CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, JULY 14, 2021

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

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of June 23, 2021 Regular Meeting Minutes
   2021.06.23 UB MINUTES.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. Public access to the meeting room will be limited due to continued public health concerns. A limited number of members of the public may be admitted to the room to observe the meeting/provide comments.

   The public is invited to attend this meeting and provide comment via webcast (www.ctubwv.com - Board Meetings - Meeting Agendas and Minutes 2021). Written comments may also be received prior to the meeting at kstolipher@ctubwv.com which will be read aloud during the public comment period. The public may also attend the meeting by accessing the following zoom link:
   https://us06web.zoom.us/j/85883928249?pwd=K0JBNlJ1d0dpV1BLRzR2ellnWG5TUT09
   or by calling 1-301-715-8592 and entering the Meeting ID 858 8392 8249, Passcode 399055.

3. **UNFINISHED BUSINESS**

4. **NEW BUSINESS**
   a. GDF General Project Overview - Water and Sewer
   b. GDF Geophysical Exploration Report
   Geophysical Exploration Report.pdf
   c. GDF Task Order - Shenandoah Junction Public Sewer System Evaluation
   Shenandoah Junction Sewer System Evaluation Proposal.pdf
   d. Vertical Turbine Pump and Mechanical Seal Quote for Tuscawilla
   Vertical Turbine Pump.pdf
   e. Utility Truck Purchase - Sewer
   Work Truck Information.pdf

5. **MANAGER REPORTS**
   a. Utility Manager Report
      UM Report.pdf
   b. Chairman Report

6. **APPROVAL OF BILLS**
   a. July 14, 2021
      Board Report 7.14.21.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY**
   a. Next Meeting - July 28, 2021 at 4:00 PM
   b. ARPA Funding Request Letters
      ARPA Funding Request Letters.pdf
   c. Jefferson Memorial Park Sewer Line Design
      JMP Sewer Line Design.pdf

June 23, 2021

The Charles Town Utility Board held a meeting on June 23, 2021 at 4:00 p.m. Members of the Board present were Daryl Hennessy, Pete Kubic, Duke Pierson, Tommy Stocks and Jacquelyn Milliron. Also present were Kristen Stolipher, April Shultz, Hoy Shingleton, Commissioner Caleb Hudson and Ashley Stottlemyer. The Chairman called for changes or corrections to the June 9, 2021 regular meeting minutes. Jacquelyn suggested changes. The Board approved the minutes as amended. The Board received no public comment.

Next, Tracey Eberling from Steptoe & Johnson, gave a presentation on Ethics for the board member training topic this month. Ms. Eberling reviewed ethical considerations for board members and provided an overview of the WV Ethics Act.

The Chairman next opened the floor for discussion on the Gannett Fleming – Overview of Class Cost of Service Study. Connie Heppenstall from Gannett Fleming, provided a summary on the results of the class cost of service study. She noted the current sewer rates are appropriate because the revenue generated from each class of customer is in proportion to the cost to serve each class of customer. She also provided a projected sewer rate design with two options that would consolidate rates over an 8-year period. John Kunkle, CTUB accountant, was also in the audience. Connie addressed questions from the Board. The Chairman added the study provided a pathway to achieve rate equalization if the Board chose to move forward with this option.

Next discussed was the Dewberry Task Order. Kristen provided the task order, totaling $39,500.00, was to prepare a water strategic plan by evaluating the distribution system, storage facilities and booster pumping station. The plan will offer what improvements are needed and assist in developing the CIF analysis. The last study was prepared by Black and Veatch in 2007. Motion by Duke, second by Tommy, with discussion from Jacquelyn, the Board approved the Dewberry task order.

Next, the Board discussed RK&K Forrest Avenue and Fairfax Crossing Report. Kristen noted that RK&K has finalized their report for providing sewer service to the existing Fairfax Crossing Subdivision, the proposed Lakeland Place at Fairfax Crossing Subdivision, and the Forrest Street Pump Station service area. Rhiannon Dodge of RK&K presented the proposed option for combining all flows into a single pump station. She also provided that the report included a breakdown of costs for CTUB's portion of the line which would decommission the 11th Avenue and Forrest Avenue pump stations and cost estimates for the proposed Lakeland Place pump station with a pro rata share of costs for the developer of that subdivision. This option would relieve Old Town Ranson of sewer flows. Duke mentioned this project was discussed prior to consolidation as a needed project. Jacquelyn did not agree with the pro rata share of construction costs.

The Chairman next opened the floor for discussion on the RK&K Task Order 12 Change Order No. 1 – Forrest Avenue and Fairfax Crossing. Kristen explained the task order is for the design, construction specifications, drawings, etc that will go into the facility plan to go before WVIJDC for project funding. Motion by Duke, second by Tommy, with discussion from Jacquelyn, the Board approved Task Order 12, Change Order No. 1. Jacquelyn opposed based on the cost sharing presentation and not the project itself.

The Board next discussed Resolution 2021-04 Route 9 Project Escrow Account Interest. Kristen noted the resolution was a final cleanup of the Route 9 sewer project. The escrow funds were held in the CTUB bank account, with interest. She mentioned this was to reimburse that money back to Rockwool and close the account. Motion by Pete, second by Duke, with discussion from Jacquelyn, the Board approved Resolution 2021-04.

The Utility Manager Report was next addressed. Kristen briefed the Board on this month's sewer and water efforts. She noted the NPDES permit renewal was extended until September 30th as the comment period was beyond the permit expiration date. She also provided the Board with copies of the 2020 Consumer Confidence Report, which is also on the CTUB website. Kristen also mentioned a meeting coming up with Compass Municipal to begin discussions on the funding of the Renewal and Replacement project as well as combining that with the refunding of the 2015A & B bonds.

Under the Chairman Report, the Chairman requested tours of the system for the new City Council members and possibly for the public. The Chairman also provided he appeared before the County Commission to request ARPA funds for the County legacy projects and would finalize a letter as a formal request. Duke mentioned he could set up a tour of Rockwool if the Board or City Council members were interested. The Board next discussed the Approval of Bills. Motion by Tommy, second by Pete, with discussion from Jacquelyn, the Board approved the payment of bills.

Next, motion by Duke, second by Pete, the Board approved convening into Executive Session to discuss WV PSC Case 21-0260-S-P Shenandoah Junction Public Sewer Review - Possible Executive Session Under: WV State Code Section §6-9A-4(b)(9) - To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision and involving contract matters. The Board declared executive session over at 6:04 PM. No action was taken.

Jacquelyn had questions and comments on the RK&K Manhole Evaluation Report included in the Information Only portion of the agenda. Kristen provided this is the second phase of the manhole effort. The issues identified in the reports will be addressed based on severity as the operating budget allows.

The meeting was adjourned at 6:11 p.m. The July 14th regular meeting will be held beginning at 4:00 p.m.

_____ _____

Chairman Secretary

May 14, 2021

Gwin, Dobson & Foreman, Inc.
3121 Fairway Dr
Altoona, PA 16602

Attn: Mr. Christopher M. Eckenrode, PE
Senior Project Engineer
P: [814] 943-5214
E: ceckenrode@gdfengineers.com

Re: Geophysical Exploration Report
Charles Town WTP Stage 2 Geophysical Study
Charles Town Utility Board Potable Water Treatment Plant
Charles Town, West Virginia
Terracon Project No. JD217074

Dear Mr. Eckenrode:

We have completed the Geophysical Exploration services for the above referenced project. This study was performed in general accordance with our Proposal for Geophysical Exploration Services dated March 25, 2021. This report presents the findings of the geophysical exploration.

1.0 PROJECT DESCRIPTION

The purpose of the project was to attempt to characterize the subsurface conditions to identify fracture and fault zones and significant water-bearing fractures at the three proposed well areas identified in the Well Site Selection (Stage 1) Hydrogeologic Study report, dated March 8, 2021. Specifically, these zones are identified as WTP NE, WTP SW, and Charles Town.

2.0 EXPLORATION METHODS

An Electrical Resistivity Imaging (ERI) survey was conducted at the site in six locations indicated on Exhibit 1. We utilized an ERI system consisting of an Advanced Geosciences, Inc. (AGI) SuperSting R8 control unit and a survey line with up to 84 electrodes at 20 foot spacing. This method utilizes potential and current electrodes that function independently of one another to measure the potential field. A transmitting current dipole is followed by a series of potential dipoles which measure the resulting voltage gradient at each station. As the transmitting dipole is advanced along the electrodes, the resulting gradient measurements were collected as a 2D section below the survey array. After field collection, the resistivity data was processed using

EarthImager 2D (engineered by AGI), an inversion and modeling software package. Changes in the earth resistivity can indicate changes in lithology, saturation, and fracturing.

