractor's Application for Payment No. 19	Resolution No. 20 Contractor's Application for Payment No. 20	BALANCE REMAINING
1 **CONSTRUCTION**											
a. Contract	$ 10,151,000.00					$ 125,791.52	$ 231,456.69	$ 74,676.45	$ 277,040.90	$ 823,882.75	$ 2,278,951.20
b. Construction Contingency 5% - (See note #2, 5 and 6 below)	$ 299,525.43										$ 299,525.43
c. Change Order #1 (See note #1 below)	$ 498,183.42										$ -
d. Change Order #2	$ 41,179.57										$ -
e. Change Order #3	$ 90,351.00					$ 6,324.57	$ 23,491.26	$ 3,614.00			$ 11,745.73
f. Change Order #4	$ 76,494.00										$ 76,494.00
2 **ENGINEERING SERVICES**											
GDF Engineering fees (including CA and RPR)	$ 760,000.00	$ 7,050.87	$ 2,873.49	$ 2,329.80	$ 1,733.14						$ 41,108.13
Additional RPR inspection	$ 125,000.00	$ 19,765.50	$ 21,537.64	$ 12,607.15	$ 20,840.95						$ 50,248.76
Initial GDF R&R Report	$ 40,082.50										$ -
3 **LEGAL SERVICES**											
a. Local Project Attorney	$ 20,000.00		$ 148.75								$ 14,244.00
4 **ADMINISTRATIVE SERVICES**											
a. Project Accountant (CPA)	$ 20,000.00										$ 9,112.50
b. Other Administrative Costs	$ 10,000.00										$ 3,151.74
5 **Total Project Costs Lines 1-6**	**$ 12,131,815.92**	**$ 26,816.37**	**$ 24,559.88**	**$ 14,936.95**	**$ 22,574.09**	**$ 132,116.09**	**$ 254,947.95**	**$ 78,290.45**	**$ 277,040.90**	**$ 823,882.75**	**$ 2,784,581.49**
B. SOURCES OF FUNDS	**APPROVED PROJECT FUNDING**										
1 PROJECT FUNDS											
Internal Funds & EEG Grant											
a. Capacity Improvement Fees	$ 1,170,163.00										$ 1,170,163.00
b. Renewal & Replacement (See note #3 & #4 below)	$ 500,000.00										$ 1,816.58
c. Operating Cash	$ 1,515,122.92	$ (26,816.37)	$ (24,559.88)	$ (14,936.95)	$ (22,574.09)						$ 657,905.55
d. EEG Grant Funds	$ 1,966,030.00					$ (132,116.09)		$ (78,290.45)	$ (277,040.90)	$ (823,882.75)	$ 134,926.20
Total Internal Funds & EEG Grant Funds	**$ 5,151,315.92**										**$ 1,964,811.33**
Bond Proceeds											
e. 2022B & 2022C Construction Fund Account	**$ 6,980,500.00**					$ -	$ (254,947.95)	$ -			**$ 819,770.16**
Total Funds Available	**$ 12,131,815.92**	**$ (26,816.37)**	**$ (24,559.88)**	**$ (14,936.95)**	**$ (22,574.09)**	**$ (132,116.09)**	**$ (254,947.95)**	**$ (78,290.45)**	**$ (277,040.90)**	**$ (823,882.75)**	**$ 2,784,581.49**

Note #1 - March 1, 2023 this line item was increased to include the full amount of Change Order #1. Internal funds that were previously allocated for the Collection System project will be dedicated to this Change Order. This will require an increase of the requested funds from CWSRF for the Collection System Project.
Note #2 - March 8, 2023 this line item was decreased by $41,179.57 to include the full amount of Change Order #2.
Note #3 - Pay App #7 in the amount of $1,068,229.84 includes $298,910 from Change Order #1. $769,319.84 will be paid from the 2022B and $298,910 will be paid from the Renewal & Replacement Account.
Note #4 - Pay App #8 in the amount of $872,756.88 includes the remaining balance of $199,273.42 from Change Order #1. $673,483.46 will be paid from the 2022B and $199,273.42 will be paid from the Renewal & Replacement Account.
Note #5 - August 23, 2023 this line item was decreased by $90,351 to include the full amount of Change Order #3.
Note #6 - June 26, 2024 this line item was decreased by $76,494 to include the full amount of Change Order #4.

COMPOSITEK

COMPOSITEK, L.L.C.
P.O. Box 1135
Gibsonia, PA. 15044-1135
(412) 980-6915
mwrnr@aol.com

May 24, 2024

Reference Project:
Charles Town WTP Sed Basin Baffles – Charles Town, WV

Compositek Representative:
Kappe Associates, Inc
Phone (412) 373-9303
Fax (412) 334-2985
Attn: Brian Fenstemaker

Equipment: COMPOSITEK's is pleased to provide pricing for the manufacture and delivery of the FRP Baffle Walls required at the Charles Town Water Treatment Plant. The design is based upon provided drawings, and specifications for Fiberglass Reinforced Plastic (FRP) Baffle Walls, and on email communication from Christopher M. Eckenrode, with GDF Engineers.. The drawings identify the requirement for (2) FRP Baffle walls of approximate height of 11' 6" above concrete floor, and width of 20' 0". The bottom of the wall be positioned approximately 24" above the concrete floor to achieve design flow characteristics. The FRP Baffle Walls' components will be constructed of high quality corrosion resistant, UV stabilized, polyester resin. Connection hardware will be provided in 316 stainless steel. The Baffle Wall panels will be COMPOSITEK's interlocking FRP baffle panels, fastened with Stainless Screws to FRP Beams spanning the tank width and clip mounted to the tank walls.

COMPOSITEK's price for these (2) FRP Baffle Walls, including all FRP components, stainless steel fasteners and anchors, engineered shop drawings and delivery to the jobsite is…… **$ 44,300.00**

COMPOSITEK's price excludes installation, and inspection of the existing concrete condition. Some cutting and drilling of the FRP members will be required by the installing contractor. Direction for the location, dimensions, and methods of field fabrication will be provided by COMPOSITEK.

FOB: Shipping Point, Freight allowed.

SUBMITTAL DRAWINGS: 2 to 3 weeks after order.

SHIPMENT: 6 to 8 weeks after receipt of approved submittals.

TERMS OF PAYMENT: 100% net 30 days on shipment

This quotation is valid for six months after date of issue.

Thank you for the opportunity to quote this material. For questions regarding this project quotation please contact COMPOSITEK's representative, Kappe Associates, at the number listed above.

Michael Werner – President

COMPOSITEK, L.L.C.

CTUB BAFFEL WALLS INSTALLATION

SNYDER ENVIRONMENTAL SERVICES INC

270 INDUSTRIAL BLVD

KEARNEYSVILLE, WV 25430

Contact: **William Landsaw**

Phone: **304.725.9140 x204**

E-Mail: **WLANDSAW@SNYDERENV.COM**

Quote To:	CTUB	Job Name:	CTUB BAFFEL WALLS
Attn:	Kristen M. Stolipher	Date of Plans:	
	661 South George Street, Suite 101	Proposal Date:	2024.06.25
	Charles Town, WV 25414	Revision Date:	
Phone:	304-725-2316 X3285		
Fax:			
E-Mail:	kstolipher@ctubwv.com		

BAFFEL WALLS BY OWNER

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
101000	INSTALL BAFFEL WALL (PER SIDE)	2.00	EA	7,500.00	15,000.00

GRAND TOTAL **$15,000.00**

NOTES:

THIS PROPOSAL IS VALID FOR FIFTEEN (15) DAYS FORM DATE OF PROPOSAL

SPECIAL PROVISIONS

1. Pricing Structure: Unless a lump-sum price is explicitly stated for the work described herein, it is mutually understood and agreed that the unit price item quantities mentioned above are provided as estimates. Payment shall be based on the actual quantities of work performed by SES at the specified unit prices.

TERMS AND CONDITIONS

1. Payment Terms: Payment in full for all work carried out under this agreement for any given month shall be remitted no later than the tenth day of the subsequent month. Final and complete payment for all work performed under this agreement must be completed within fifteen (15) days after the work's conclusion. Interest will be applied on all unpaid balances from the due date to the date of payment at the higher of the highest legal rate in the jurisdiction of the Contract's execution or one and one-half percent (1 1/2%) per month, whichever is lower. You agree to cover all costs and expenses incurred by SES in the process of collecting amounts owed under this Agreement, including court costs and attorney's fees. Payments received will be allocated to open items on unpaid invoices in an order and sequence determined by SES at its sole discretion. All funds paid to you for our work will be held in trust for our benefit. Credit card payments may be subject to additional fees.
2. Credit Approval: SES is not obligated to commence work as outlined in this Contract until your credit has been verified and approved by our Credit Department. This Proposal and Contract shall become null and void if your credit is not approved. If credit conditions become unsatisfactory at any time prior to the completion of the work, you shall provide adequate security upon our request. In the event that you fail to provide adequate security, we reserve the right to suspend the work.
3. Entire Agreement: This document constitutes the entire agreement between the parties, regardless of any prior proposals or communications. Any deviations from the specifications or modifications to the terms of this Contract, as well as any extra or incidental work or reductions in work, must be documented in writing and signed by both parties before such changes are implemented. Any adjustments to the Contract price resulting from such changes shall be included in the written agreement.
4. Insurance Obligations: SES will provide and pay for Worker's Compensation Insurance covering its employees, as well as General Liability and Property Damage Insurance. You are required to maintain General Liability and Property Damage Insurance adequate to safeguard against any and all claims and liabilities arising from the performance of the work, including those arising under your agreement to indemnify and hold SES harmless under this Contract. SES will also be responsible for the collection and payment of Social Security and State Unemployment Taxes applicable to its employees.
5. Access to Work Area: Suitable access to the work area shall be provided by you. If our work is dependent upon or must be

coordinated with the work of others, their work must be executed in a manner that enables SES to carry out its work without interruptions.

6. Force Majeure: SES shall not be liable for any failure to undertake or complete the work due to causes beyond its control. SES may suspend the work for such causes, including, but not limited to, fire, flood, utility presence, labor disputes, accidents, and other unforeseen events.

7. Indemnification: You agree to indemnify and hold SES harmless from any suit, claim, liability, cost, or expense related to certain aspects of the work, including, but not limited to, sidewalks, driveways, subsurface conditions, and alleged damages to persons or property. SES shall not be responsible for damage or deterioration resulting from causes beyond its control.

8. Jurisdiction and Venue: The proper jurisdiction and venue for adjudication concerning this Contract is Jefferson County, West Virginia, and you waive any right to jurisdiction and venue in any other place.

If you accept the terms and conditions outlined above, please acknowledge your acceptance by signing in the space provided and return all copies for signatures. Upon receipt and execution by SES, this document will constitute the full and complete agreement between the parties.

AGREED AND ACCEPTED:

_____ Snyder Environmental Services, Inc.
(Firm Name)

By _____ By _____
Brandon Duriez, Vice President

_____
(Printed / Typed Name & Title)

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT WILLIAM LANDSAW AT 304.725.9140 X204

STH, Inc.
97 D Monocacy Blvd
Frederick MD 21701
Phone: (301) 682-3390
Fax: (301) 682-3391

Quote

Quote # QTE25877

Date 5/10/2024

Bill To

Charles Town Utility Board
661 South George Street
suite 101
Charles Town WV 25414
United States

Ship To

TOTAL

$64,850.00

Expires: 6/9/2024

Title
CTUB - Job Corps PS - PS3-8

Account Rep	Terms
Cameron A Hallock (301) 370-3949	Net 30

Item	Amount
45/45/10 PAYMENT SCHEDULE PAYMENT TERMS: 45/45/10 PAYMENT SCHEDULE 45% Due at Release of Components to Production 45% Due at Shipment of Material to Job Site/Customer/Offsite Storage Note: STH must receive payment five business days prior to the estimated ship date. 10% Balance due at startup or 60 days from shipment, whichever occurs first. STH STANDARD CONDITIONS: Start-up & Warranty will not be provided until complete payment has been received. All applicable federal and state taxes NOT included. F.O.B. Shipping Point TERMS: Purchase Order or Signed Purchase Agreement. Payment: Per payment schedule; Past due accounts are subject to 2% per month service charge; annual percentage rate of 24%. All attorney fees and court costs incurred in collection of past due accounts will be added to amount due. No warranty or service will be honored on any equipment that has not been paid in full.	
STH Proposal STH Sewage Pump Unit Proposal, to Include the Following: Qty.2 Myers Submersible Grinder 15hp HH Pumps Rated for 120 GPM @ 178 ' TDH 15 HP, 3450 RPM, 240 V/ 3 PH/60 HZ Double Seal, Oil-Filled Motor **Please Confirm Site Voltage** Qty.2 Lift Out Rail System(s) (2" SS Guide Rails by Contractor)	$64,850.00

STH, Inc.
97 D Monocacy Blvd
Frederick MD 21701
Phone: (301) 682-3390
Fax: (301) 682-3391

Quote

Quote # QTE25877

Date 5/10/2024

Item	Amount
Qty.2 2" SS Top Rail Support(s) Qty.2 20' Lifting Chain(s) Qty.1 Duplex Control Panel, to Include: NEMA 3RX SS Enclosure, Station View Alarm Light, Alarm Buzzer with Silence Auxiliary Contacts for HWA Integrated PumpWatch remote monitoring Qty.1 50' cable/ Submersible transducer Qty.6 Mercury Float Switches, 50' Qty. 1 STH Start-Up Supervision Included, 1Day Qty.1 F.O.B. Factory Freight Allowed Note the below Exceptions and/or Exclusions: No Specifications reviewed pricing subject to change *** Pricing based on existing review and calculations only *** Installation, Wiring, Piping, Valves, Flex Connectors, Field Testing, & Sensors Beyond Unit Are Not Included In Pricing.	