3.0 FINDINGS

The cross-sectional images generated from the Electrical Resistivity Imaging (ERI) testing are attached as Exhibits 2 to 4. The images are representations of the electrical resistivity of the subsurface. In general, high resistivity values (red, orange, and yellow) are indicative of quality bedrock with minimal fractures and voids. Lower resistivity values (green and blue) are indicative of soil overburden or weak, saturated, or fractured bedrock. On the exhibit, the areas of potential fracture zones are outlined.

Potential fracture zones are indicated on the profiles on Lines 2 through 6. Additionally, on Lines 3 and 4 the resistivity decreases at the base of the profiles indicating potential water bearing zones at approximately 400 feet below the existing ground surface.

Based on the results of the ERI survey the proposed well areas WTP NE and Charles Town appear to have a higher water bearing potential and are considered better candidates for potential test well drilling sites based on the interpreted fractures and potential water bearing zones. However, it should be noted that the deep phreatic aquifer, which is the source of sustainable water supplies in the Shenandoah Valley region, is often seated at depths greater than 400 feet below the surface. Therefore test wells should not be limited to the depth reached by the current subsurface investigation.

4.0 LIMITATIONS

It should be noted that, as with any geophysical testing method, these processes rely on instrument signals to indicate physical conditions in the field. Signal information can be affected by on-site conditions beyond the control of the operator such as but not limited to, ground surface cover or cultural objects. Interpretation of those signals is based on a combination of known factors combined with the experience of the operator and geophysicist evaluating the results. Utilizing conventional observation, sampling, and testing (“truthing”) of select areas is recommended to confirm the results from the geophysical surveys. As with all geophysical methods, the geophysical results provide a level of confidence but should not be considered absolute.

Our analysis and opinions are based upon our understanding of the project, the geophysical conditions in the area, and the data obtained from our site exploration. Natural variations will occur between exploration locations or due to the modifying effects of construction or weather. The nature and extent of such variations may not become evident until during or after construction. If variations appear, we can provide further evaluation and supplemental recommendations. If

variations are noted in the absence of our observation and testing services on-site, we should be immediately notified so that we can provide evaluation and supplemental recommendations.

Site characteristics as provided are for design purposes and not to estimate excavation cost. Any use of our report in that regard is done at the sole risk of the excavating cost estimator as there may be variations on the site that are not apparent in the data that could significantly impact excavation cost. Any parties charged with estimating excavation costs should seek their own site characterization for specific purposes to obtain the specific level of detail necessary for costing. If changes in the nature, design, or location of the project are planned, our conclusions and recommendations shall not be considered valid unless we review the changes and either verify or modify our conclusions in writing.

We appreciate the opportunity to be of service to you on this project. Please don't hesitate to contact the undersigned, if you may have any questions.

Sincerely,
Terracon Consultants, Inc.

Mark Cox, PG
Project Geologist

Robert K. Denton Jr., CPG, LPSS, LRS
Senior Geologist

Tadeusz W. Lewis, PE
Senior Principal

Attachment: Exhibits 1 to 4



DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

Project Manager:	MEC
Drawn by:	MEC
Checked by:	RKD
Approved by:	TWL

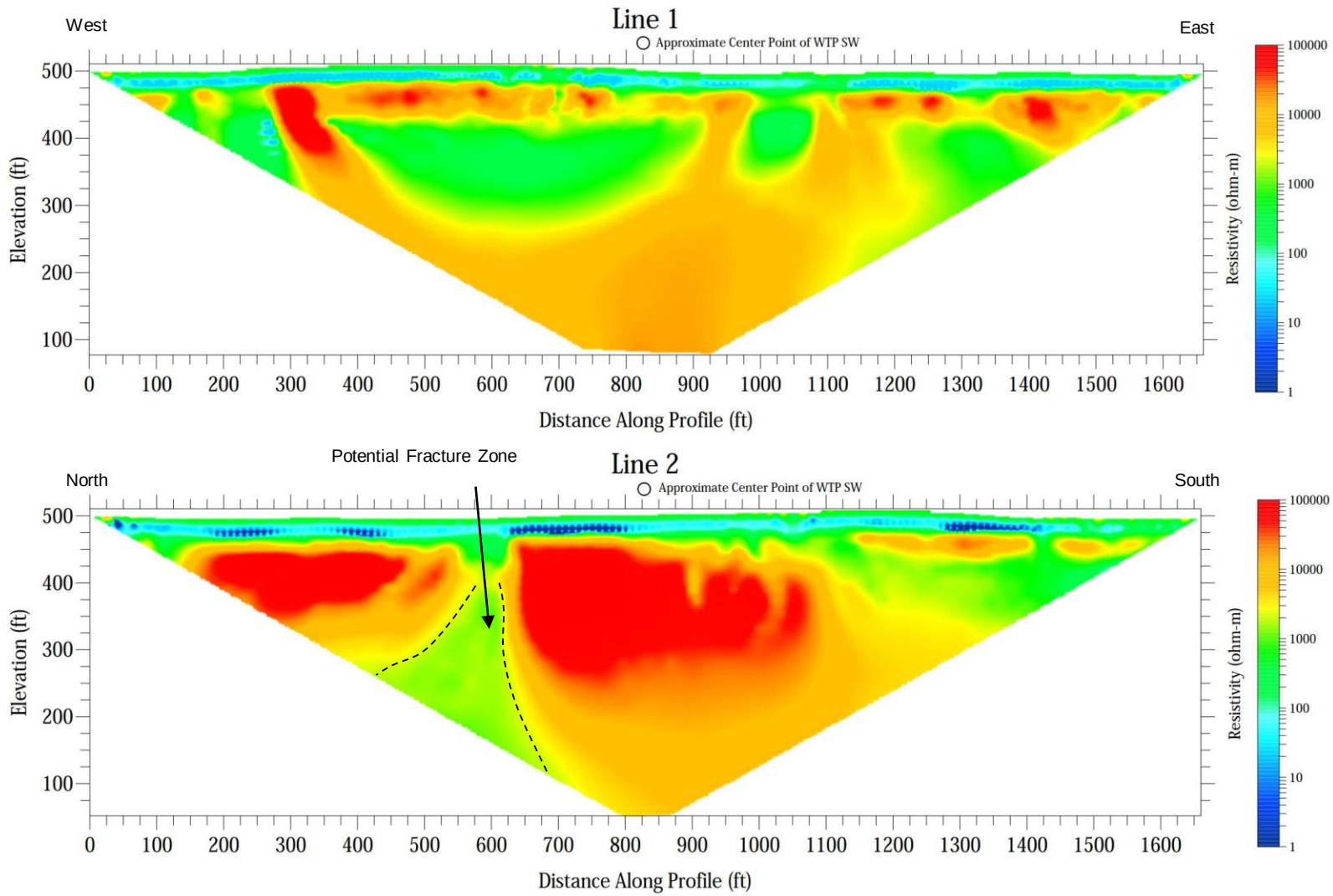
Project No.	JD217074
Scale:	AS-SHOWN.
File Name:	--
Date:	May - 2021

Terracon
Consulting Engineers & Scientists
19955 Highland Vista Drive, Suite 170 Ashburn, VA 20147
PH. (703) 726-8030

Exploration Plan

Geophysical Exploration Report
Charles Town WTP Stage 2 Geophysical Study
Charles Town, WV

EXHIBIT
1



○ Approximate Center Points of Proposed Well Locations

NOTE VARYING COLOR SCALE PER INDIVIDUAL PROFILE

DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

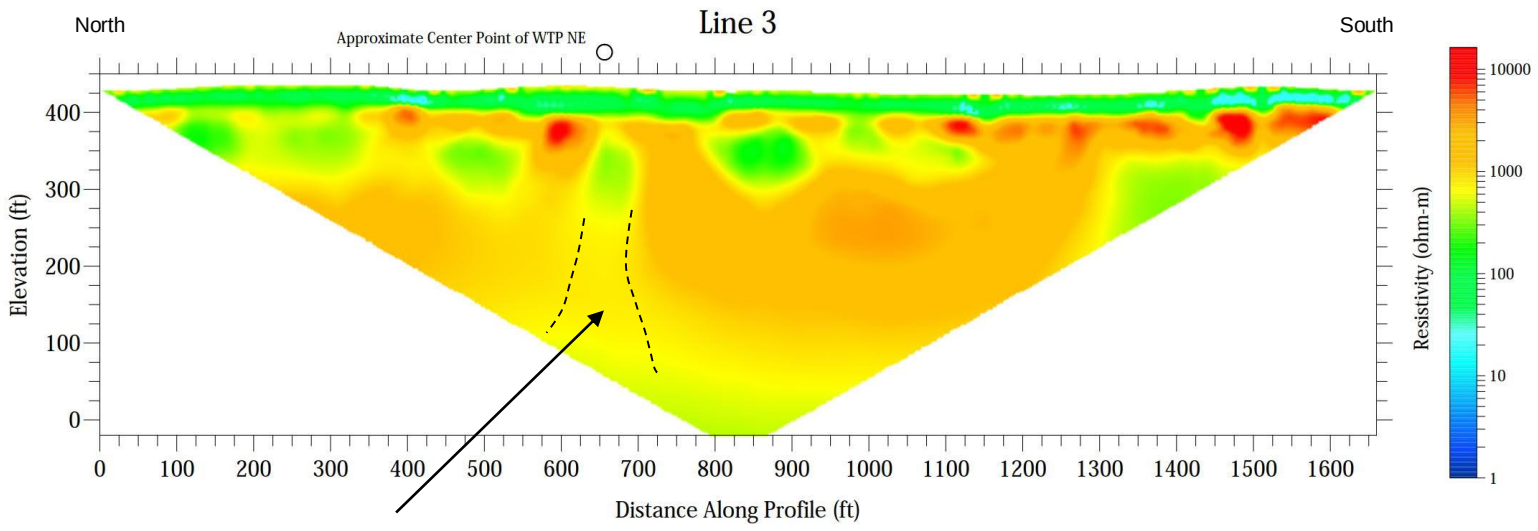
Project Manager:	MEC
Drawn by:	MEC
Checked by:	RKD
Approved by:	TWL
Project No.	JD217074
Scale:	AS-SHOWN.
File Name:	--
Date:	May - 2021