*****Quoted price does not include Federal, State, or Local Sales Tax.*****

Subtotal	$64,850.00
Tax Total (%)	$0.00
Total	$64,850.00

Terms and Conditions:

Dear Valued Customer,

Unless specified otherwise, quoted price does not include shipping or freight charges. FOB Shipping Point. Start-up and Warranty will not be provided until complete payment has been received. All terms subject to credit approval. Past due accounts are subject to 2% per month service charge. APR of 24%. All attorney fees and court costs incurred in collection of past due accounts will be added to amount due. The above is accepted subject to the terms as stated. Payment will be issued in accordance with STH terms. I accept a fax or e-mail of this agreement to be as legally binding as an original document. If tax exempt, include a copy of your tax certificate. State law requires us to have a copy on file. Quotes Valid for 30 days.

PO #: _____ Date: _____ STH Authorization: _____ Date: _____

Company Name: _____ Date: _____

Authorized:_____ Title: _____

RETURN TO: DEWBERRY ENGINEERS INC.
8401 Arlington Boulevard
Fairfax, VA 22031
703.560.6366 phone | 703.468.2212 fax

CLIENT: CHARLES TOWN UTILITY BOARD
661 South George Street, Suite 101
Charles Town, WV 25414
304.724.7080 phone

PROJECT INFORMATION

Name: Water Model Update
Dewberry PM: R. Kincheloe
Dewberry BU: 1651
Task Order Number: 08
Task Order Date: May 3, 2024

A. Method of Payment and Contract Amount

The projected hours and estimated fee for this project are summarized in Attachment "A" and shall not exceed $54,730 without written permission from CTUB. Payment will be in accordance with the agreed hourly rate schedule and based upon actual expenditures for the project.

B. Terms and Conditions

The standard terms and conditions for this Task Order are pursuant to the Engineering Services Agreement (dated September 26, 2018 and Amended March 21, 2024) for Dewberry's Services performed under this Agreement.

C. Description of Services

Services covered by this Task Order will be performed in accordance with the Attachments referenced above. This Task Order supersedes all prior agreements and understandings and may only be changed by written amendment executed by both parties. Dewberry will not be required to render services until this Agreement is signed, returned and the applicable retainer, if appropriate, is paid in full. Dewberry is an equal opportunity employer and, as such, complies with Section 202 of Executive Order 11246 as amended.

Authorized Signatures:

CTUB Charles Town Utility Board		ENGINEER Dewberry Engineers Inc.
	Authorized Signature	
Kristen M. Stolipher	Print Name	Richard Kincheloe
Utility General Manager	Title	Senior Associate
	Date	May 20, 2024

PURPOSE OF PROJECT

The purpose of this Task Order is to update the existing water model to reflect existing conditions as of January 2024. This will include incorporating all new infrastructure constructed since 2018, incorporating operational changes, and identifying conceptual improvements needed to meet current demand including fire flow allowances. Evaluations of future scenarios is excluded from this work.

PHASE 1 – REPORT PHASE

Task 1A – Team Chartering Meeting and Progress Meetings

A Team Chartering Meeting will be held with CTUB staff to discuss project goals, objectives, requirements, schedule, and other coordination issues. A meeting agenda will be provided before the meeting and, following the meeting, a summary shall be prepared to highlight all key issues and decisions discussed.

Four other progress meetings are envisioned throughout the project to review interim progress and obtain clarifications.

Task 1B – Review of Existing Information

Review of existing information to be furnished by the CTUB as it relates to the needs of the project will generally consist of the following:

- "Record Drawings" and all available relevant information pertaining to existing utility system under review, or to be modified.
- Historic and projected water demands relevant to the project. Projected flows or demand should include initial capacities, as well as projected peak flow rates.
- Existing Hydraulic Models.
- A functional description of how existing tanks, booster pump stations, high-service pumps, and other infrastructure is currently operated and controlled.
- Record equipment submittal data such as pump curves, pump catalog data, tank dimensional data and overflow elevations, etc.
- Customer billing records (usage by month, physical address) for all customers for the last 12 months (in MS Excel).
- Prior estimates of water loss in the existing distribution system.
- Historical hydrant test data.
- SCADA data for pumps and tanks for the last 12 months (in MS Excel).
- Water production data.
- Planimetry and topography. Information should include existing aerial photography and/or photogrammetry, if any.
- CTUB standards and preferences for piping, valves, pumps and equipment.

To facilitate sharing of such information, Dewberry will create a One Drive folder for storage of key project information for collaboration among the CTUB, Dewberry and other authorized stakeholders.

Task 1C – Historic Hydrant Testing Data Review

Dewberry will review available hydrant testing records against SCADA data and compare field results to model results to validate the calibration of the water model. If additional hydrant tests are required, Dewberry will coordinate with CTUB and CTUB will perform the additional testing and provide the results to Dewberry for inclusion in the model.

Task 1D – Development of Model Criteria

The design criteria to be developed may include the following:

- Pipe materials and classes
- Type and manufacturer of equipment
- Hydraulic criteria
- Peak and Hourly demand patterns
- Pressure requirements
- Storage requirements
- Fire flow requirements
- Minimum and maximum velocity in pipe
- System controls, if any
- Reliability requirements
- Site constraints
- Electrical distribution and power requirements, if any

Task 1E – Quality Control Review of Existing Model vs. Record Drawings

The existing model (developed by others) will be reviewed against available record drawings. Observed discrepancies between the record drawings and the model data will be documented and forwarded to CTUB for resolution. The model will be updated as directed by CTUB to resolve the observed discrepancies.

Task 1F – Update Model

The draft hydraulic model will be updated to add new control settings, recently added infrastructure and distribute customer demand data to nodes.

A workshop will be conducted with CTUB to review physical system changes and control changes that have occurred since 2018.

Dewberry will generate and import digital elevation data from USGS (or best available data source) for the region. The elevation data will be used to automatically assign elevations to the various model nodes.

Task 1G – Hydraulic Model Validation

Dewberry will validate the model using existing SCADA data, operational data, hydrant data, and the functional descriptions provided by CTUB. Methods to improve the calibration through additional hydrant tests at specific model nodes will be documented in a field calibration plan which can be executed by CTUB.

Task 1H – Improvement Validation

While development of a full capital improvements plan is beyond the scope of the initial water modeling effort, Dewberry will review the water model to validate the improvements recommended in the 2020 Water Model Update.

Conceptual level recommendations to improve the system in the near-term will be identified which may include: parallel lines, looping the system, pressure reducing valves, additional storage, booster pump stations, process controls and operational enhancements.

Task 1I – Summary Report

The aforementioned tasks will be summarized in a Water Model Summary Report which includes:

- Water model description
- A graphic depicting the water distribution system

- An inventory of major water distribution system components (tanks, pumps, valves, etc.)
- Current and recommended operating philosophy
- Water model calibration information
- Water model results
- Recommendations

Dewberry will prepare a draft report and conduct a review meeting with CTUB. CTUB comments will be addressed by Dewberry in a final report. PDF format will be used for the draft report. Three hard-copies and a PDF will be provided for the final report along with associated Water-CAD and GIS files.

PROJECT SCHEDULE AND DELIVERABLES

The draft Water Model Report will be completed within 180 days of Notice to Proceed. Project delivery is predicated upon no unforeseen delays or circumstances and assumes timely review as scheduled for the CTUB and regulatory agencies.

Schedule is based on the assumption that all field data, record drawings, and operational data will be provided within 4 weeks of initiation of this Task Order.

CONDITIONS

The scope and fee are conditioned on the following:

1. Field data collection is excluded from this task.
2. Dewberry may rely upon the accuracy of the information provided by the CTUB.
3. Water-age and water quality evaluations are not included but may be added as an amendment to this Task Order at the request of the CTUB.
4. Extended period simulation (EPS) will be applied to the model. Diurnal patterns will be applied based on SCADA data. Where SCADA data is insufficient to develop a diurnal patter, AWWA recommendations will be used. Separate demand diurnal patterns will be applied for commercial, industrial and residential users as appropriate to the CTUB customer mix.
5. Future growth will not be considered in the model. The model will require regular updating as new developments and customers are proposed. Such updates are not included in this Task Order.
6. Unless otherwise requested by CTUB, residential service connections will not be modeled as separate pipe segments.
7. Unless otherwise requested by CTUB, a fire flow of 500 gpm will be considered for all nodes.
8. Design of utility infrastructure is not included. Separate task order(s) are envisioned for such infrastructure.
9. CTUB staff will operate all valves and hydrants for field calibration testing.
10. Safe yield assessments of source waters are not included.
11. Due to the unique nature of this assignment, ENGINEER's professional liability shall be limited to the fees paid to it by CTUB for this Task Order. To the fullest extent permitted by law, the total liability, in the aggregate of ENGINEER, its directors, partners, employees, agents and subconsultants, to Client, and anyone claiming by, through or under CTUB for any claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to this Project or Agreement from any cause or causes, including but not limited to negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty shall not exceed the total compensation received by ENGINEER or $50,000, whichever is less.
12. New Labor and expense rates apply to this assignment as set forth in Amendment #2 to the Agreement.

ATTACHMENT A

TASK ORDER NUMBER 08 **CHARLES TOWN UTILITY BOARD, WATER MODEL UPDATE** 5/20/2024

		Staff-Hours by Work Breakdown Structure					
WBS Item	**Labor Role**	**Project Manager**	**Technical Director**	**Staff Engineer**	**Admin. Professional**	**Total Hours**	**Total Est. Cost**
	Billing Code	EN5	EN9	EN2	AP3		
	Hourly Rate	$195.00	$305.00	$135.00	$115.00		
1A	Team Chartering Meeting and Progress Meetings	10	4	10	6	30	$ 5,210
1B	Review of Existing Information	4	2	8		14	$ 2,470
1C	Historic Hydrant Testing Data Review	4	1	8		13	$ 2,165
1D	Development of Model Criteria	16	4	16		36	$ 6,500
1E	Quality Control Review of Existing Model	8	8	4		20	$ 4,540
1F	Update Model	16	8	32		56	$ 9,880
1G	Hydraulic Model Validation	8	4	8		20	$ 3,860
1H	Improvement Validation	16	8	16		40	$ 7,720
1I	Summary Report	16	8	40	4	68	$ 11,420
	Total Labor Hours	**98**	**47**	**142**	**10**	**297**	
	Total Labor Cost	**$ 19,110**	**$ 14,335**	**$ 19,170**	**$ 1,150**		**$ 53,765**
	Other Direct Costs and Subconsultants						
	Reproduction						$ 465
	Other Direct Costs (Travel, Mileage, Misc.)						$ 500
	Subtotal ODCs and Subconsultants						**$ 965**
	Total Estimated Costs						**$ 54,730**

PWS# WV3301905

2023 ANNUAL DRINKING WATER QUALITY REPORT



DRAFT

Introduction

In compliance with the Safe Drinking Water Act Amendments, the **Charles Town Utility Board** (CTUB) is providing its customers with this annual water quality report. This report explains where your water comes from, what it contains, and how it compares to standards set by regulatory agencies. The information in this report shows the results of our monitoring for the period of January 1, 2023 to December 31, 2023 or earlier if not on a yearly schedule.

Should you wish to obtain a printed copy, please contact our office and we would be happy to provide one. The 2023 Water Quality Report is available for download at www.ctubwv.com/information/reports/water-documents/consumer-confidence-reports/. Reports from previous years can also be viewed at this location. Please call (304) 725-2316 or send an email to info@ctubwv.com to request a printed copy.

If you have any questions concerning this report, you may contact **Kristen M. Stolipher, (304) 725-2316**. If you have further questions, comments or suggestions, please attend any of our regularly schedule board meetings held on the **2nd and 4th Wednesday** of every month at **4:00 p.m.** in the **Charles Town Utility Board office, at 661 South George Street, Charles Town, WV 25414.** Visit www.ctubwv.com for agendas, minutes, informational items, updates and to sign-up for email notifications.

SOURCE WATER ASSESSEMENT

Your drinking water source is surface water from the Shenandoah River.

A Source Water Assessment was conducted in 2003 by the West Virginia Bureau for Public Health (WVBPH). The intake that supplies drinking water to the Charles Town Utility Board has a higher susceptibility to contamination, due to the sensitive nature of surface water supplies and the potential contaminant sources identified within the area.

This does not mean that this intake will become contaminated; only that conditions are such that the surface water could be impacted by a potential contaminant source.

Future contamination may be avoided by implementing protective measures. The source water assessment report is available for review by contacting the WVBPH at (304) 558-2981.

About CTUB



The Charles Town Utility Board was created in 1998 by the City of Charles Town City Council upon the issuance of Combined Waterworks and Sewerage System Revenue Bonds under Article 147 of the Codified Ordinances of the City. The Waterworks and Sewerage System of the City was combined into a single undertaking, the "System". The supervision, management, control and operation of the System is vested in the Charles Town Utility Board.

Our mission is to provide reliable water and sewer services that protect public health and the environment with financial accountability, regional stewardship and superior customer service.

Why must water be treated?

All drinking water contains various amounts and kinds of contaminants. Federal and State regulations establish limits, control and treatment practices to minimize these contaminants and to reduce any subsequent health effects.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by Cryptosporidium and other microbial contaminants are available from the Safe Drinking Water Hotline (800) 426-4791.

What is in Your Water?

In order to ensure that tap water is safe to drink, the Environmental Protection Agency (EPA) prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. The Food and Drug Administration (FDA) regulations establish limits of contaminants in bottled water, which must provide the same protection for public health.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of these contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the **EPA's Safe Drinking Water Hotline (800) 426-4791. For additional information about drinking water regulations, visit www.epa.gov/dwstandardsregulations.**

The sources of drinking water (both tap and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of land or through the ground, it dissolves naturally-occurring minerals, and, in some cases radioactive material and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- Microbes (viruses or bacteria) from septic system, agricultural livestock operations, wildlife and wastewater treatment plants.
- Inorganics, such as salts and metals, which can occur naturally or result from stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides from agriculture, urban runoff and residential uses.
- Organics (like synthetic and volatile organic chemicals) from industrial process and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- Radioactive contaminants, either naturally occurring or the result of oil and gas production or mining activities.



Lead in Drinking Water

WHAT IS THE EPA STANDARD FOR LEAD IN DRINKING WATER?

EPA has established an Action Level for lead in water of 15 parts per billion (ppb). When lead testing is performed as required by EPA, 90 percent of the samples must contain less than 15 ppb. This is referred to as the 90th percentile results being less than 15 ppb.

CTUB has been testing for lead and copper in accordance with EPA's Lead and Copper Rule (LCR) since 1992. **In 2023 the 90th percentile value for lead was non-detect (ND) or 1.26 ppb compared to the EPA action level of 15 ppb.** CTUB currently monitors 30 sites in the system annually. All drinking water contains various amounts and kinds of contaminants. Federal and State regulations establish limits, control and treatment practices to minimize these contaminants and to reduce any subsequent health effects.

WHAT IS THE EPA LEAD AND COPPER RULE REVISION (LCRR)?

Recent EPA Lead and Copper Rule Revisions (LCRR) require all community water system and non-transient non-community water systems to develop a lead service line inventory for all public and private service lines in the distribution system or prove that there are no lead service lines in their jurisdiction by October 16, 2024.

CTUB is actively working on the inventory of public and private services lines to ensure compliance with the LCRR. CTUB staff has completed the historical records research component of the inventory and is now performing visual inspection of remaining unknown service materials in order to finalize the inventory.

WHAT CAN I DO IN MY HOME TO REDUCE EXPOSURE TO LEAD IN THE DRINKING WATER?

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. CTUB is responsible for providing high-quality drinking water, but cannot control the variety of materials used in plumbing components in home construction. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline, at http://www.epa.gov/safewater/lead or you can visit the CTUB website for additional information at www.ctubwv.com/information/reports/water-documents/lead-and-copper/.

WATER QUALITY DATA DEFINITIONS

Maximum Contaminant Level Goal (MCLG): The "Goal" is the level of a contaminant in drinking water below which there is no known or expected risk to human health. MCLGs allow for a margin of safety.

Maximum Contaminant Level (MCL): The "Maximum Allowed" MCL is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Secondary Maximum Contaminant Level (SMCL): Recommended level for a contaminant that is not regulated and has no MCL.

Action Level (AL): The concentration of a contaminant that, if exceeded, triggers treatment or other requirements.

Treatment Technique (TT): A required process intended to reduce levels of a contaminant in drinking water.

Maximum Residual Disinfectant Level (MRDL): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

Non-Detects (ND): Lab analysis indicates that the contaminant is not present.

Parts per Million (ppm): Milligrams per liter (mg/l).

Parts per Billion (ppb): Micrograms per liter (µg/l).

Picocuries per Liter (pCi/L): A measure of the radioactivity in water.

Millirems per Year (mrem/yr): Measure of radiation absorbed by the body.

Monitoring Period Average (MPA): An average of sample results obtained during a defined time frame, common examples of monitoring periods are monthly, quarterly and yearly.

Nephelometric Turbidity Unit (NTU): A measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person. Turbidity is not regulated for groundwater systems.

Running Annual Average (RAA): An average of sample results obtained over the most current 12 months and used to determine compliance with MCLs.

Locational Running Annual Average (LRAA): Average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters.

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WHAT DO WE TEST FOR?

The Safe Drinking Water Act of 1974 (SDWA), which has been amended most significantly in 1986 and 1996, governs drinking water quality. It sets the limits for contaminants in drinking water. These limits are represented in this report as MCL's or the Maximum Contaminant Levels. Under the SDWA, CTUB is required to test and submit results to the WVBPH for the presence of a number of organisms and chemicals as follows:

- **Bacteriological analysis.** Our system is required to test a minimum of 15 samples per month in accordance with the Total Coliform Rule for microbiological contaminants. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. Any exceedance of this sampling requires immediate notification by the Utility.

- **Total Trihalomethanes (TTHM's) and Haloacetic Acids (HAA5).** Our system conducts quarterly monitoring of these chemicals. Both of these form in the water supply as chlorine reacts with organic matter. When ingested in large quantities, these chemicals are suspected carcinogens, so we monitor for them closely. CTUB monitors several locations throughout the system.

- **Corrosion control.** (Zinc Orthophosphate and pH) are monitored in the system. By dosing the drinking water with a minimum of 1.5 ppm zinc orthophosphate and maintaining a minimum pH of 7.3, the potential for corrosion of lead, copper and other metals is significantly reduced. CTUB monitors for these corrosion parameters at multiple locations throughout the system.

Water Quality Testing

The tables on the following pages list all of the drinking water contaminants which were detected during the 2023 calendar year. The presence of these contaminants does not necessarily indicate the water poses a health risk. Unless noted, the data presented in this table is from the testing done January 1, 2023-December 31, 2023. The state requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of the data, though representative of the water quality, is more than one year old.

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WATER QUALITY ANALYSIS AND RESULTS

CTUB constantly monitors various components in the water supply to meet all regulatory requirements. The following tables list only those water quality parameters that are regulated and had some level of detection. If you have any questions on CTUB monitoring parameters, call us at (304) 725-2316.

Inorganic

Contaminant	Sample Point	Monitoring Period	Highest LRAA	Range (low/high)	Unit of Measure	MCL	MCLG	Likely Source of Contamination
BARIUM	Water Treatment Plant	2023	N/A	0.27	ppm	2	2	Mineral deposits, Manufacturing
SODIUM	Water Treatment Plant	2023	N/A	8.2	ppm	N/A	N/A	Mineral deposits, road salt runoff
FLOURIDE	Water Treatment Plant	2023	N/A	0.8	ppm	4	4	Mineral Deposits, Water treatment

Disinfection Byproducts

TOTAL HALOACETIC ACIDS (HAA5)	147 WEST HALL DRIVE, TUSCAWILLA HILLS	2023	12	2.6 - 7	ppb	60	0	By-product of drinking water disinfection
TOTAL HALOACETIC ACIDS (HAA5)	34 N. WATER ST.	2023	32	17.9 - 35.5	ppb	60	0	By-product of drinking water disinfection
TOTAL HALOACETIC ACIDS (HAA5)	MOOSE LODGE/77UNIVERSAL FORRESTPRODUCTS	2023	25	12.4 - 39.9	ppb	60	0	By-product of drinking water disinfection
TOTAL HALOACETIC ACIDS (HAA5)	NORTH WEST MAIN STREET	2023	18	16.7 - 16.7	ppb	60	0	By-product of drinking water disinfection
TOTAL HALOACETIC ACIDS (HAA5)	700 N. PRESTON ST	2023	40	26.5 - 46.6	ppb	60	0	By-product of drinking water disinfection
TTHM	147 WEST HALL DRIVE, TUSCAWILLA HILLS	2023	47	20.8 - 73	ppb	80	0	By-product of drinking water chlorination
TTHM	34 N. WATER ST.	2023	63	32 - 71.8	ppb	80	0	By-product of drinking water chlorination
TTHM	MOOSE LODGE/77UNIVERSAL FORRESTPRODUCTS	2023	50	22.5 - 74.8	ppb	80	0	By-product of drinking water chlorination
TTHM	NORTH WEST MAIN STREET	2023	47	27.5 - 27.5	ppb	80	0	By-product of drinking water chlorination
TTHM	700 N. PRESTON ST	2023	50	26 - 71.8	ppb	80	0	By-product of drinking water chlorination
TTHM	TUSCAWILLA PLAZA/21 TUSCAWILLA DR	2023	38	38 - 38	ppb	80	0	By-product of drinking water chlorination

Lead and Copper

Contaminant	Monitoring Period	90TH Percentile	Range (low/high)	Unit	AL	Sites Over AL	Typical Source
COPPER, FREE	2023	0.0278	0.00133 - 0.124	ppm	1.3	0	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives
LEAD	2023	1.26	0.418 - 14.2	ppb	15	0	Corrosion of household plumbing systems; Erosion of natural deposits

Chlorine/Chloramines Maximum Disinfection Level

Contaminant	MPA	MPA Units	RAA	RAA Units
6/1/2023 - 6/30/2023	2	MG/L	1.8	MG/L

Total Organic Varbon Lowest Month for Removal

Contaminant	Collection Date	Highest Value	Range	Unit	TT	Likely Source of Contamination
CARBON, TOTAL	6/1/2023	2.8	1.2 - 2.8	MG/L	0	Naturally present in the environment

Turbidity				
Contaminant	**Facility**	**Highest Value**	**Unit of Measure**	**Month Occurred**
Turbidity	TREATMENT PLANT-CHARLES TOWN	0.29	NTU	December

Unregulated Contaminants

Our water system has sampled for a series of unregulated contaminants. Unregulated contaminants are those that do not yet have a drinking water standard set by the US Environmental Protection Agency (EPA). The purpose of monitoring for these contaminants is to help EPA decide whether the contaminants should have a standard. As our customers, you have a right to know that this data is available. More detailed reporting on these results is available upon request

Contaminant	Sample Point	Sample Period	Result	Unit of Measure
Lithium		Feburary 2023	Non-detect	ug/l
PFAS by EPA 533		Feburary 2023	Non-detect	ug/l
PFAS by EPA 537.1		Feburary 2023	Non-detect	ug/l
PFAS by EPA 533		May 2023	Non-detect	ug/l
PFAS by EPA 537.1		May 2023	Non-detect	ug/l
PFAS by EPA 533		August 2023	Non-detect	ug/l
PFAS by EPA 537.1		October 2023	Non-detect	ug/l
PFAS by EPA 533		November 2023	Non-detect	ug/l
PFAS by EPA 537.1		November 2023	Non-detect	ug/l

WATER QUALITY RESULT SUMMARY

During the 2023 calendar year, CTUB had the below noted violation of drinking water regulations.

Analyte: Chloramine
Compliance Period: 02/01/2023 to 02/28/2023
Violation Comments: A typographical error was made on the chain of custody for the sample, therefore the samples were rejected. The sample was analyzed and in compliance but rejected due to contracted laboratory error.

Analyte: TTHM and Total Haloactic Acids (HAA5)
Compliance Period: 10/1/2023 to 12/31/2023
Violation Comments: An outdated address was utilized for one sample location resulting in the sample being rejected. The sample was analyzed and in compliance but rejected due to the incorrect address being used.

Analyte: Inorganic Compounds, Volatile Organic Compounds
Compliance Period: 1/1/2020 to 12/31/2022
Violation Comments: Samples were collected in the 1st quarter of 2023 outside of the required reporting period. All samples were analyzed and in compliance but rejected due to the reporting timeframe.

CTUB will work diligently to address these adminstrative issues in the future and will continue to strive to provide excellent water quality to our customers and strive to meet or exceed the standards set by the EPA and State of West Virginia.

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Should you have any questions regarding this report or your drinking water quality please do not hesitate to contact us at info@ctubwv.com or (304) 725-2316.

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CHARLES TOWN UTL-CAVALAND SUBDIVISION
WV3301972
Consumer Confidence Report – 2024
Covering Calendar Year – 2023

This brochure is a snapshot of the quality of the water that we provided last year. Included are the details about where your water comes from, what it contains, and how it compares to Environmental Protection Agency (EPA) and state standards. We are committed to providing you with information because informed customers are our best allies. If you would like to observe the decision-making process that affects drinking water quality or if you have any questions, comments or suggestions, please attend any regularly scheduled water board meeting held on the 2nd and 4th Wednesday of each month at 4:00 p.m. in the Charles Town Utility Board office at 661 South George Street, Charles Town, West Virginia 25414 or call KRISTEN M. STOLIPHER at 304-725-2316.

Your water comes from Ground water:

Source Name	Source Water Type
WELL 1	Ground water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as those with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) included rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in sources water before we treat it include:
Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, livestock operations and wildlife.
Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
Pesticides and herbicides, which may come from a variety of sources such as storm water run-off, agriculture, and residential users.
Radioactive contaminants, which can be naturally occurring or the result of mining activity.
Organic contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and also come from gas stations, urban storm water run-off, and septic systems.

In order to ensure that tap water is safe to drink, EPA prescribes regulation which limits the amount of certain contaminants in water provided by public water systems. We treat our water according to EPA's regulations. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

Our water system has an estimated population of 107 and is required to test a minimum of 1 sample(s) per month in accordance with the Total Coliform Rule for microbiological contaminants. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. When coliform bacteria are found, special follow-up tests are done to determine if harmful bacteria are present in the water supply. If this limit is exceeded, the water supplier must notify the public.

Water Quality Data

The following tables list all of the drinking water contaminants which were detected during the 2023 calendar year. The presence of these contaminants does not necessarily indicate the water poses a health risk. Unless noted, the data presented in this table is from the testing done January 1- December 31, 2023. The state requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of the data, though representative of the water quality, is more than one year old.

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Terms & Abbreviations

Maximum Contaminant Level Goal (MCLG): the "Goal" is the level of a contaminant in drinking water below which there is no known or expected risk to human health. MCLGs allow for a margin of safety.
Maximum Contaminant Level (MCL): the "Maximum Allowed" is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
Secondary Maximum Contaminant Level (SMCL): recommended level for a contaminant that is not regulated and has no MCL.
Action Level (AL): the concentration of a contaminant that, if exceeded, triggers treatment or other requirements.
Treatment Technique (TT): a required process intended to reduce levels of a contaminant in drinking water.
Maximum Residual Disinfectant Level (MRDL): the highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
Non-Detects (ND): lab analysis indicates that the contaminant is not present.
Parts per Million (ppm): or milligrams per liter (mg/L)
Parts per Billion (ppb): or micrograms per liter (µg/L)
Picocuries per Liter (pCi/L): a measure of the radioactivity in water.
Millirems per Year (mrem/yr): measure of radiation absorbed by the body.
Monitoring Period Average (MPA): An average of sample results obtained during a defined time frame, common examples of monitoring periods are monthly, quarterly and yearly.
Nephelometric Turbidity Unit (NTU): a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person. Turbidity is not regulated for groundwater systems.
Running Annual Average (RAA): an average of sample results obtained over the most current 12 months and used to determine compliance with MCLs.
Locational Running Annual Average (LRAA): Average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters.