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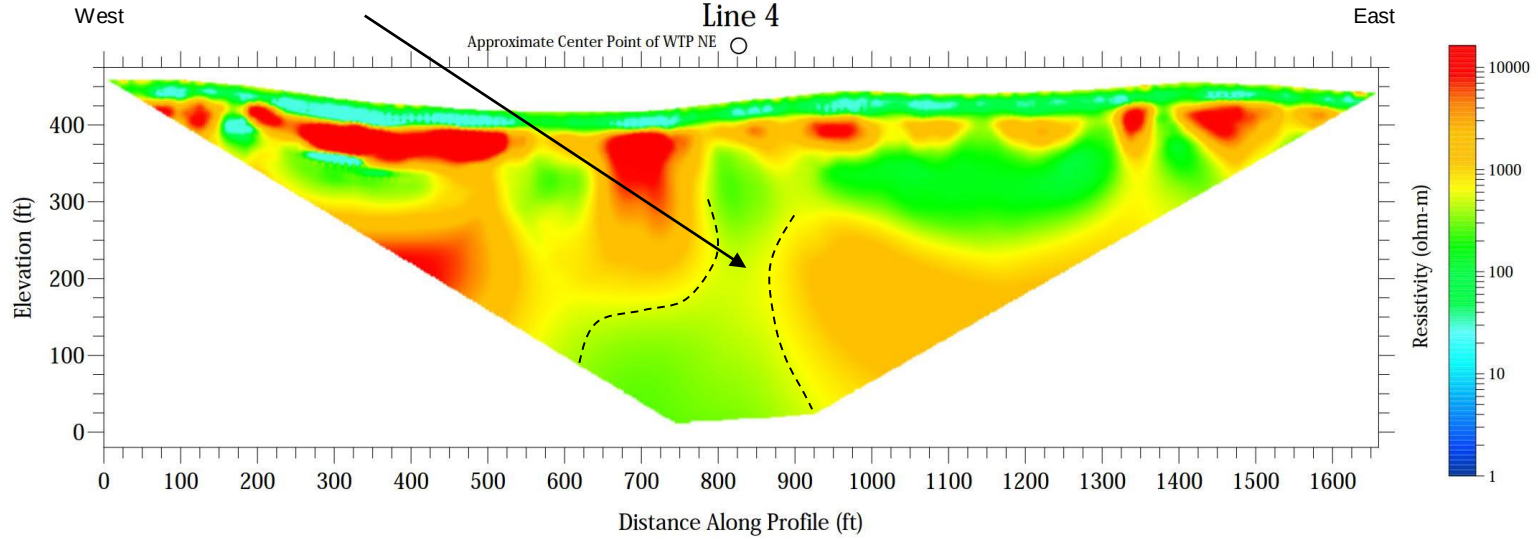
Exploration Results

Geophysical Exploration Report
Charles Town WTP Stage 2 Geophysical Study
Charles Town, WV

EXHIBIT
2



Potential Fracture Zones



○ Approximate Center Points of Proposed Well Locations

NOTE VARYING COLOR SCALE PER INDIVIDUAL PROFILE

DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

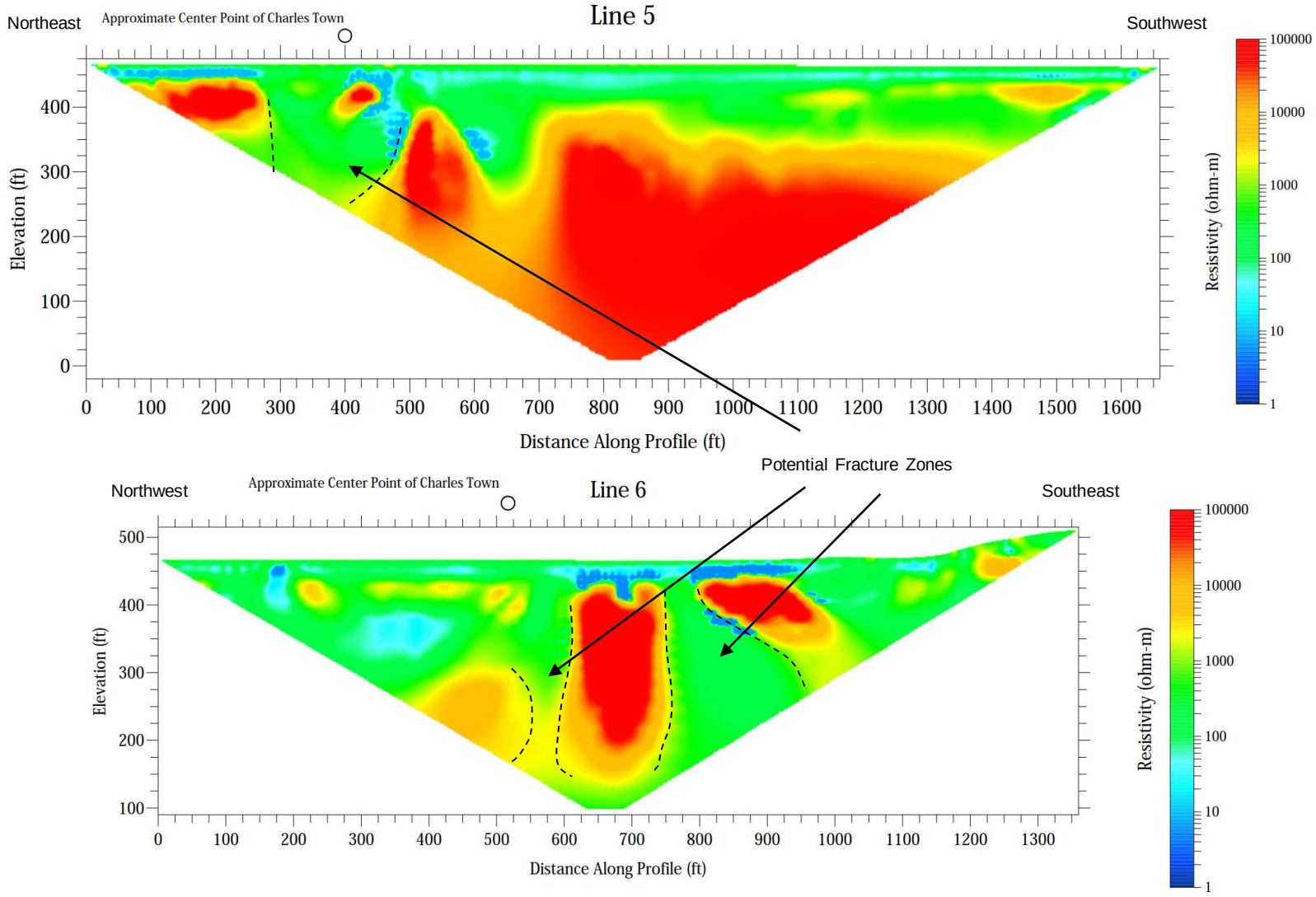
Project Manager:	MEC
Drawn by:	MEC
Checked by:	RKD
Approved by:	TWL
Project No.	JD217074
Scale:	AS-SHOWN.
File Name:	--
Date:	May - 2021

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PH. (703) 726-8030

Exploration Results

Geophysical Exploration Report
Charles Town WTP Stage 2 Geophysical Study
Charles Town, WV

EXHIBIT
3



○ Approximate Center Points of Proposed Well Locations

NOTE VARYING COLOR SCALE PER INDIVIDUAL PROFILE

DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

Project Manager:	MEC
Drawn by:	MEC
Checked by:	RKD
Approved by:	TWL

Project No.	JD217074
Scale:	AS-SHOWN.
File Name:	--
Date:	May - 2021

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PH. (703) 726-8030

Exploration Results

Geophysical Exploration Report
Charles Town WTP Stage 2 Geophysical Study
Charles Town, WV

EXHIBIT
4

GD&F
GWIN
DOBSON &
FOREMAN
ENGINEERS

June 30, 2021

Kristen M. Stolipher, Utility General Manager
Charles Town Utility Board
661 South George Street, Suite 101
Charles Town, WV 25414

RE: Professional Engineering Services Proposal (Task Order)
Shenandoah Junction Public Sewer System Evaluation

Dear Mrs. Stolipher:

Per your request, Gwin, Dobson & Foreman, Inc. (GD&F) is pleased to present the following engineering services proposal associated with the Shenandoah Junction Public Sewer System Evaluation.