Testing Results for: CHARLES TOWN UTL-CAVALAND SUBDIVISION

Lead and Copper	Monitoring Period	90TH Percentile	Range (low/high)	Unit	AL	Sites Over AL	Typical Source
COPPER, FREE	2020 - 2022	0.124	0.0457 - 0.129	ppm	1.3	0	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives
LEAD	2020 - 2022	2.2	0.18 - 2.3	ppb	15	0	Corrosion of household plumbing systems; Erosion of natural deposits

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Your water system is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at http://www.epa.gov/safewater/lead.

CHARLES TOWN UTL-CAVALAND SUBDIVISION is working towards identifying service line materials throughout the water distribution supply. The service line inventory is required to be submitted to the state by October 16, 2024. If you have any questions about our inventory, please contact KRISTEN M. STOLIPHER at 304-725-2316.

Chlorine/Chloramines Maximum Disinfection Level	MPA	MPA Units	RAA	RAA Units
11/1/2023 - 11/30/2023	3.00000	MG/L	1.70000	MG/L

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During the 2023 calendar year, we had no violation(s) of drinking water regulations.

Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful waterborne pathogens may be present, or that a potential pathway exists through which contamination may enter the drinking water distribution system. We found coliforms, indicating the need to look for potential problems in water treatment or distribution. When this occurs, we are required to conduct assessment(s) to identify and correct any problems that were found during these assessments.

Your CCR is available at www.CTUBWV.com. A copy of this report was placed on the Community Board located near the mailboxes within the community. A note was also added to the Utility Bill noting the location of the report on the CTUB website. Should you require an additional paper copy in the mail, please contact us at (304) 725-2316.

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CHARLES TOWN UTL-GLEN HAVEN UTILITIES
WV3301909
Consumer Confidence Report – 2024
Covering Calendar Year – 2023

This brochure is a snapshot of the quality of the water that we provided last year. Included are the details about where your water comes from, what it contains, and how it compares to Environmental Protection Agency (EPA) and state standards. We are committed to providing you with information because informed customers are our best allies. If you would like to observe the decision-making process that affects drinking water quality or if you have any questions, comments or suggestions, please attend any regularly scheduled water board meeting held on the 2nd and 4th Wednesday of each month at 4:00 p.m. in the Charles Town Utility Board office at 661 South George Street, Charles Town, West Virginia 25414 or call KRISTEN M. STOLIPHER at 304-725-2316.

Your water comes from Ground water:

Source Name	Source Water Type
WELL #1	Ground water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as those with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

The sources of drinking water (both tap water and bottled water) included rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in sources water before we treat it include:
Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, livestock operations and wildlife.
Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
Pesticides and herbicides, which may come from a variety of sources such as storm water run-off, agriculture, and residential users.
Radioactive contaminants, which can be naturally occurring or the result of mining activity.
Organic contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and also come from gas stations, urban storm water run-off, and septic systems.

In order to ensure that tap water is safe to drink, EPA prescribes regulation which limits the amount of certain contaminants in water provided by public water systems. We treat our water according to EPA's regulations. Food and Drug Administration regulations establish limits for contaminants in bottled water, which must provide the same protection for public health.

Our water system has an estimated population of 195 and is required to test a minimum of 1 sample(s) per month in accordance with the Total Coliform Rule for microbiological contaminants. Coliform bacteria are usually harmless, but their presence in water can be an indication of disease-causing bacteria. When coliform bacteria are found, special follow-up tests are done to determine if harmful bacteria are present in the water supply. If this limit is exceeded, the water supplier must notify the public.

Water Quality Data

The following tables list all of the drinking water contaminants which were detected during the 2023 calendar year. The presence of these contaminants does not necessarily indicate the water poses a health risk. Unless noted, the data presented in this table is from the testing done January 1- December 31, 2023. The state requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants are not expected to vary significantly from year to year. Some of the data, though representative of the water quality, is more than one year old.

Terms & Abbreviations

Maximum Contaminant Level Goal (MCLG): the "Goal" is the level of a contaminant in drinking water below which there is no known or expected risk to human health. MCLGs allow for a margin of safety.
Maximum Contaminant Level (MCL): the "Maximum Allowed" is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
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Non-Detects (ND): lab analysis indicates that the contaminant is not present.
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Millirems per Year (mrem/yr): measure of radiation absorbed by the body.
Monitoring Period Average (MPA): An average of sample results obtained during a defined time frame, common examples of monitoring periods are monthly, quarterly and yearly.
Nephelometric Turbidity Unit (NTU): a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person. Turbidity is not regulated for groundwater systems.
Running Annual Average (RAA): an average of sample results obtained over the most current 12 months and used to determine compliance with MCLs.
Locational Running Annual Average (LRAA): Average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters.

Testing Results for: CHARLES TOWN UTL-GLEN HAVEN UTILITIES

Lead and Copper	Monitoring Period	90TH Percentile	Range (low/high)	Unit	AL	Sites Over AL	Typical Source
COPPER, FREE	2020 - 2022	0.164	0.0321 - 0.206	ppm	1.3	0	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives
LEAD	2020 - 2022	4.6	0.83 - 5.3	ppb	15	0	Corrosion of household plumbing systems; Erosion of natural deposits

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Your water system is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at http://www.epa.gov/safewater/lead.

CHARLES TOWN UTL-GLEN HAVEN UTILITIES is working towards identifying service line materials throughout the water distribution supply. The service line inventory is required to be submitted to the state by October 16, 2024. If you have any questions about our inventory, please contact KRISTEN M. STOLIPHER at 304-725-2316.

Chlorine/Chloramines Maximum Disinfection Level	MPA	MPA Units	RAA	RAA Units
11/1/2023 - 11/30/2023	1.70000	MG/L	1.50000	MG/L

During the 2023 calendar year, we had the below noted violation(s) of drinking water regulations.

Violation
Analyte: Inorganic Compounds, Synthetic Organic Compounds, Volatile Organic Compounds **Compliance Period:** 1/1/2020 to 12/31/2022

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Violation Comments: Samples were collected in the 1st quarter of 2023 outside of the required reporting period. All samples were analyzed and in compliance but rejected due to the reporting timeframe.

Violation

Analyte: Arsenic
Compliance Period: 1/1/2020 to 12/31/2022
Violation Comments: Samples were collected in the 1st quarter of 2023 outside of the required reporting period. All samples were analyzed and in compliance but rejected due to the reporting timeframe.

There are no additional required health effects notices.

Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful waterborne pathogens may be present, or that a potential pathway exists through which contamination may enter the drinking water distribution system. We found coliforms, indicating the need to look for potential problems in water treatment or distribution. When this occurs, we are required to conduct assessment(s) to identify and correct any problems that were found during these assessments.

Your CCR is available at www.CTUBWV.com. A copy of this report was placed on the Community Board located near the mailboxes within the community. A note was also added to the Utility Bill noting the location of the report on the CTUB website. Should you require an additional paper copy in the mail, please contact us at (304) 725-2316.

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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: June 26, 2024

- **Customer Counts**
  - Sewer 9,080
  - Water 6,929

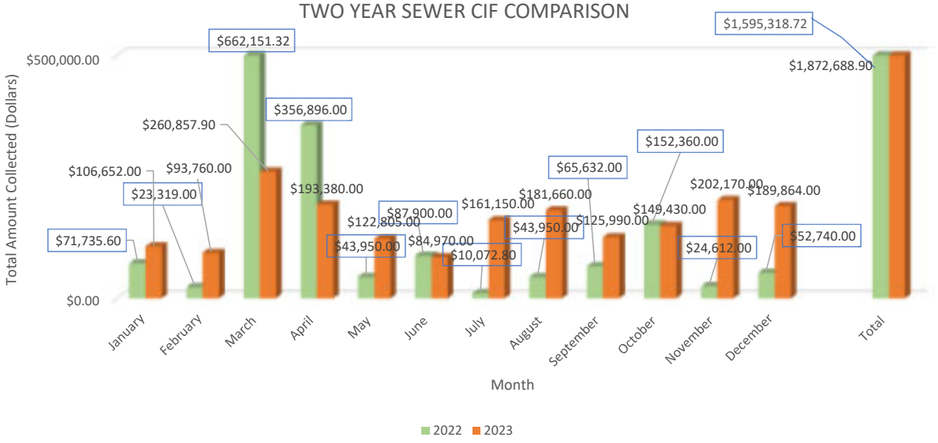
- **Administrative**
  - DRAFT MS-4 Permit for Stormwater Public comment period

- **Water**
  - Hydrant flushing completed
  - Lead and Copper Inventory on-going and on track for completion October 2024
  - DRAFT Consumer Confidence Reports

- **Sewer**
  - Renewal and Replacement Project
  - Collection System Project
  - Greenfield Forcemain – survey complete

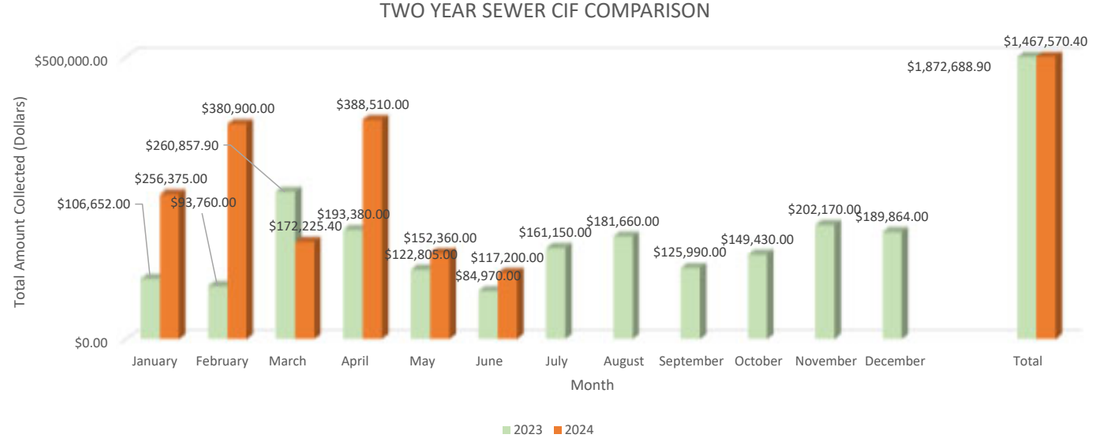
Charles Town Utility Board
2023 Capacity Improvement Fee Collections/EDU for Sewer

Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-23		36.4	36.4	$ 116,402.00	$ 9,750.00	$ 106,652.00
Feb-23		32	32	$ 93,760.00		$ 93,760.00
Mar-23	4.03	85	89.03	$ 286,906.65	$ 26,048.75	$ 260,857.90
Apr-23		66	66	$ 206,380.00	$ 13,000.00	$ 193,380.00
May-23	5.19	36	41.19	$ 139,380.00	$ 17,550.00	$ 122,805.00
Jun-23		29	29	$ 84,970.00		$ 84,970.00
Jul-23		55	55	$ 237,525.00	$ 76,375.00	$ 161,150.00
Aug-23		62	62	$ 202,785.00	$ 21,125.00	$ 181,660.00
Sep-23		43	43	$ 156,865.00	$ 30,875.00	$ 125,990.00
Oct-23		51	51	$ 191,680.00	$ 42,250.00	$ 149,430.00
Nov-23		69	69	$ 237,920.00	$ 35,750.00	$ 202,170.00
Dec-23	33	32	65	$ 196,364.00	$ 6,500.00	$ 189,864.00
Total 2023	**42.02**	**491.4**	**638.42**	**$ 2,150,937.65**	**$ 279,223.75**	**$ 1,872,688.90**



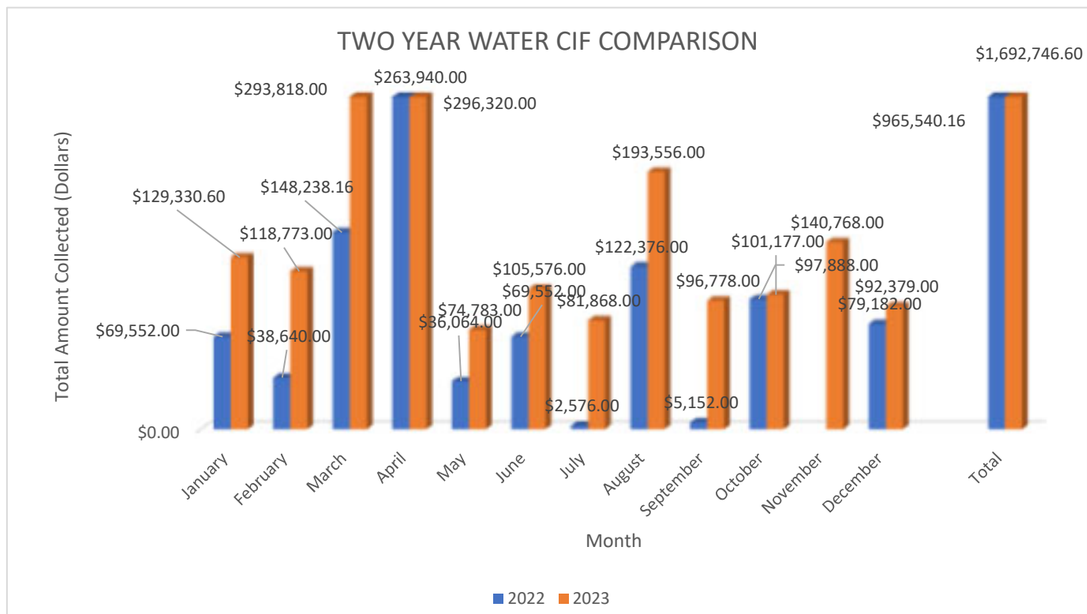
Charles Town Utility Board
2024 Capacity Improvement Fee Collections/EDU for Sewer

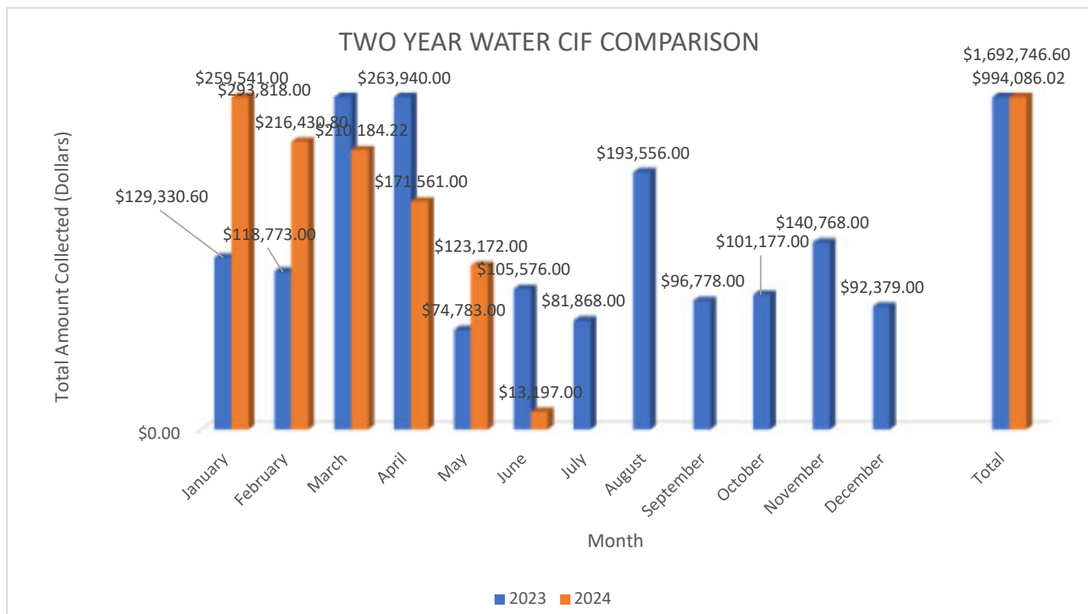
Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-24	1.5	86	87.5	$ 289,687.50	$ 33,312.50	$ 256,375.00
Feb-24		130	130	$ 458,900.00	$ 78,000.00	$ 380,900.00
Mar-24	6.78	52	58.78	$ 181,975.40	$ 9,750.00	$ 172,225.40
Apr-24	25	107	132	$ 438,885.00	$ 50,375.00	$ 388,510.00
May-24		52	52	$ 175,110.00	$ 22,750.00	$ 152,360.00
Jun-24		40	40	$ 146,450.00	$ 29,250.00	$ 117,200.00
Jul-24						
Aug-24						
Sep-24						
Oct-24						
Nov-24						
Dec-24						
Total 2024	**33.28**	**467**	**500.28**	**$ 1,691,007.90**	**$ 223,437.50**	**$ 1,467,570.40**



2023 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-23		30.4	30.4	$ 129,330.60
Feb-23		27	27	$ 118,773.00
Mar-23		81.5	81.5	$ 293,818.00
Apr-23		60	60	$ 263,940.00
May-23		17	17	$ 74,783.00
Jun-23		24	24	$ 105,576.00
Jul-23	24.95	4	28.95	$ 81,868.00
Aug-23		44	44	$ 193,556.00
Sep-23		22	22	$ 96,778.00
Oct-23		23	23	$ 101,177.00
Nov-23		32	32	$ 140,768.00
Dec-23		21	21	$ 92,379.00
Total 2023	**24.95**	**362.9**	**410.85**	**$ 1,692,746.60**

2024 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-24		59	59	$ 259,541.00
Feb-24		49.2	49.2	$ 216,430.80
Mar-24	6.78	41	47.78	$ 210,184.22
Apr-24		39	39	$ 171,561.00
May-24		28	28	$ 123,172.00
Jun-24		3	3	$ 13,197.00
Jul-24				
Aug-24				
Sep-24				
Oct-24				
Nov-24				
Dec-24				
Total 2024	**6.78**	**219.2**	**225.98**	**$ 994,086.02**





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 (MGD)	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	387.15	1.06	0.69	687,500	4,583
2023	1.75	382.28	1.06	0.69	694,167	4,628
2024	1.75	184.71	1.22	0.53	534,000	3,560

TUSCAWILLA WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	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	62.8	0.17	0.33	328,333	2,189
2023	0.5	83.78	0.23	0.27	270,000	1,800
2024	0.5	32.83	0.22	0.28	284,000	1,893

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	6,772
2023	6,428
2024	5,453

Legend:
MGD= Million gallons per day
MG=million gallons
gpd= gallons per day
EDU= Equivalent Dwelling Unit (150 gpd)

2022		
	Total (MG)	AVERAGE (MG)
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	35.38	1.14
Annual Total	387.15	1.06

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	36.55	1.21
FEBRUARY	28.96	1.03
MARCH	30.46	1.02
APRIL	29.52	0.98
MAY	30.78	0.99
JUNE	29.64	0.99
JULY	31.2	1.01
AUGUST	29.96	1.00
SEPTEMBER	33.38	1.11
OCTOBER	33.02	1.07
NOVEMBER	33.61	1.12
DECEMBER	35.2	1.14
Annual Total	382.28	1.06

2024		
	Total (MG)	AVERAGE (MG)
JANUARY	36.06	1.16
FEBRUARY	34.43	1.19
MARCH	38.99	1.26
APRIL	38.08	1.27
MAY	37.15	1.2
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	184.71	1.22

2022		
	Total (MG)	AVERAGE (MG)
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	6.73	0.22
Annual Total	62.8	0.17

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	7.3	0.24
FEBRUARY	6.38	0.23
MARCH	6.41	0.21
APRIL	6.13	0.20
MAY	6.30	0.20
JUNE	6.89	0.23
JULY	7.31	0.24
AUGUST	7.7	0.25
SEPTEMBER	6.98	0.23
OCTOBER	6.92	0.22
NOVEMBER	7.22	0.24
DECEMBER	8.24	0.27
Annual Total	83.78	0.230

2024		
	Total (MG)	AVERAGE (MG)
JANUARY	8.61	0.28
FEBRUARY	8.25	0.28
MARCH	6.28	0.2
APRIL	5.05	0.17
MAY	4.64	0.15
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	32.83	0.216

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 (MGD)	Total Available (gpd)	Total Available (EDU's)
2019	2.8	644.32	1.77	1.03	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	588.97	1.60	1.20	1,204,163	8,028
2023	2.8	602.24	1.63	1.17	1,168,256	7,788
2024	2.8	2,296.61	1.51	1.29	1,287,749	8,585

GLEN HAVEN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	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	2.70	0.01	0.01	14,335	-
2023	0.0216	2.99	0.01	0.01	13,573	-
2024	0.0216	1.06	0.01	0.01	14,858	-

CAVALAND WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	
2020	0.036	0.59	0.005	0.03	31,210	
2021	0.036	1.91	0.01	0.03	30,766	
2022	0.036	1.84	0.005	0.03	31,041	
2023	0.036	1.79	0.005	0.03	31,186	
2024	0.036	0.00	0.00	0.03	31,180	

Legend:
MGD= Million gallons per day
MG=million gallons
gpd= gallons per day
EDU= Equivalent Dwelling Unit (150 gpd)

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	47,918,736	1,545,766
FEBRUARY	43,703,896	1,560,853
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	1,640,160
OCTOBER	50,572,280	1,631,364
NOVEMBER	47,643,899	1,536,900
DECEMBER	50,188,260	1,618,976
Annual Total	588,968,942	1,595,837

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	50,324,969	1,623,386
FEBRUARY	44,512,256	1,589,723
MARCH	51,243,776	1,653,025
APRIL	49,507,092	1,597,003
MAY	51,882,496	1,673,629
JUNE	51,245,216	1,653,071
JULY	53,546,017	1,727,291
AUGUST	53,866,467	1,737,628
SEPTEMBER	51,067,174	1,647,328
OCTOBER	49,781,275	1,605,848
NOVEMBER	47,073,432	1,518,498
DECEMBER	48,189,312	1,554,494
Annual Total	602,239,482	1,631,744

2024		
	Total (MG)	AVERAGE (MG)
JANUARY	48,027,207	1,549,265
FEBRUARY	44,217,320	1,579,190
MARCH	46,432,344	1,497,818
APRIL	44,552,042	1,437,163
MAY	46,432,344	1,497,818
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	229,661,257	1,512,251

2022		
	Total (MG)	AVERAGE (MG)
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	7,148
OCTOBER	236,700	7,635
NOVEMBER	215,200	6,942
DECEMBER	144,500	4,661
Annual Total	2,702,400	7,265

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	233,300	7,526
FEBRUARY	184,300	5,945
MARCH	218,200	7,039
APRIL	234,800	7,574
MAY	264,800	8,542
JUNE	268,900	8,674
JULY	325,100	10,487
AUGUST	281,300	9,074
SEPTEMBER	265,600	8,568
OCTOBER	233,900	7,545
NOVEMBER	242,500	7,823
DECEMBER	233,500	7,532
Annual Total	2,986,200	8,027

2024		
	Total (MG)	AVERAGE (MG)
JANUARY	234,900	7,577
FEBRUARY	182,100	5,874
MARCH	206,200	6,250
APRIL	224,200	7,232
MAY	210,000	6,774
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	1,057,400	6,742

2022		
	Total (MG)	AVERAGE (MG)
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	4,468
OCTOBER	144,300	4,655
NOVEMBER	145,300	4,687
DECEMBER	226,300	7,300
Annual Total	1,844,800	4,959

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	134,900	4,352
FEBRUARY	122,700	3,958
MARCH	140,000	4,516
APRIL	143,100	4,616
MAY	153,400	4,948
JUNE	166,200	5,361
JULY	166,400	5,368
AUGUST	170,400	5,497
SEPTEMBER	163,600	5,277
OCTOBER	140,600	4,535
NOVEMBER	143,200	4,619
DECEMBER	146,400	4,723
Annual Total	1,790,900	4,814

2024		
	Total (MG)	AVERAGE (MG)
JANUARY	155,600	5,019
FEBRUARY	135,000	4,355
MARCH	148,800	4,750
APRIL	155,700	5,023
MAY	153,600	4,955
JUNE		
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	748,700	4,820

CHARLES TOWN UTILITY BOARD
SEWER FUND
FISCAL YEAR 2024 CAPITAL EXPENDITURE REPORT
As of June 26, 2024

CAPITAL EXPENDITURE DISBURSEMENT REPORT

DATE	BUDGET LINE ITEM	AMOUNT	DESCRIPTION
8/3/2023	FLEET TRUCKS & EQUIPMENT	$ 61,969.00	2022 FORD F-250 (SEWER DEPT)
8/9/2023	FLEET TRUCKS & EQUIPMENT	14,853.32	JD 17G MINI ESCAVATOR
9/13/2023	PUMP STATION REPAIRS/REHAB	31,642.02	WENDY'S PS UPGRADE
2/28/2024	REPLACEMENT PUMPS/EQUIPMENT	22,720.00	SOFT START @ CTWWP
3/13/2024	STANDARD WORK FLEET	60,000.00	2024 CHEVROLET SILVERADO 2500
6/26/2024	COLLECTION SYSTEM REPAIRS/REHAB	47,060.08	ROAD @ TUSCA. PLANT & FARM LANE
6/26/2024	COLLECTION SYSTEM REPAIRS/REHAB	33,454.00	NEW FENCING/GATES @ CTWWTP/MAINT
TOTAL		**$ 271,698.42**	

CAPITAL EXPENDITURE BUDGET VS. ACTUAL

BUDGET LINE ITEM	BUDGET	DISBURSEMENTS AS OF 6/26/2024	BUDGET REMAINING
ASSET MANAGEMENT SOFTWARE IMPLEMENTATION	35,000.00	-	35,000.00
BILLING & ACCOUNTING SOFTWARE IMPLEMENTATION	25,000.00	-	25,000.00
FLEET TRUCKS & EQUIPMENT	80,000.00	(76,822.32)	3,177.68
STANDARD WORK FLEET	60,000.00	(60,000.00)	-
OFFICE STANDARD FLEET	20,000.00	-	20,000.00
REPLACEMENT PUMPS/EQUIPMENT	100,000.00	(22,720.00)	77,280.00
MANHOLE SUPPLIES FOR REHAB	75,000.00	-	75,000.00
PUMP STATION REPAIRS/REHABILITATION	200,000.00	(31,642.02)	168,357.98
COLLECTION SYSTEM REPAIRS/REHABILTATION	125,000.00	(80,514.08)	44,485.92
TOTAL CAPITAL EXPENDITURE BUDGET	**$ 720,000.00**	**$ (271,698.42)**	**$ 448,301.58**

Charles Town Water Department
Revenue & Expense Summary
5/31/2024

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,915,000	Metered Sales - Residential	2,672,083	2,691,923	19,839
1,400,000	Metered Sales - Commercial	1,283,333	1,292,566	9,233
88,000	Metered Sales - Glen Haven/Cavaland	80,667	82,822	2,155
24,000	Sale for Resale - Bulk Water	22,000	25,945	3,945
80,000	Forfieted Discounts	73,333	70,043	(3,290)
28,500	Misc. Service Rev - Reconnection / Tap Fees	26,125	25,005	(1,120)
565,000	Tank Lot Rental Income (Non-Operating)	517,917	456,714	(61,202)
145,000	Interest Income (Non-Operating)	132,917	178,373	45,456
28,000	Sinking Fund Income (Non-Operating)	25,667	25,506	(161)
35,000	Miscellaneous Income (Non-Operating)	32,083	34,477	2,394
5,308,500	**TOTAL REVENUES**	4,866,125	4,883,374	17,249
	EXPENSES			
15,000	WS - Materials & Supplies Expense	13,750	13,421	(329)
30,000	WS - Maint of Water Source	27,500	21,497	(6,003)
380,129	WT - Salaries & Wages - Operations Labor	348,452	340,992	(7,460)
150,000	WT - Power & Fuel	137,500	131,177	(6,323)
8,400	WT - Power & Fuel - GH/CAV	7,700	7,086	(614)
185,000	WT - Chemical Expense	169,583	163,054	(6,529)
35,000	WT - Testing	32,083	15,605	(16,479)
30,000	WT - Materials & Supplies Expense	27,500	33,241	5,741
4,000	WT - Materials & Supplies Expense - GH/CAV	3,667	5,175	1,508
45,000	WT - Sludge Hauling	41,250	38,983	(2,267)
90,000	WT - Maint of Water Treatment Plant	82,500	74,775	(7,725)
10,000	WT - Maint of Water Plant - GH/CAV	9,167	9,640	474
25,000	WT - Licenses & Subscriptions	22,917	14,267	(8,650)
389,144	TD - Salaries & Wages - Maintenance Labor	356,715	356,618	(98)
25,000	TD - Materials & Supplies Expense	22,917	17,365	(5,552)
50,000	TD - Maint of Dist Reservior & Standpipes	45,833	25,836	(19,997)
120,000	TD - Maint of Mains	110,000	117,456	7,456
160,000	TD - Maint of Services	146,667	143,809	(2,858)
240,000	TD - Maint of Meters	220,000	222,884	2,884
50,000	TD - Maint of Hydrants	45,833	43,591	(2,243)
197,629	CA - Salaries & Wages	181,160	162,310	(18,850)
65,000	CA - Billing Expense	59,583	41,235	(18,348)
64,500	CA - Licenses & Subscriptions (includes Sensus)	59,125	44,112	(15,014)
15,000	CA - Bad Debt Expense	13,750	9,945	(3,805)
130,607	GA - Salaries & Wages	119,723	120,548	825
2,500	GA - Director Compensation	2,292	2,250	(42)
178,000	GA - Employee Insurance & Benefits	163,167	158,102	(5,065)
98,776	GA - Employee Pension Expense	90,545	84,566	(5,979)
83,959	GA - Payroll Taxes - FICA Tax Expense	76,962	75,968	(995)
22,101	GA - Employee 457 Expense	20,259	18,108	(2,151)
78,000	GA - Office Supplies & Expense	71,500	85,065	13,565