Understanding of the Project

GD&F proposes to provide engineering services relating to performing a brief evaluation of the existing Shenandoah Junction Public Sewer system.

Proposed Services

GD&F will provide an evaluation pertaining to estimated cost of the existing system, condition of equipment and structures, costs associated with system takeover, proposed infrastructure required to tie-into existing CTUB sewer system, permitting requirements, etc.

Proposed Schedule

GD&F will begin immediately upon written authorization from the Board and will complete the evaluation within fourteen (14) days.

Proposed Cost

GD&F will provide the above scope of services for an estimated, not-to-exceed, fee of $2,000.00. Invoices will be submitted on a monthly basis based on the rates below. Payment will be made on an accrued hourly basis plus expenses. The expenses include direct expenses such as printing/copying, postage, etc. as necessary to complete the services. Payment is due within thirty (30) days of invoicing.

Rates:

Professional Engineer – 16 hours (estimated) @ $119/hour = $1,904
Direct Expenses = $96

We appreciate the opportunity to submit this proposal. To authorize the services, please complete the following authorization section of this proposal and return a signed copy to our office. If you have any questions, please contact our office at your convenience.

Respectfully submitted,
GWIN, DOBSON & FOREMAN, INC.

Christopher M. Eckenrode

Christopher M. Eckenrode, P.E.
Senior Project Engineer

CME/amk
Prop/2021/CharlesTownJUIShenJunction_7-1-21.doc
cc: File

ACCEPTANCE OF PROPOSAL

The Charles Town Utility Board hereby accepts the above service and cost proposal.

_____ _____

Authorized Representative Date

_____

Attest/Witness

PRECISION
PUMP & VALVE SERVICE

QUALITY WORKS HARDER

PRICE QUOTATION

517 OLD GOFF MOUNTAIN ROAD
P.O. BOX 7027 - CHARLESTON, WEST VIRGINIA 25356
(304) 776-1710
(304) 776-7874 FAX

TO: CHARLESTOWN WASTEWATER	Date **4/6/2021**	Refer to quote below when ordering: **21-MH-043**		
ATTN: JOE BURRIS	Your Inquiry Dated	Terms **NET 30 DAYS**		
PHONE:	Proposed Shipping Date	To Be Shipped Via: **BEST WAY**		
FAX:	Salesperson **WAYNE RUSSELL**	F.O.B.	PPD **X**	COLL.

HERE IS OUR QUOTATION ON THE GOODS NAMED, SUBJECTED TO THE CONDITIONS NOTED:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance. Typographical and stenographic errors are subject to correction. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged for pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production. Conditions not specifically stated herein shall be governed by established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	DEMING VERTICAL TURBINE PUMP ASSEMBLY CONSISTING OF:	$17,488.00	$17,488.00
	SD44-10 DISCHARGE HEAD, 3" THREADED COLUMN AND 1" SHAFT,		
	FOR OVERALL LENGTH OF 9'-10", 4 STAGE 5HE BOWL ASSEMBLY		
	BOWL & IMPELLER WEAR RINGS, BELL MOUTH SUCTION, MOUNTING		
	BASE, GREASE PACKED SUCTION, MANUAL AIR RELEASE VALVE		
	LIFTING LUGS, MOTOR SHAFT ASSEMBLY, 5" SS BASKET STRAINER		
	DDUPLICATE PUMP TO S/N DN46492-1-2, 120 GPM @ 208' TDH		
	SPARE PARTS:		
1	P/N 0025867 DURA RA 1" MECHANICAL SEAL	$2,286.00	$2,286.00
1	P/N 0015581 GASKET 3 X 3.5 X 1/32	$12.00	$12.00
1	P/N 0017558 STUFFING BOX GASKET	$11.00	$11.00
1	P/N GIGSKT4" 4" DISCHARGE FLANGE GASKET	$9.00	$9.00

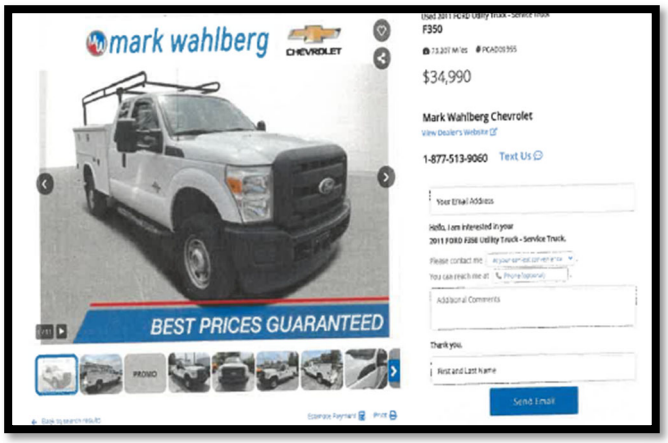
BY: *Wayne Russell*

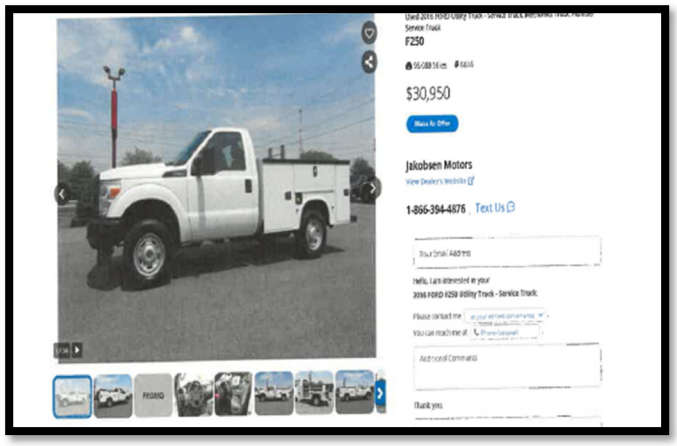
CHARLES TOWN UTILITY BOARD
VEHICLE/DRIVER LIST
Update 7/9/2021

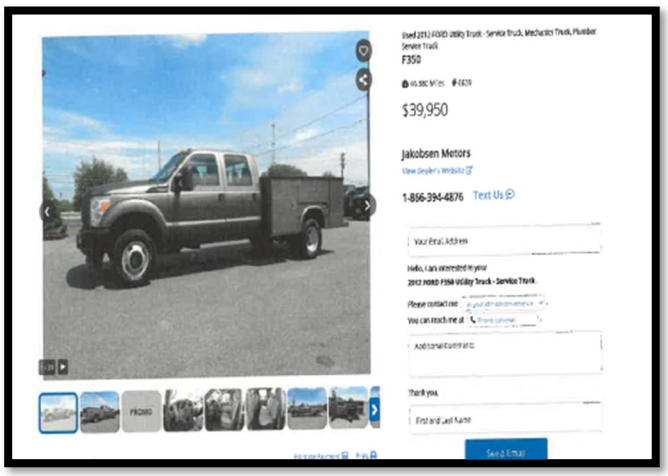
SEWER DEPARTMENT			
DRIVER	**VEHICLE**	**YEAR**	**MILEAGE**
JB	GMC Sierra	2020	25,364
CC	Ford F350	2012	88,159
RS	Ford F250	2014	149,084
DS	Ford F150	2011	127,721
OR	Ford F250	2014	79,070
JM	Ford F350	2001	84,226
RL	Chevy Silverado	2007	83,000
BC			
JF			

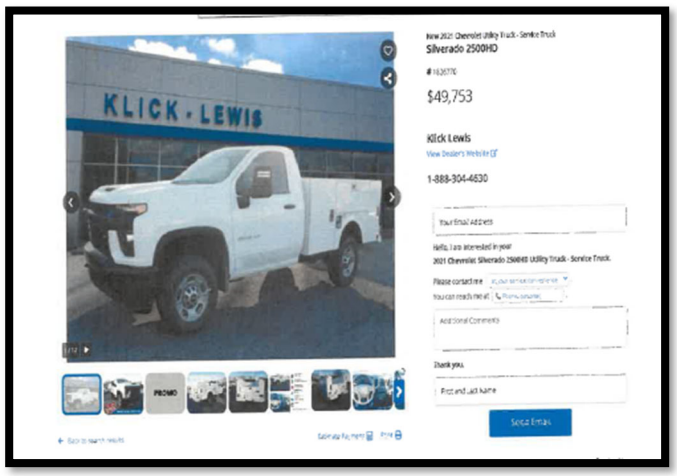
MAINTENANCE DEPARTMENT			
DRIVER	**VEHICLE**	**YEAR**	**MILEAGE**
BG	Dodge Utility Truck	2018	19,405
MW	Ford F350	2011	95,000
WB	Chevy 3500 Silverado	2012	24,041
SF	GMC 2500	2016	58,375
LS	Chevy Silverado	2015	100,750
DE			
SW			
AH			