Charles Town Water Department
Revenue & Expense Summary
5/31/2024

6,500	GA - Travel, Training, & Education	5,958	5,118	(840)
8,000	GA - Uniform Expense	7,333	5,816	(1,518)
22,000	GA - Computer - Technology Expense	20,167	19,569	(598)
25,000	GA - Maint. of General Property	22,917	28,156	5,239
30,000	GA - Licenses & Subscriptions	27,500	13,722	(13,778)
25,000	GA - Contractual Services - Engineering	22,917	20,786	(2,130)
20,000	GA - Contractual Services - Accounting	18,333	19,525	1,192
65,000	GA - Contractual Services - Legal	59,583	53,562	(6,021)
20,000	GA - Contractual Services - Other	18,333	16,490	(1,843)
15,300	GA - Rental of Building	14,025	12,750	(1,275)
68,000	GA - Transportation Expense	62,333	58,201	(4,132)
85,000	GA - Insurance	77,917	83,976	6,059
26,000	GA - Worker's Comp	23,833	16,858	(6,975)
20,000	GA - Regulatory Commission Expense	18,333	5,856	(12,477)
6,000	GA - Bond Administration Fees	5,500	4,123	(1,377)
10,000	GA - Misc. General Expense	9,167	6,101	(3,066)
4,000	Advertising & Publication Expense	3,667	3,657	(9)
376,358	Interest on Long Term Debt (Non-Operating)	344,995	319,138	(25,857)
1,237,073	Depreciation Expense (Non-Cash)	1,133,984	1,133,984	-
5,046,975	**TOTAL EXPENSES**	4,626,394	4,426,065	(200,329)

261,525	Excess (Deficit)	239,731	457,309	
	Reconciliation to Cash:			
	Cash Balance @ 6/30/23		650,664	
	Disbursements To Date		(5,491,948)	
	Expenses		4,426,065	
	Deposits To Date		5,469,372	
	Revenues		(4,883,374)	
	CASH BALANCE @ 5/31/2024		628,088	
			628,088	Water Operating
			(0)	
	CIF Revenue (Non-Operating)		1,691,814	
	Water Capacity Improvement Fund		5,889,307	
	Water Renewal & Replacement Fund		793,722	
	Water Working Capital Fund		394,615	

Charles Town Sewer Department
Revenue & Expense Summary
5/31/2024

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,600,000	CTUB Service Revenue	2,383,333	2,403,061	19,727
1,500,000	Ranson Revenue	1,375,000	1,394,172	19,172
2,660,000	JCPSD Revenue	2,438,333	2,458,797	20,463
42,000	Customer Forfieted Discounts	38,500	37,748	(752)
30,000	Customer Forfieted Discounts- RA	27,500	28,834	1,334
52,000	Customer Forfieted Discounts- PSD	47,667	44,077	(3,590)
30,000	Misc. Sewer Revenues (Non-Operating)	27,500	29,778	2,278
162,000	Interest Income (Non-Operating)	148,500	211,695	63,195
160,000	Sinking Fund Income (Non-Operating)	146,667	158,064	11,397
7,236,000	**TOTAL REVENUES**	6,633,000	6,766,225	133,225
	EXPENSES			
15,000	CS - Materials & Supplies Expense	13,750	6,908	(6,842)
65,000	CS - Maint of Service Connections	59,583	52,658	(6,925)
180,000	CS - Maint of Collecting & Trans. Mains	165,000	120,380	(44,620)
402,006	PS - Salaries & Wages	368,505	358,702	(9,803)
140,000	PS - Power & Fuel	128,333	130,573	2,240
25,000	PS - Materials & Supplies Expense	22,917	16,909	(6,007)
65,000	PS - Sludge Hauling	59,583	58,266	(1,317)
180,000	PS - Maint of Pump Stations	165,000	133,649	(31,351)
313,509	TD - Salaries & Wages	287,383	285,319	(2,064)
150,000	TD - Power - CT Plant	137,500	140,356	2,856
90,000	TD - Power - TUI	82,500	78,316	(4,184)
10,000	TD - Power - Deerfield	9,167	4,564	(4,603)
180,000	TD - Chemical Expense - CT	165,000	136,369	(28,631)
25,000	TD - Chemical Expense - TUI	22,917	21,560	(1,356)
35,000	TD - Testing - CT	32,083	30,888	(1,196)
12,000	TD - Testing - TUI	11,000	9,640	(1,360)
80,000	TD - Materials & Supplies Expense	73,333	57,916	(15,417)
60,000	TD - Sludge Hauling - TUI	55,000	45,307	(9,693)
110,000	TD - Maint. Burns Farm	100,833	100,419	(414)
240,000	TD - Maint. Treatment Plant - CT	220,000	251,354	31,354
145,000	TD - Maint. Treatment Plant - TUI	132,917	110,893	(22,024)
15,000	TD - Maint. Treatment Plant - Deerfield	13,750	15,649	1,899
246,780	CA - Billing & Acct Labor	226,215	212,515	(13,700)
75,000	CA - Billing Expense	68,750	48,791	(19,959)
40,000	CA - Licenses & Subscriptions	36,667	16,944	(19,723)
25,000	CA - Bad Debt Expense	22,917	18,215	(4,701)
205,113	GA - Salaries & Wages	188,020	188,752	731
2,500	GA - Director Compensation	2,292	2,250	(42)
210,000	GA - Employee Insurance & Benefits	192,500	160,347	(32,153)
105,067	GA - Employee Pension Expense	96,311	92,984	(3,327)
89,307	GA - Payroll Taxes - FICA Tax Expense	81,864	80,886	(978)
20,000	GA - Employee 457 Expense	18,333	16,998	(1,336)

Charles Town Sewer Department
Revenue & Expense Summary
5/31/2024

85,000	GA - Office Supplies & Expense	77,917	86,863	8,946
12,000	GA - Travel, Training, & Education	11,000	12,825	1,825
6,500	GA - Uniform Expense	5,958	5,006	(952)
20,000	GA - Computer - Technology Expense	18,333	15,720	(2,613)
30,000	GA - Maint. of General Property	27,500	26,609	(891)
30,000	GA - Licenses & Subscriptions	27,500	11,038	(16,462)
35,000	GA - Contractual Services - Engineering	32,083	22,239	(9,844)
30,000	GA - Contractual Services - Accounting	27,500	18,325	(9,175)
180,000	GA - Contractual Services - Legal	165,000	76,749	(88,251)
15,000	GA - Contractual Services - Other	13,750	7,035	(6,715)
15,300	GA - Rental of Building	14,025	12,750	(1,275)
90,000	GA - Transportation Expense	82,500	82,579	79
110,000	GA - Insurance	100,833	83,976	(16,857)
25,000	GA - Worker's Comp	22,917	15,565	(7,352)
30,000	GA - Regulatory Commission Expense	27,500	13,109	(14,391)
55,000	GA - Bond Administration Fees	50,417	37,276	(13,140)
15,000	GA - Misc. General Expense	13,750	8,881	(4,869)
3,000	GA - Advertising & Publication Expense	2,750	1,827	(923)
603,946	Interest on Long Term Debt (Non-Operating)	553,617	308,911	(244,706)
2,205,421	Depreciation Expense (Non-Cash)	2,021,636	2,021,636	-
-	Amortization Expense (Non-Cash)	-	-	-
7,152,448	**TOTAL EXPENSES**	6,556,411	5,874,195	(682,215)

83,552	Excess (Deficit)	76,589	892,030	
	Reconciliation to Cash:			
	Cash Balance @ 6/30/23		2,544,101	
	Disbursements To Date		(11,190,892)	
	Expenses		5,874,195	
	Deposits To Date		11,346,475	
	Revenues		(6,766,225)	
	CASH BALANCE 5/31/2024		2,699,684	
			2,699,684	Sewer Operating
			(0)	
	Grant Revenue - WDA EEGF		1,007,221	
	CIF Revenue (Non-Operating)		2,360,634	
	Sewer Capacity Improvement Fund		7,336,941	
	Sewer Renewal & Replacement Fund		463,825	
	Sewer Working Capital Fund		726,162	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ZETA SOLUTIONS, LLC	KEMIRA PAX-XL8	WATER FUND	WATER	11,664.00
			TOTAL:	11,664.00

FUND TOTALS		
50	WATER FUND	210,600.93
60	SEWER FUND	1,111,342.24
	GRAND TOTAL:	1,321,943.17

TOTAL PAGES: 10

APPROVED BY: _____

APPROVED BY: _____

This Packet:	$ 1,321,943.17
Quality Fence & Deck, check dated 5/22/2024:	19,425.00
J.Zanabria cancel irrigation meter, check dated 5/28/2024:	950.00
S.Williams per diem, check dated 5/30/2024:	147.50
Total:	$ 1,342,465.67

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	TRAINING	WATER FUND	WATER	106.22
	UNIFORMS	WATER FUND	WATER	391.89
	GEN EXPENSE	WATER FUND	WATER	740.94
	TRANSPORTATION	WATER FUND	WATER	31.95
	W.I.P.	SEWER FUND	NON-DEPARTMENTAL	731.92
	OFFICE SUPPLIES	SEWER FUND	SEWER	1,302.11
	SUBSCRIPTIONS	SEWER FUND	SEWER	56.28
	TRMNT &DSPSL SUPPLIES	SEWER FUND	SEWER	2,316.36
	UNIFORMS	SEWER FUND	SEWER	874.36
	DEERFIELD MAINT	SEWER FUND	SEWER	214.30
	PMPSTN SUPPLIES	SEWER FUND	SEWER	210.83
	TWWTP MAINT	SEWER FUND	SEWER	279.80
	ADVERTISING	SEWER FUND	SEWER	1,467.57
	TRANSPORTATION	SEWER FUND	SEWER	186.55
	GEN EXPENSE	SEWER FUND	SEWER	740.94
			TOTAL:	13,076.99
HD SUPPLY INC	BOOTS	WATER FUND	WATER	71.29
	HYDRANT MARKER	WATER FUND	WATER	59.96
	HYDRANT MARKER	WATER FUND	WATER	164.89
	HYDRANT MARKER	WATER FUND	WATER	215.84
	VALVE, CONNECTOR, TUBING,	WATER FUND	WATER	1,691.47
	HYDRANT MARKER	WATER FUND	WATER	283.29
	HYDRANT MARKER	WATER FUND	WATER	59.96
	BALLAST	SEWER FUND	SEWER	567.75
	BALLAST	SEWER FUND	SEWER	183.95
	STEEL TOE BOOTS	SEWER FUND	SEWER	72.29
	GLOVES, CABLE, TESTS, TRNS	SEWER FUND	SEWER	383.56
	GLOVES, CABLE, TESTS, TRNS	SEWER FUND	SEWER	909.31
	GLOVES, CABLE, TESTS, TRNS	SEWER FUND	SEWER	2,729.42
	FLOAT SWITCH	SEWER FUND	SEWER	1,054.90
	FLOAT SWITCH	SEWER FUND	SEWER	767.20
	NET, FLOAT SWITCH	SEWER FUND	SEWER	1,920.65
			TOTAL:	11,135.73
WAKEFIELD & ASSOCIATES INC	MAY COLLECTIONS	WATER FUND	WATER	10.42
	MAY COLLECTIONS	SEWER FUND	SEWER	10.43
			TOTAL:	20.85
WALKER DIVING UNDERWATER CONSTRUCTION	INTAKE CLEANING/INSPECTION	WATER FUND	WATER	6,058.00
			TOTAL:	6,058.00
WV AMERICAN WATER	SHUTOFFS & RECONNECTS	SEWER FUND	NON-DEPARTMENTAL	440.00
			TOTAL:	440.00
WV BUREAU OF PUBLIC HEALTH	C.COLE CLSS I,S,C WW CERTS	SEWER FUND	SEWER	125.00
	T.MARKLEY CLSS S,C CERTS	SEWER FUND	SEWER	100.00
			TOTAL:	225.00
WV WATER DEVELOPMENT AUTHORITY	#2017-175 INFRSCTR FNDPRJC	SEWER FUND	NON-DEPARTMENTAL	715.04
			TOTAL:	715.04
WV ASSOC OF COUNTIES GROUP SELF-INSURA	QUARTERLY	WATER FUND	NON-DEPARTMENTAL	21,676.75
	QUARTERLY	SEWER FUND	NON-DEPARTMENTAL	21,676.75
			TOTAL:	43,353.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
				TOTAL:	735.08
STEPTOE & JOHNSON PLLC	GENERAL EMPLOYER COUNSELIN	WATER FUND	WATER		243.75
	GENERAL ENVIRONMENTAL	SEWER FUND	SEWER		4,742.50
	GENERAL ENVIRONMENTAL	SEWER FUND	SEWER		6,625.00
				TOTAL:	11,611.25
STH, INC.	MISC FLOATS FOR PS'S	SEWER FUND	SEWER		1,405.62
	RACE TRACK PS SPARE PMP	SEWER FUND	SEWER		10,900.00
	SHN#1 SPARE PMP	SEWER FUND	SEWER		11,850.00
	SPARE PUMP FOR MISC PS'S	SEWER FUND	SEWER		7,800.00
				TOTAL:	31,955.62
T-MOBILE	MONTHLY CELL SVC	WATER FUND	WATER		113.61
	MONTHLY CELL SERVICE	WATER FUND	WATER		113.61
	MONTHLY CELL SVC	SEWER FUND	SEWER		178.58
	MONTHLY CELL SERVICE	SEWER FUND	SEWER		178.58
				TOTAL:	584.38
GERALD TAYLOR CO., INC.	PUMP / TRANSPORT	WATER FUND	WATER		778.12
	PUMP / TRANSPORT	WATER FUND	WATER		788.64
	PUMP / TRANSPORT	WATER FUND	WATER		525.76
	PUMP / TRANSPORT	WATER FUND	WATER		1,072.85
	TRANSPORT	SEWER FUND	SEWER		944.46
	TRANSPORT	SEWER FUND	SEWER		839.52
	PUMP SPLITTER	SEWER FUND	SEWER		358.89
	VAC LIFT STATIONS	SEWER FUND	SEWER		2,826.99
	WW PUMP / TRANSPORT	SEWER FUND	SEWER		831.60
				TOTAL:	8,966.83
TEK ADVISORS LLC	CNSLTNG: 5/1 - 6/1/24	WATER FUND	WATER		440.00
	CNSLTNG: 5/1 - 6/1/24	SEWER FUND	SEWER		440.00
				TOTAL:	880.00
THE CI THORNBURG CO, INC.	RADIO PIT LID HOUSING	WATER FUND	WATER		430.73
	TRANSCEIVER	WATER FUND	WATER		5,447.13
	TRANSCEIVER	WATER FUND	WATER		10,831.31
	CYLINDER SEAL KIT	WATER FUND	WATER		2,920.00
	SRII TRPL	WATER FUND	WATER		1,085.97
	METER	WATER FUND	WATER		3,210.20
	CHLORINE	WATER FUND	WATER		2,745.00
	ALLY MTR	WATER FUND	WATER		9,900.00
	CARBON SLURRY	WATER FUND	WATER		980.00
	OMNI	WATER FUND	WATER		4,422.00
	CHAMBER, PLATE, REGISTER	WATER FUND	WATER		1,346.45
				TOTAL:	43,318.79
TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	RY2024 UNCLAIMED PROPERTY	WATER FUND	NON-DEPARTMENTAL		71.56
				TOTAL:	71.56
U.S. BANK	OFFICE SUPPLIES	WATER FUND	WATER		778.66
	SUBSCRIPTIONS	WATER FUND	WATER		56.29
	PMPNG SUPPLIES	WATER FUND	WATER		259.27
	WTP SUPPLIES	WATER FUND	WATER		583.84
	GH/CAV SUPPLIES	WATER FUND	WATER		258.54
	MAINT SUPPLIES	WATER FUND	WATER		1,488.37