WATER DEPARTMENT			
DRIVER	**VEHICLE**	**YEAR**	**MILEAGE**
CH	Ford F150	2017	35,410
LS	Ford F150	2015	62,204
JC	Ford F250	2003	89,998
CO	Ford F150	2011	120,554
CN			

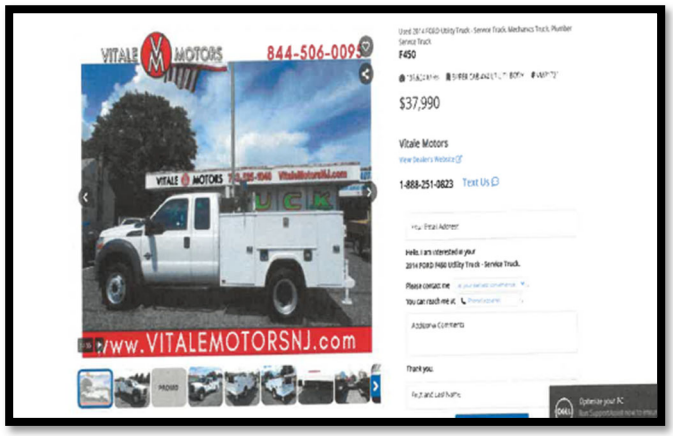

mark wahlberg
CHEVROLET
BEST PRICES GUARANTEED
F350
$34,990
Mark Wahlberg Chevrolet
1-877-513-9060
Text Us
Send Email


F250
$30,950
Jakobsen Motors
1-866-394-4876
Text Us

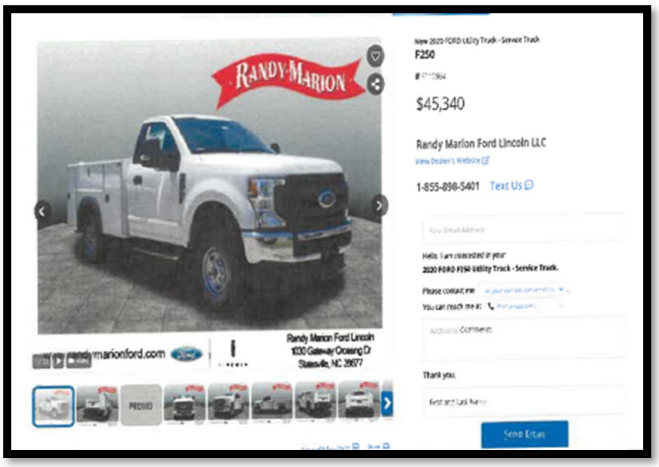

F350
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Jakobsen Motors
1-866-394-4876
Text Us
Send Email

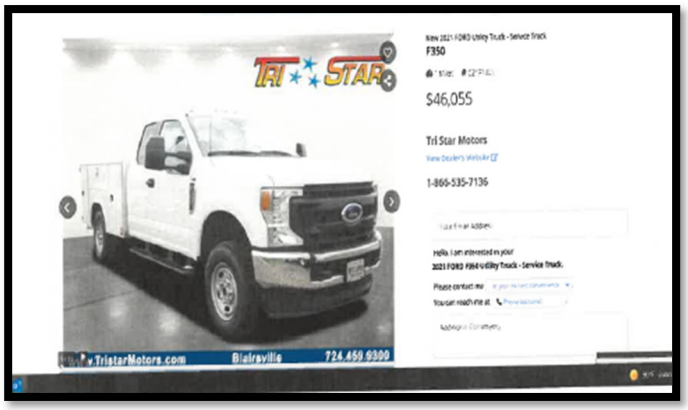

KLICK · LEWIS
Silverado 2500HD
$49,753
Klick Lewis
1-888-304-4630
Send Email


VITALE MOTORS
844-506-0095
SILVERADO
$33,990
Vitale Motors
1-888-251-0823
Text Us
www.VITALEMOTORSNJ.com

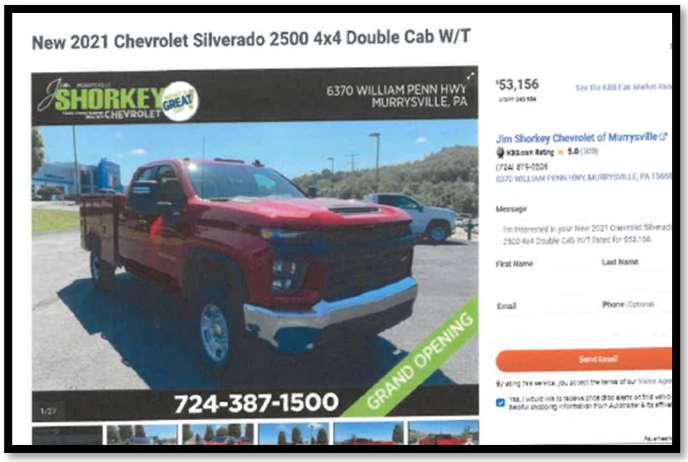

VITALE MOTORS
844-506-0095
F450
$37,990
Vitale Motors
1-888-251-0823
Text Us
www.VITALEMOTORSNJ.com

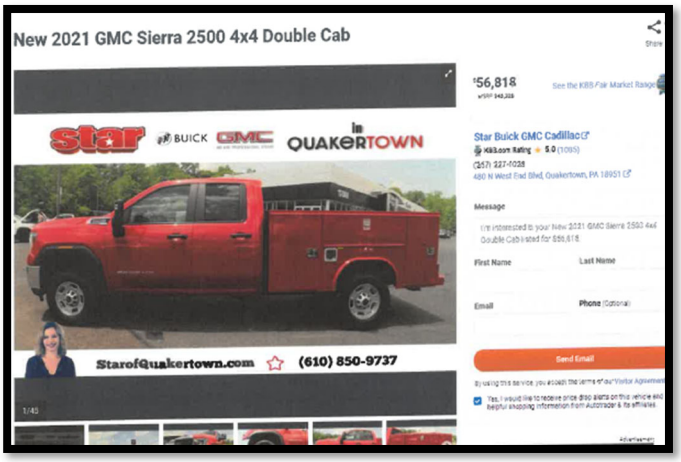


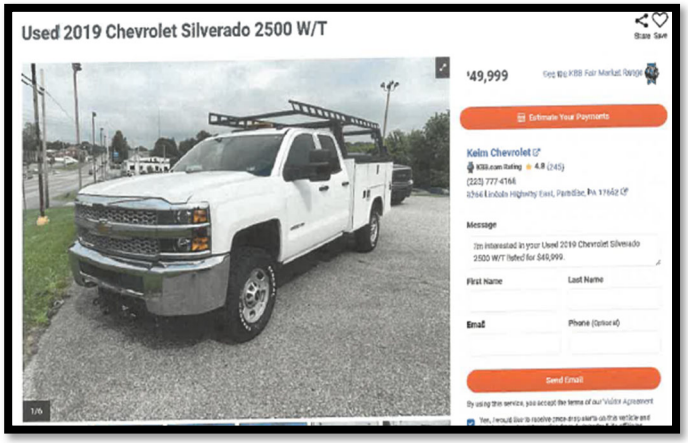

RANDY MARION
F250
$45,340
Randy Marion Ford Lincoln LLC
1-855-898-5401 Text Us
Send Email


TRI STAR
F350
$46,055
Tri Star Motors
1-866-535-7136
Send Email


New 2021 Chevrolet Silverado 2500 W/T
Ted Britt
Ted Britt Chevrolet
(703) 468-4109
CHEVROLET
$54,713
Explore Financing
TED BRITT 4 LIFE
Powertrain Coverage
Battery Replacement
Nitrogen Fill
Virginia State Inspection
Complimentary Service Loaner
Send Email


New 2021 Chevrolet Silverado 2500 4x4 Double Cab W/T
SHORKEY CHEVROLET
6370 WILLIAM PENN HWY
MURRYSVILLE, PA
$53,156
724-387-1500
GRAND OPENING


New 2021 GMC Sierra 2500 4x4 Double Cab
star
BUICK GMC
QUAKERTOWN
$56,818
StarofQuakertown.com
(610) 850-9737
Send Email


Used 2019 Chevrolet Silverado 2500 W/T
$49,999
Estimate Your Payments
Keim Chevrolet
Send Email