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	518.00
THOMAS NALLS	MAY TANK LOT RENT	WATER FUND	NON-DEPARTMENTAL	3,937.01
			TOTAL:	3,937.01
PACE ANALYTICAL SERVICES, LLC	TESTING: WV002349/001	SEWER FUND	SEWER	329.60
	TESTING: CT	SEWER FUND	SEWER	103.70
	TESTING: TUSC WKLY	SEWER FUND	SEWER	148.40
	TESTING: CT WKLY	SEWER FUND	SEWER	257.80
	TESTING: TUSC WKLY	SEWER FUND	SEWER	161.30
	TESTING: CT	SEWER FUND	SEWER	103.70
	TESTING: CT WKLY	SEWER FUND	SEWER	264.20
	TESTING: TUSC WKLY	SEWER FUND	SEWER	154.70
	TESTING: WV0022349/IU02	SEWER FUND	SEWER	318.70
	TESTING: TUSC WKLY	SEWER FUND	SEWER	161.30
	TESTING: CT	SEWER FUND	SEWER	236.30
			TOTAL:	2,239.70
PRECISION PUMP & VALVE SERVICE, INC.	GEAR CPLNG & LASOR ALIGNMN	SEWER FUND	SEWER	9,233.00
	SVC CLL CTWWTP	SEWER FUND	SEWER	2,955.00
			TOTAL:	12,188.00
PUMPMAN PITTSBURGH	TURBIDITY METER INSTALL	SEWER FUND	SEWER	5,674.63
			TOTAL:	5,674.63
QUALITY FENCE & DECK CO	WWTP/SHOP RMV FNCNG	SEWER FUND	NON-DEPARTMENTAL	3,200.00
			TOTAL:	3,200.00
RAILROAD MGMT CO, IV LLC	RANSON, PIPE SEWER	SEWER FUND	SEWER	668.02
			TOTAL:	668.02
CORPORATION OF RANSON	MAY UT COLLECTIONS	WATER FUND	NON-DEPARTMENTAL	4,692.06
			TOTAL:	4,692.06
FCI GROUP LLC	SEWER VEHICLE TIRES	SEWER FUND	SEWER	1,208.99
			TOTAL:	1,208.99
RUMMEL, KLEPPER & KAHL, LLP	TO19 2021 CLLCTNSYSTM PRJC	SEWER FUND	NON-DEPARTMENTAL	13,301.46
			TOTAL:	13,301.46
ROSS H BARE	2 SVC CALLS ON 5/20/24	SEWER FUND	SEWER	360.00
	2 SVC CALLS ON 5/20/24	SEWER FUND	SEWER	120.00
	SVC CALL ON 6/03/24	SEWER FUND	SEWER	480.00
			TOTAL:	960.00
SG PLUMBING, INC.	206 W CONGRESS ST	WATER FUND	WATER	1,075.00
			TOTAL:	1,075.00
SHENANDOAH AIR CONDITIONING & HEATING,	FLWNG SPGS PS	SEWER FUND	SEWER	354.67
			TOTAL:	354.67
SHENANDOAH SALES & SERVICE, INC.	SEWER TRAILER REPAIR	SEWER FUND	SEWER	327.75
			TOTAL:	327.75
SOVOS COMPLIANCE, LLC	RPTG UNCLMD PRP	WATER FUND	WATER	367.54
	RPTG UNCLMD PRP	SEWER FUND	SEWER	367.54

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	514-150128	WATER FUND	NON-DEPARTMENTAL	86.20
	514-150163	WATER FUND	NON-DEPARTMENTAL	56.28
	514-150165	WATER FUND	NON-DEPARTMENTAL	58.12
	514-150166	WATER FUND	NON-DEPARTMENTAL	56.28
	514-150167	WATER FUND	NON-DEPARTMENTAL	62.22
	506-000700	WATER FUND	NON-DEPARTMENTAL	21.65
	101-001375	WATER FUND	NON-DEPARTMENTAL	33.00
	106-001250	WATER FUND	NON-DEPARTMENTAL	8.24
	201-001075	WATER FUND	NON-DEPARTMENTAL	183.08
	701-002010	WATER FUND	NON-DEPARTMENTAL	50.35
	701-003320	WATER FUND	NON-DEPARTMENTAL	18.91
	701-003920	WATER FUND	NON-DEPARTMENTAL	18.92
	702-001340	WATER FUND	NON-DEPARTMENTAL	44.06
	702-003970	WATER FUND	NON-DEPARTMENTAL	18.92
	703-002028	WATER FUND	NON-DEPARTMENTAL	41.59
	703-002212	WATER FUND	NON-DEPARTMENTAL	43.94
	703-002216	WATER FUND	NON-DEPARTMENTAL	12.85
	703-002217	WATER FUND	NON-DEPARTMENTAL	12.85
	703-002218	WATER FUND	NON-DEPARTMENTAL	12.85
	703-002223	WATER FUND	NON-DEPARTMENTAL	43.94
	703-002224	WATER FUND	NON-DEPARTMENTAL	9.80
	703-002227	WATER FUND	NON-DEPARTMENTAL	43.94
	703-002210	WATER FUND	NON-DEPARTMENTAL	18.91
	703-002219	WATER FUND	NON-DEPARTMENTAL	18.91
	704-001030	WATER FUND	NON-DEPARTMENTAL	19.94
	704-001690	WATER FUND	NON-DEPARTMENTAL	19.52
	704-002590	WATER FUND	NON-DEPARTMENTAL	30.72
	705-000540	WATER FUND	NON-DEPARTMENTAL	36.79
	707-001290	WATER FUND	NON-DEPARTMENTAL	44.55
	707-002300	WATER FUND	NON-DEPARTMENTAL	67.58
	701-003650	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003660	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003670	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003680	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003700	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003710	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003720	WATER FUND	NON-DEPARTMENTAL	78.04
	701-003840	WATER FUND	NON-DEPARTMENTAL	30.17
	701-003870	WATER FUND	NON-DEPARTMENTAL	30.17
	702-003820	WATER FUND	NON-DEPARTMENTAL	30.17
	702-003940	WATER FUND	NON-DEPARTMENTAL	30.17
	702-004020	WATER FUND	NON-DEPARTMENTAL	43.94
	702-004030	WATER FUND	NON-DEPARTMENTAL	43.95
	702-004060	WATER FUND	NON-DEPARTMENTAL	43.94
	702-004070	WATER FUND	NON-DEPARTMENTAL	43.94
	702-004080	WATER FUND	NON-DEPARTMENTAL	43.94
	702-004120	WATER FUND	NON-DEPARTMENTAL	34.33
	702-004130	WATER FUND	NON-DEPARTMENTAL	41.58
			TOTAL:	4,945.34
MISS UTILITY OF WV, INC.	MESSAGE FEES: MAY	WATER FUND	WATER	252.65
	MESSAGE FEES: MAY	SEWER FUND	SEWER	252.65
			TOTAL:	505.30
MSA SAFETY INCORPORATED	CALIBRATING GAS MONITORS	SEWER FUND	SEWER	259.00
	CALIBRATING GAS MONITORS	SEWER FUND	SEWER	259.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MCKINNEY'S AUTO REPAIR	WATER VEHICLE INSPECTION	WATER FUND	WATER	19.00
	INSPECTION SEWER VEHICLE	SEWER FUND	SEWER	19.00
	SERVICE SEWER VEHICLE	SEWER FUND	SEWER	126.41
	TOW & REPAIR SEWER VEHICLE	SEWER FUND	SEWER	301.97
			TOTAL:	466.38
METLIFE, INC	AD&D PAYABLE	WATER FUND	WATER	9.66
	LIFE PAYABLE	WATER FUND	WATER	51.42
	LTD PAYABLE	WATER FUND	WATER	317.29
	STD PAYABLE	WATER FUND	WATER	395.32
	AD&D PAYABLE	SEWER FUND	SEWER	9.56
	LIFE PAYABLE	SEWER FUND	SEWER	50.88
	LTD PAYABLE	SEWER FUND	SEWER	288.05
	STD PAYABLE	SEWER FUND	SEWER	359.44
			TOTAL:	1,481.62
SECURITY DEPOSIT REFUNDS	101-000735	WATER FUND	NON-DEPARTMENTAL	4.08
	101-001575	WATER FUND	NON-DEPARTMENTAL	89.54
	103-001771	WATER FUND	NON-DEPARTMENTAL	24.31
	104-000880	WATER FUND	NON-DEPARTMENTAL	62.64
	106-001235	WATER FUND	NON-DEPARTMENTAL	78.73
	106-001355	WATER FUND	NON-DEPARTMENTAL	77.42
	107-000072	WATER FUND	NON-DEPARTMENTAL	36.00
	107-000079	WATER FUND	NON-DEPARTMENTAL	54.45
	108-000202	WATER FUND	NON-DEPARTMENTAL	45.39
	108-000292	WATER FUND	NON-DEPARTMENTAL	54.39
	201-000170	WATER FUND	NON-DEPARTMENTAL	66.22
	202-000184	WATER FUND	NON-DEPARTMENTAL	67.81
	202-001420	WATER FUND	NON-DEPARTMENTAL	3.85
	202-001475	WATER FUND	NON-DEPARTMENTAL	76.99
	203-000630	WATER FUND	NON-DEPARTMENTAL	93.53
	203-001425	WATER FUND	NON-DEPARTMENTAL	34.57
	203-001815	WATER FUND	NON-DEPARTMENTAL	51.98
	401-000303	WATER FUND	NON-DEPARTMENTAL	52.56
	401-000357	WATER FUND	NON-DEPARTMENTAL	93.24
	401-000471	WATER FUND	NON-DEPARTMENTAL	47.04
	401-000875	WATER FUND	NON-DEPARTMENTAL	69.31
	403-001084	WATER FUND	NON-DEPARTMENTAL	9.55
	504-000248	WATER FUND	NON-DEPARTMENTAL	46.31
	504-900012	WATER FUND	NON-DEPARTMENTAL	54.44
	514-150100	WATER FUND	NON-DEPARTMENTAL	98.89
	514-150102	WATER FUND	NON-DEPARTMENTAL	110.72
	514-150103	WATER FUND	NON-DEPARTMENTAL	109.03
	514-150105	WATER FUND	NON-DEPARTMENTAL	109.03
	514-150106	WATER FUND	NON-DEPARTMENTAL	103.11
	514-150109	WATER FUND	NON-DEPARTMENTAL	112.40
	514-150114	WATER FUND	NON-DEPARTMENTAL	109.03
	514-150115	WATER FUND	NON-DEPARTMENTAL	110.72
	514-150116	WATER FUND	NON-DEPARTMENTAL	66.13
	514-150117	WATER FUND	NON-DEPARTMENTAL	91.29
	514-150118	WATER FUND	NON-DEPARTMENTAL	93.81
	514-150119	WATER FUND	NON-DEPARTMENTAL	91.29
	514-150120	WATER FUND	NON-DEPARTMENTAL	56.97
	514-150121	WATER FUND	NON-DEPARTMENTAL	56.97
	514-150122	WATER FUND	NON-DEPARTMENTAL	87.90
	514-150124	WATER FUND	NON-DEPARTMENTAL	86.21