New/Used	Type	Price
Used	2011 FORD Utility Truck	$34,990.00
Used	2016 FORD Utility Truck	$30,950.00
Used	2012 FORD Utility Truck	$39,950.00
Used	20106 Chevrolet Utility Truck	$33,990.00
Used	2014 FORD Utility Truck	$37,990.00
New	2021 FORD Utility Truck	$46,055.00
New	2020 FORD Utility Truck	$45,340.00
Used	2019 Chevrolet Silverado 2500	$49,999.00
Used	2018 Chevroley Utility Truck	$38,963.00
New	2021 Chevrolet Utility Truck	$49,753.00
New	2021 Chevrolet Utility W/T	$54,713.00
New	2021 Chevrolet Silverado W/T	$53,156.00
New	2021 Sierra GMC	$56,818.00
	Average	$44,051.31

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: July 14, 2021

ADMINISTRATIVE

- Customer Counts
  - Sewer 8,022 (1,961 billed by JUI)
  - Water 6,300

WATER

- Lead and Copper Sampling Complete
- Consumer Confidence Reports distributed and posted

SEWER

- County Green and Tate Manor gravity line to begin
- RK&K Project updates
  - Jett's Farm Design
    - RK&K finalizing design - To be submitted to CTUB Staff for review by 07/21
  - Jefferson Memorial Park FM
    - Design submitted to CTUB staff on 07/01
  - Forrest Ave/Fairfax Crossing
    - Survey underway. RK&K working with CTUB Staff to schedule meeting with developer
  - Fairfax Crossing Parallel Line
    - Alternatives sent to CTUB Staff for review on 07/08
    - RK&K working with CTUB Staff to schedule meeting to discuss alternatives and finalize report
  - Lloyd's Flat and Moose Lodge
    - Design submitted to CTUB Staff on 05/21
  - Facility Plan
    - Letters sent to environmental agencies
    - RK&K will finalize FSPS evaluation after receiving flow meter data on 07/15
    - Draft facility plan will be submitted to CTUB Staff for review by 07/21
    - RK&K working on scope of work change for design of overall 2021 Collection Systems Project

INFORMATION

- **Capacity Improvement Fee collection: See attached.**
- **Water and Sewer Treatment Plant Flows: See attached.**
- **Smoke Testing – No current updates.**

Customer Name	Location	Lot Number	CIF Date Paid	Number of Sewer EDUs	Sewer CIF Amount Paid	Number of Water EDU's	Water CIF Amount Paid
Dan Ryan Builders	Tate Manor	1-6	1/4/2021	6	$ 6,762.00	6	$ 15,456.00
Dan Ryan Builders	Briar Run	387-389, 391	1/4/2021	4	$ 12,828.00		
Dan Ryan Builders	Tate Manor	7-12	1/25/2021	6	$ 6,762.00	6	$ 15,456.00
Dan Ryan Builders	Tate Manor	13-18	1/25/2021	6	$ 6,762.00	6	$ 15,456.00
Stanley Martin	Presidents Pointe	51-56	2/12/2021	6	$ 16,512.00		
DRH	Magnolia Springs	38-41	2/17/2021	4	$ 10,304.00	4	$ 4,508.00
Dan Ryan Builders	Tate Manor	19-24	2/24/2021	6	$ 6,762.00	6	$ 15,456.00
Dan Ryan Builders	Tate Manor	25-29	2/24/2021	5	$ 5,635.00	5	$ 12,880.00
DRH	Magnolia Springs	21,23, 32-35, 42-48	3/5/2021	13	$ 14,651.00	13	$ 33,488.00
DRH	Magnolia Springs	22	3/12/2021	1	$ 1,127.00	1	$ 2,576.00
DRH	Magnolia Springs	8-10, 18-20, 24-28, 36-37, 66-70	3/17/2021	18	$ 20,286.00	18	$ 46,368.00
Rockwool	Rockwool		3/31/2021	104.7	$ 117,959.33		
R&D Investments	17 Clems Drive		4/21/2021	1	$ 3,207.00		
Salgato	West Washington Street	45	5/28/2021	1	$ 1,127.00	1	$ 2,576.00
Lutman	2 Sunlite Dr- Tuscawilla		6/15/2021	1	$ 1,127.00	1	$ 2,576.00
Uniwest	Jefferson Xing Apartments	7	6/23/2021	36	$ 115,452.00	36	$ 92,736.00
Jenkins	100 Center Street		6/30/2021	1	$ 1,127.00	1	$ 2,576.00
Jenkins	203 E 7th Ave		6/30/2021	1	$ 1,127.00	1	$ 2,576.00
			Total	**220.7**	$ 349,517.33	**105**	$ 264,684.00

Charles Town Utility Board
2021 Capacity Improvement Fee Collections/EDU for Sewer

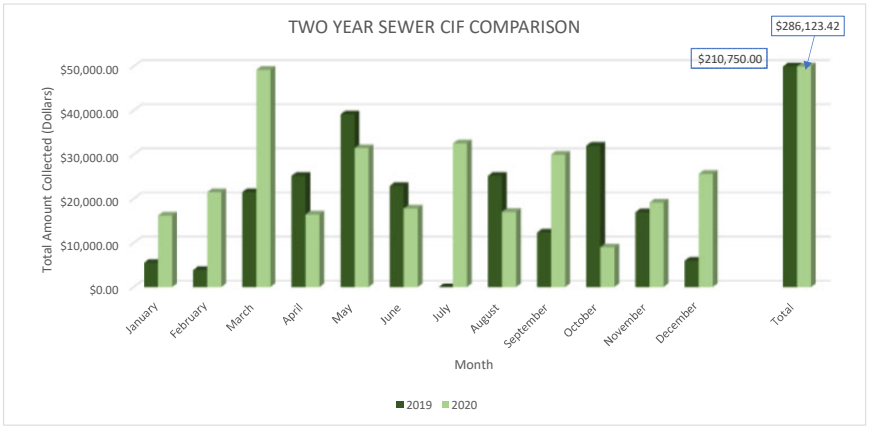
Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-21		22	22	$ 33,114.00		$ 33,114.00
Feb-21		21	21	$ 39,213.00	$ 9,750.00	$ 29,463.00
Mar-21		32	136.7	$ 154,023.33		$ 154,023.33
Apr-21		1	1	$ 3,207.00		$ 3,207.00
May-21		1	1	$ 1,127.00		$ 1,127.00
Jun-21	36	3	39	$ 118,833.00		$ 118,833.00
Jul-21						$ -
Aug-21						$ -
Sep-21						$ -
Oct-21						$ -
Nov-21						$ -
Dec-21						
Total 2021	**36**	**80**	**220.7**	**$ 349,517.33**	**$ 9,750.00**	**$ 339,767.33**

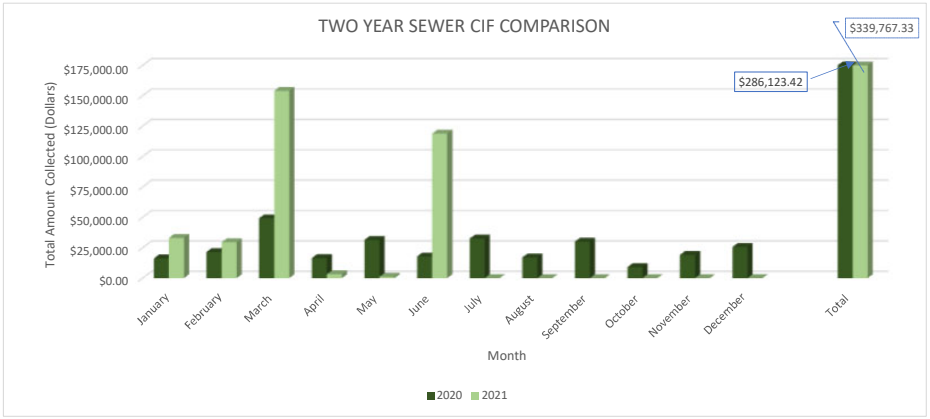
Charles Town Utility Board
2021 Capacity Improvement Fee Collections/EDU for Water

Month	Commercial	Residential	Total Number of EDU's	Total Water CIF
Jan-21		18	18	$ 46,368.00
Feb-21		15	15	$ 32,844.00
Mar-21		32	32	$ 82,432.00
Apr-21		0	0	$ -
May-21		1	1	$ 2,576.00
Jun-21	36	3	39	$ 100,464.00
Jul-21				
Aug-21				
Sep-21				
Oct-21				
Nov-21				
Dec-21				
Total 2021	**36**	**69**	**105**	**$ 264,684.00**

Charles Town Utility Board 2020 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-20		7	7	$21,084.00	$4,875.00	$16,209.00
Feb-20		8	8	$24,746.00	$3,250.00	$21,496.00
Mar-20		16	16	$49,232.00		$49,232.00
Apr-20		21	21	$58,702.00	$42,250.00	$16,452.00
May-20		16	16	$44,487.00	$13,000.00	$31,487.00
Jun-20	1	6	7	$17,803.40		$17,803.40
Jul-20		11	11	$32,547.00		$ 32,547.00
Aug-20		5.31	5.31	$17,040.00		$ 17,040.00
Sep-20		19.26	19.26	$39,776.02	$9,750.00	$ 30,026.02
Oct-20		8	8	$18,766.00	$9,750.00	$ 9,016.00
Nov-20		17	17	$45,159.00	$26,000.00	$ 19,159.00
Dec-20		8	8	$25,656.00		$ 25,656.00
Total 2020	**1**	**137**	**143.57**	**$394,998.42**	**$108,875.00**	**$286,123.42**

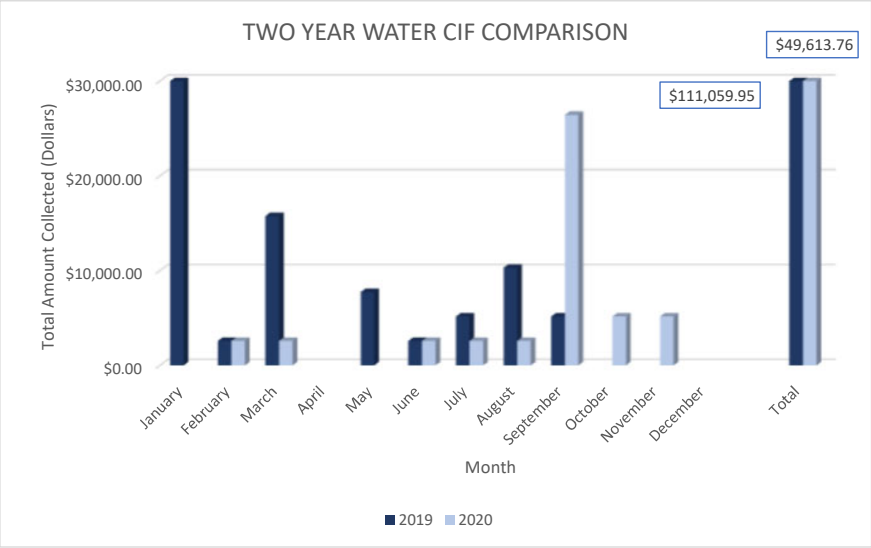
Charles Town Utility Board 2021 Capacity Improvement Fee Collections/EDU for Sewer						
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Sewer CIF Collected**	**CIF Paid to Ranson**	**Total**
Jan-21		22	22	$33,114.00		$33,114.00
Feb-21		21	21	$39,213.00	$9,750.00	$29,463.00
Mar-21		32	136.7	$154,023.33		$154,023.33
Apr-21		1	1	$3,207.00		$3,207.00
May-21		1	1	$1,127.00		$1,127.00
Jun-21	36	3	39	$118,833.00		$118,833.00
Jul-21						$ -
Aug-21						$ -
Sep-21						$ -
Oct-21						$ -
Nov-21						$ -
Dec-21						$ -
Total 2021	**36**	**80**	**220.7**	**$349,517.33**	**$9,750.00**	**$339,767.33**

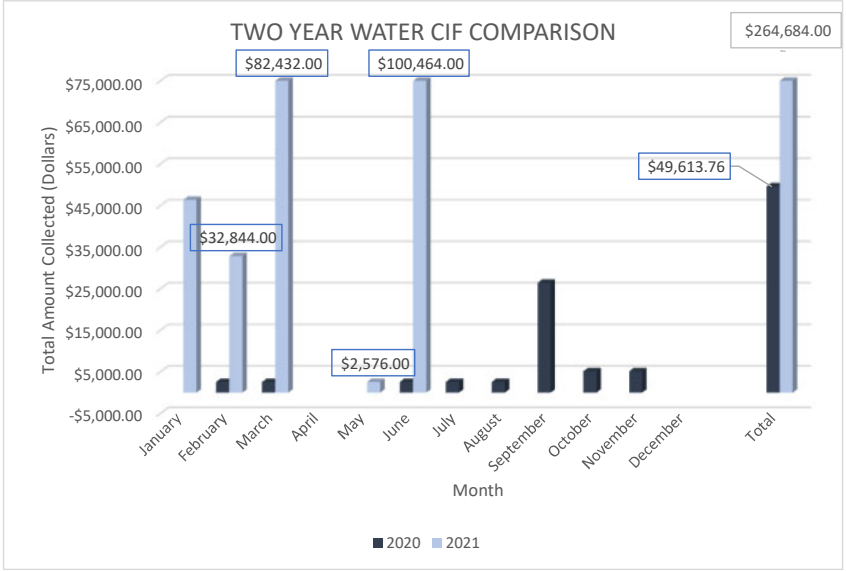




Charles Town Utility Board 2020 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-20				
Feb-20		1	1	$ 2,576.00
Mar-20		1	1	$ 2,576.00
Apr-20				
May-20				
Jun-20		1	1	$ 2,576.00
Jul-20		1	1	$ 2,576.00
Aug-20		1	1	$ 2,576.00
Sep-20		10.26	10.26	$ 26,429.76
Oct-20		2	2	$ 5,152.00
Nov-20		2	2	$ 5,152.00
Dec-20				
Total 2020	**0**	**19**	**19.26**	**$ 49,613.76**

Charles Town Utility Board 2021 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-21		18	18	$ 46,368.00
Feb-21		15	15	$ 32,844.00
Mar-21		32	32	$ 82,432.00
Apr-21				
May-21		1	1	$ 2,576.00
Jun-21	36	3	39	$ 100,464.00
Jul-21				
Aug-21				
Sep-21				
Oct-21				
Nov-21				
Dec-21				
Total 2021	**36**	**69**	**105**	**$ 264,684.00**





CHARLES TOWN UTILITY BOARD
WASTEWATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	Total Available (EDU's)
2015	1.75	384	1.05	0.7	700,000	4,667
2016	1.75	419	1.14	0.61	610,000	4,067
2017	1.75	393	1.08	0.67	670,000	4,467
2018	1.75	491	1.34	0.41	410,000	2,733
2019	1.75	459	1.26	0.49	490,000	3,267
2020	1.75	419.7	1.15	0.60	603,333	4,022
2021	1.75	209.01	1.17	0.58	578,333	3,856

TUSCAWILLA WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	Total Available (EDU's)
2015	0.5	48	0.13	0.37	370,000	2,467
2016	0.5	49	0.13	0.37	370,000	2,467
2017	0.5	48	0.14	0.36	360,000	2,400
2018	0.5	78	0.21	0.29	290,000	1,933
2019	0.5	55.24	0.15	0.35	350,000	2,333
2020	0.5	1.09	0.16	0.34	340,000	2,267
2021	0.5	12.34	0.078333333	0.421666667	421,667	2,811

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	

2019		
	Total	AVERAGE
JANUARY	51.37	1.66
FEBRUARY	43.72	1.56
MARCH	44.32	1.43
APRIL	37.29	1.24
MAY	45.1	1.45
JUNE	33.83	1.13
JULY	39.09	1.26
AUGUST	33.33	1.08
SEPTEMBER	30.89	1.03
OCTOBER	32.86	1.06
NOVEMBER	30.65	1.02
DECEMBER	36.55	1.18
Annual Total	459	1.26

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

2021		
	Total	AVERAGE
JANUARY	35.83	1.22
FEBRUARY	32.98	1.18
MARCH	36.39	1.17
APRIL	34.33	1.18
MAY	33.24	1.07
JUNE	36.24	1.21
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	209.01	1.17

2019		
	Total	AVERAGE
JANUARY	6.25	0.2
FEBRUARY	4.98	0.18
MARCH	7.53	0.24
APRIL	5.28	0.18
MAY	7.88	0.25
JUNE	3.75	0.12
JULY	4.2	0.14
AUGUST	3.75	0.12
SEPTEMBER	3.64	0.12
OCTOBER	3.97	0.13
NOVEMBER	3.66	0.12
DECEMBER	0.35	0.01
Annual Total	55.24	0.15

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

2021		
	Total	AVERAGE
JANUARY	0.52	0.07
FEBRUARY	2.22	0.08
MARCH	4.22	0.14
APRIL	1.12	0.04
MAY	0.89	0.03
JUNE	3.37	0.11
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	12.34	0.08

CHARLES TOWN UTILITY BOARD
WATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	Total Available (EDU's)
2019	2.8	644.32	1.77	1.03498	1,034,980	6,900
2020	2.8	615.64	1.68	1.12	1,117,946	7,453
2021	2.8	302.28	1.66	1.14	1,139,958	7,600

2019		
	Total	AVERAGE
JANUARY	52,264,325	1,685,946
FEBRUARY	48,901,884	1,746,496
MARCH	52,112,735	1,681,056
APRIL	51,316,538	1,710,551
MAY	56,973,829	1,837,865
JUNE	55,111,832	1,837,061
JULY	57,587,563	1,857,663
AUGUST	58,291,878	1,880,383
SEPTEMBER	53,642,580	1,788,086
OCTOBER	54,262,184	1,750,393
NOVEMBER	50,656,056	1,688,535
DECEMBER	53,202,360	1,716,205
Annual Total	644,323,764	1,765,020