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
	W/E 6/16/24	WATER FUND	WATER		892.90
	W/E 6/02/24	WATER FUND	WATER		705.94
	W/E 5/19/24	SEWER FUND	SEWER		983.17
	W/E 5/26/24	SEWER FUND	SEWER		1,131.83
	W/E 5/26/24	SEWER FUND	SEWER		34.08
	W/E 6/9/24	SEWER FUND	SEWER		1,192.91
	W/E 6/16/24	SEWER FUND	SEWER		1,383.58
	W/E 6/16/24	SEWER FUND	SEWER		29.21
	W/E 6/02/24	SEWER FUND	SEWER		920.12
	W/E 6/02/24	SEWER FUND	SEWER		51.22
				TOTAL:	9,167.46
GWIN DOBSON & FOREMAN INC	STNDRD SPECS UPDATE	WATER FUND	WATER		1,168.83
	WWTP UPGRADE	SEWER FUND	NON-DEPARTMENTAL		510.90
	WWTP UPGRADE	SEWER FUND	NON-DEPARTMENTAL		20,587.45
	CNTRHLLW PS	SEWER FUND	NON-DEPARTMENTAL		2,723.21
	WW RETAINER SVCS	SEWER FUND	SEWER		2,085.20
	STNDRD SPECS UPDATE	SEWER FUND	SEWER		1,168.83
				TOTAL:	28,244.42
HIGH HORIZONS FARM, INC.	STRAW	WATER FUND	WATER		100.00
				TOTAL:	100.00
PROTOUCH COMMUNICATIONS, LLC	MAY AFTER-HRS EMERGENCY	WATER FUND	WATER		175.98
	MAY AFTER-HRS EMERGENCY	SEWER FUND	SEWER		175.98
				TOTAL:	351.96
INWOOD QUARRY, INC.	C2 PICKUPS: 5/20/24	WATER FUND	WATER		298.85
	C2 PICKUPS: 5/20/24	WATER FUND	WATER		298.84
	C2 & I10 PICKUPS: 5/28/24	WATER FUND	WATER		786.05
	C2 & I10 PICKUPS: 5/28/24	WATER FUND	WATER		786.04
	C2 & I10 PICKUPS: 6/06/24	WATER FUND	WATER		620.15
	C2 & I10 PICKUPS: 6/06/24	WATER FUND	WATER		620.15
	I8 PICKUPS: 6/11/24	SEWER FUND	SEWER		321.07
				TOTAL:	3,731.15
IRON MOUNTAIN, INC	SHREDDING, STORAGE	WATER FUND	WATER		627.91
	SHREDDING, STORAGE	SEWER FUND	SEWER		627.91
				TOTAL:	1,255.82
KAY CASTO & CHANEY PLLC	WVAWC: THRU 4/30/24	SEWER FUND	SEWER		1,012.00
	GENERAL: THRU 5/31/24	SEWER FUND	SEWER		1,527.50
	WVAW: THRU 5/31/24	SEWER FUND	SEWER		3,780.00
				TOTAL:	6,319.50
KITA, LLC	EASEMENT AGREEMENT	SEWER FUND	NON-DEPARTMENTAL		1,000.00
				TOTAL:	1,000.00
KM ELECTRICAL SOLUTIONS LLC	MULT LIGHT INSTALLS	SEWER FUND	SEWER		5,130.00
				TOTAL:	5,130.00
L/B WATER SERVICE, INC	FLANGE SUPPORT	WATER FUND	WATER		246.66
				TOTAL:	246.66
LYLE C TABB & SONS	BRUSH	SEWER FUND	SEWER		350.00
				TOTAL:	350.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	CAUSTIC SODA, LIQUID 25%	SEWER FUND	SEWER	801.10
	CONTAINER RETURNS	SEWER FUND	SEWER	360.00-
			TOTAL:	21,320.00
CRYSTAL SPRINGS	MONTHLY SVC @ 661 S GEORGE	WATER FUND	WATER	95.93
	MONTHLY SVC @ 661 S GEORGE	SEWER FUND	SEWER	95.92
			TOTAL:	191.85
CUMMINS, INC	PM: CTWWTP	SEWER FUND	SEWER	1,042.22
	PM: DEMORY FARMS	SEWER FUND	SEWER	533.26
			TOTAL:	1,575.48
D.R. HORTON, INC.	SEWER UPSIZING PER AMEA	SEWER FUND	NON-DEPARTMENTAL	10,000.00
			TOTAL:	10,000.00
WV DEPT OF HEALTH & HUMAN SERVICES	BACTERIOLOGICAL TEST	WATER FUND	WATER	46.00
	BACTERIOLOGICAL TEST	WATER FUND	WATER	184.00
			TOTAL:	230.00
EAST MOUNTAIN HEALTH PHYSICIANS, INC	W.CROSS & J.GOSSELL HEP A&	WATER FUND	WATER	234.00
	W.CROSS & J.GOSSELL HEP A&	SEWER FUND	SEWER	234.00
			TOTAL:	468.00
ENCOVA INSURANCE	WRKR CMP DPST: 7/1/23 - 7/	WATER FUND	NON-DEPARTMENTAL	2,730.00
	WRKR CMP DPST: 7/1/23 - 7/	SEWER FUND	NON-DEPARTMENTAL	2,520.00
			TOTAL:	5,250.00
ERM & ASSOCIATES LLC	ESMNT ACQSTN 2023CLLCTNSYS	SEWER FUND	NON-DEPARTMENTAL	2,103.75
			TOTAL:	2,103.75
EVERBANK N.A.	COPIER	SEWER FUND	NON-DEPARTMENTAL	3,458.38
	COPIER	SEWER FUND	SEWER	285.62
			TOTAL:	3,744.00
FERGUSON US HOLDINGS, INC	HIP WADERS	WATER FUND	WATER	130.00
	HIP WADERS	WATER FUND	WATER	131.30
	COMP FEED TAP KIT	SEWER FUND	SEWER	2,860.10
			TOTAL:	3,121.40
FIDELITY ENGINEERING LLC	GH GNRTR	WATER FUND	NON-DEPARTMENTAL	1,408.41
			TOTAL:	1,408.41
FREDERICKTOWNE LABS INC	TESTING: TUSC	SEWER FUND	SEWER	76.00
	TESTING: TUSC	SEWER FUND	SEWER	57.00
	TESTING	SEWER FUND	SEWER	658.00
	TESTING	SEWER FUND	SEWER	282.00
	TESTING	SEWER FUND	SEWER	376.00
	TESTING	SEWER FUND	SEWER	211.50
	TESTING	SEWER FUND	SEWER	376.00
	TESTING	SEWER FUND	SEWER	329.00
	TESTING	SEWER FUND	SEWER	282.00
			TOTAL:	2,647.50
GUTTMAN ENERGY	W/E 5/19/24	WATER FUND	WATER	720.43
	W/E 5/26/24	WATER FUND	WATER	585.22
	W/E 6/9/24	WATER FUND	WATER	536.85

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CHARLES TOWN UTILITIES	SEC DEP XFR 12/11/23-6/14/	WATER FUND	NON-DEPARTMENTAL	8,101.36
			TOTAL:	8,101.36
CHARLES TOWN WATER	MAY FUNDING	WATER FUND	NON-DEPARTMENTAL	12,323.71
			TOTAL:	12,323.71
CHS TRAFFIC CONTROL SERVICES, INC.	FLAGGERS N GEORGE ST 5/16/	WATER FUND	WATER	800.00
	GUYS BUICK NEW SWR TAP	SEWER FUND	SEWER	1,245.00
			TOTAL:	2,045.00
CITY ELECTRIC SUPPLY CO	MCM 2 PORT	SEWER FUND	SEWER	72.63
			TOTAL:	72.63
CITY NATIONAL BANK	LOCKBOX SVCS: MAY	WATER FUND	WATER	121.80
	LOCKBOX SVCS: MAY	SEWER FUND	SEWER	121.80
			TOTAL:	243.60
CITY OF CHARLES TOWN	UB COLLECTIONS MAY	WATER FUND	NON-DEPARTMENTAL	19,916.66
			TOTAL:	19,916.66
CORE & MAIN	STONE SPRNG TAP	WATER FUND	WATER	1,688.00
	CPLG	WATER FUND	WATER	928.96
	SS TAP SLV CS FLG	WATER FUND	WATER	1,160.84
	BRS SAD	WATER FUND	WATER	218.22
	WATER STOCK	WATER FUND	WATER	1,602.60
	WATER STOCK	WATER FUND	WATER	4,335.30
	WATER STOCK	WATER FUND	WATER	131.96
	CPLG, NSTXMIP	WATER FUND	WATER	91.40
	CPLG, NSTXMIP	WATER FUND	WATER	633.16
	CPL	WATER FUND	WATER	213.90
	CPLG	WATER FUND	WATER	105.76
	CPLG	WATER FUND	WATER	105.76
	CPLG	WATER FUND	WATER	158.64
	CPLG	WATER FUND	WATER	158.64
	313-220NL, 313-253NL	WATER FUND	WATER	484.44
	BALL CORP STOP	WATER FUND	WATER	279.85
	BALL CORP STOP	WATER FUND	WATER	279.85
	BRS INSERT, CPG	WATER FUND	WATER	127.25
	BRS INSERT, CPG	WATER FUND	WATER	127.25
	COVER, LID	WATER FUND	WATER	1,388.52
	SS BAND	WATER FUND	WATER	313.36
	BUSHING, BRS SAD, BALLCORP	WATER FUND	WATER	295.11
	PARK AVE HYDRANT	WATER FUND	WATER	2,372.12
	CPLG, EXTN KIT	WATER FUND	WATER	1,073.80
	EXTENSION KIT	WATER FUND	WATER	627.50
	ECC INCREASER	SEWER FUND	SEWER	154.70
			TOTAL:	19,056.89
CORNET INC	PARK & HIGGS NEW HYDRANT	WATER FUND	WATER	6,651.80
	HYDRANT REPAIR	WATER FUND	WATER	3,831.80
			TOTAL:	10,483.60
COYNE CHEMICAL	AMMONIUM SULFATE 40% NSF	WATER FUND	WATER	5,391.62
	AMMONIUM SULFATE 40% NSF	WATER FUND	WATER	1,717.00
	CP - 837	WATER FUND	WATER	3,544.39
	ZETAG 8868 FS	SEWER FUND	SEWER	10,225.89

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
3RD TIME TRUCKING	C2 PICKUPS: 5/09/24	WATER FUND	WATER		212.97
	C2 PICKUPS: 5/09/24	WATER FUND	WATER		212.98
	C2 PICKUPS: 5/20/24	WATER FUND	WATER		144.27
	C2 PICKUPS: 5/20/24	WATER FUND	WATER		144.27
	C2 & I10 PICKUPS: 5/28/24	WATER FUND	WATER		365.71
	C2 & I10 PICKUPS: 5/28/24	WATER FUND	WATER		365.72
				TOTAL:	1,445.92
WILLIAM HOAK	TWWTP & FARM LN ASPHLT&RD	SEWER FUND	NON-DEPARTMENTAL		37,485.00
				TOTAL:	37,485.00
ALS GROUP USA CORP	TESTING: CAV	WATER FUND	WATER		193.00
	TESTING: WV3301905	SEWER FUND	SEWER		326.00
	TESTING: WV3301905	SEWER FUND	SEWER		717.00
				TOTAL:	1,236.00
ALVAREZ CONTRACTORS, INC	WWTP PROJECT	SEWER FUND	NON-DEPARTMENTAL		823,882.75
				TOTAL:	823,882.75
IRVIN DUANE SHUTLER	MASON DR	WATER FUND	WATER		625.00
	EAGLE AVE	WATER FUND	WATER		625.00
				TOTAL:	1,250.00
AMERIGAS PROPANE LP	PROPANE: S PAW GNRTR	SEWER FUND	SEWER		739.66
	TANK RENTAL: RT 9W	SEWER FUND	SEWER		130.30
	TANK RENTAL: WOODLAWN	SEWER FUND	SEWER		130.30
	TANK RENTAL: RT 9W	SEWER FUND	SEWER		130.30
	TANK RENTAL: APPLETREE	SEWER FUND	SEWER		130.30
	TANK RENTAL: CRANES LN	SEWER FUND	SEWER		130.30
	TANK RENTAL: JEFF AVE	SEWER FUND	SEWER		164.65
				TOTAL:	1,555.81
APPLE VALLEY TIRE	FLAT REPAIR SEWER TRUCK	SEWER FUND	SEWER		28.25
				TOTAL:	28.25
AUTOZONE	BATTERY WATER TRUCK	WATER FUND	WATER		188.99
	MAINT TRUCK SUPPLIES	WATER FUND	WATER		249.43
				TOTAL:	438.42
BIEDLER'S ELECTRIC MOTOR REPAIR, INC.	MIXER PUMP REPAIR	SEWER FUND	SEWER		4,017.34
	BELTS: PARK PS	SEWER FUND	SEWER		185.52
				TOTAL:	4,202.86
JP & RF BURNS PARTNERSHIP	MAY LOADS - 52	SEWER FUND	SEWER		9,464.00
	BACKPAY CRRCTN	SEWER FUND	SEWER		748.00
				TOTAL:	10,212.00
CLAYTON SHICH	STONE SPGS DEVLPMNT	WATER FUND	WATER		850.00
	EAGLE AVE HYDRANT	WATER FUND	WATER		650.00
				TOTAL:	1,500.00
CHARLES TOWN LOCK & KEY, INC	MAINT DUMP TRUCK	WATER FUND	WATER		160.00
				TOTAL:	160.00
CHARLES TOWN SEWER	MAY FUNDING	SEWER FUND	NON-DEPARTMENTAL		15,788.80
				TOTAL:	15,788.80