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

2021		
	Total	AVERAGE
JANUARY	50,030,727	1,613,894
FEBRUARY	45,304,029	1,618,001
MARCH	50,881,983	1,641,354
APRIL	49,098,224	1,636,607
MAY	53,910,537	1,739,050
JUNE	53,051,728	1,711,346
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	302,277,228	1,660,042

GLEN HAVEN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	
2020	0.0216	1.04	0.01	0.01	13,120	
2021	0.0216	1.52	0.01	0.01	13,146	-

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

2021		
	Total	AVERAGE
JANUARY	242,200	7,813
FEBRUARY	203,500	7,268
MARCH	241,800	8,636
APRIL	262,300	8,743
MAY	289,700	9,345
JUNE	276,500	8,919
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	1,516,000	8,454

CAVALAND WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily	Total Available (gpd)	
2020	0.036	0.59	0.00	0.03	31,210	
2021	0.036	0.92	0.01	0.03	30,869	

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

2021		
	Total	AVERAGE
JANUARY	150,900	4,868
FEBRUARY	132,900	4,746
MARCH	145,800	5,207
APRIL	152,900	5,097
MAY	177,900	5,739
JUNE	159,000	5,129
JULY		
AUGUST		
SEPTEMBER		
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	919,400	5,131

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT

FUND TOTALS		
50	WATER FUND	113,647.77
60	SEWER FUND	145,067.50
	GRAND TOTAL:	258,715.27

TOTAL PAGES: 7

APPROVED BY: _____

APPROVED BY: _____

This Packet: $ 258,715.27
Security Deposit Refunds: 2,035.40

Total: $ 260,750.67

Note:

Highlighted invoices to be reimbursed for the R&R Project

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
STEPTOE & JOHNSON PLLC	GENERAL ENVIRONMENTAL	SEWER FUND	SEWER		4,565.00
	GENERAL EMPLOYER COUNSELIN	SEWER FUND	SEWER		303.75
				TOTAL:	4,868.75
ASHLEY STOTTLEMYER	CELL REIMBURSEMENT	WATER FUND	WATER		75.00
	CELL REIMBURSEMENT	SEWER FUND	SEWER		75.00
				TOTAL:	150.00
GERALD TAYLOR CO., INC.	SUPERVAC/ TRANSPORT	WATER FUND	WATER		260.07
	SUPERVAC/ TRANSPORT	WATER FUND	WATER		442.13
	SUPERVAC/ TRANSPORT	WATER FUND	WATER		215.34
	SUPERVAC/ DISPOSE	SEWER FUND	SEWER		1,558.84
				TOTAL:	2,476.38
THE CI THORNBURG CO, INC.	TRANSCEIVERS	WATER FUND	WATER		4,476.03
	FIELD METER TEST SVC	WATER FUND	WATER		5,025.00
	FIELDMTRTST,FLWMTRCALIBRAT	WATER FUND	WATER		4,000.00
	OVRNGT STY, REP A.MATTHEWS	WATER FUND	WATER		600.00
	4" CL/250 SDR-17 YELOMINE	SEWER FUND	SEWER		2,883.78
	4" TRANSITION	SEWER FUND	SEWER		113.37
				TOTAL:	17,098.18
US PAVING, LLC	PAVING: 6/13/21	WATER FUND	WATER		2,220.00
	CURB/SIDEWALK: 6/24/21	WATER FUND	WATER		760.00
	PAVING: 6/13/21	SEWER FUND	SEWER		1,980.00
				TOTAL:	4,960.00
USA BLUEBOOK	BRASS LEVER ACTING GATE	WATER FUND	WATER		63.99
	ELECTRODES (ORGINV 567084)	SEWER FUND	SEWER		604.00-
	COPPER,GLOVES,pHBUFFERPACK	SEWER FUND	SEWER		103.85
	COPPER,GLOVES,pHBUFFERPACK	SEWER FUND	SEWER		130.98
	COPPER,GLOVES,pHBUFFERPACK	SEWER FUND	SEWER		397.63
	ROTOFLOAT 50' SUSPENDED FL	SEWER FUND	SEWER		1,726.04
	TEMP APWA GREEN PAINT	SEWER FUND	SEWER		102.54
				TOTAL:	1,921.03
VALLEY CREDIT SERVICE, INC.	JUNE COLLECTIONS	WATER FUND	WATER		472.47
	JUNE COLLECTIONS	SEWER FUND	SEWER		472.48
				TOTAL:	944.95
MIKE WEAVER	CELL REIMBURSEMENT	WATER FUND	WATER		150.00
				TOTAL:	150.00
WIRELESS NETWORKS GROUP, INC.	MISC SVCS, JUNE	WATER FUND	WATER		1,567.50
				TOTAL:	1,567.50

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER	3.50
			TOTAL:	231.00
PUBLIC SERVICE COMMISSION OF WV	INTRASTATE REVENUE	WATER FUND	WATER	13,541.01
	INTRASTATE REVENUE	SEWER FUND	SEWER	18,282.04
			TOTAL:	31,823.05
CORPORATION OF RANSON	JUNE UB COLLECTION	WATER FUND	NON-DEPARTMENTAL	2,876.00
			TOTAL:	2,876.00
OSCAR REYES	CELL REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00
RK & K ENGINEERS	TO7 JETTFARM PS MODIFICATI	SEWER FUND	NON-DEPARTMENTAL	11,474.51
	TO10 JEFFRSN MMRL FRC MAIN	SEWER FUND	NON-DEPARTMENTAL	2,043.18
	TO12 FOREST AVE/FAIRFAX CR	SEWER FUND	NON-DEPARTMENTAL	1,530.09
	TO16 LLYOD'S FLAT& MOOSE L	SEWER FUND	NON-DEPARTMENTAL	10,415.14
	TO17 DEVELOPMENT FACILITY	SEWER FUND	NON-DEPARTMENTAL	1,160.72
	TO14 MNHLEVAL@EVITTS/BRWNV	SEWER FUND	SEWER	3,403.92
			TOTAL:	30,027.56
SHENANDOAH AIR CONDITIONING	DIAGNOGSIS TUSC WWTP A/C	SEWER FUND	SEWER	282.00
			TOTAL:	282.00
SHENANDOAH SALES & SERVICE, INC.	2017 FORD F150	WATER FUND	WATER	149.35
	2016 GMC	WATER FUND	WATER	14.00
	2011 FORD F150	WATER FUND	WATER	78.00
	2006 GMC C6500	SEWER FUND	SEWER	623.74
			TOTAL:	865.09
LAW OFFICES OF HOY SHINGLETON, L.C.	GENERAL 6/3 - 6/23/21	SEWER FUND	SEWER	1,495.00
	SHEN JCT SWR 6/1 - 6/25/21	SEWER FUND	SEWER	1,625.00
	ROXUL	SEWER FUND	SEWER	747.50
			TOTAL:	3,867.50
ROBBIE SHIPE	CELL REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00
APRIL SHULTZ	CELL REIMBURSEMENT	WATER FUND	WATER	75.00
	CELL REIMBURSEMENT	SEWER FUND	SEWER	75.00
			TOTAL:	150.00
SNYDER ENVIRONMENTAL SERVICES, INC	CNTRCTR AP#1 PRJCT 210070	SEWER FUND	NON-DEPARTMENTAL	1,000.00
			TOTAL:	1,000.00
SPRINT	MONTHLY CELL SERVICE	WATER FUND	WATER	195.09
	MONTHLY CELL SERVICE	SEWER FUND	SEWER	209.59
			TOTAL:	404.68
MICHAEL CRAIG STARLIPER	HUNTFIELD PS CONDUIT RPLCM	SEWER FUND	SEWER	1,775.37
	RACETRACK PS NEW J BOX INS	SEWER FUND	SEWER	1,372.56
			TOTAL:	3,147.93
DAVID STAUBS	CELL REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
DAVID MARTIN	CELL REIMBURSEMENT	WATER FUND	WATER		75.00
	CELL REIMBURSEMENT	SEWER FUND	SEWER		75.00
				TOTAL:	150.00
DONALD MICKEY	MOWING SUMMIT PT&PLAYGROUN	SEWER FUND	SEWER		250.00
				TOTAL:	250.00
MISS UTILITY OF WV, INC.	MESSAGE FEES: JUNE	WATER FUND	WATER		187.60
				TOTAL:	187.60
JOHN MURPHY, JR	CELL REIMBURSEMENT	SEWER FUND	SEWER		150.00
				TOTAL:	150.00
THOMAS NALLS	JUNE TANK LOT RENT	WATER FUND	NON-DEPARTMENTAL		3,485.26
				TOTAL:	3,485.26
NB & C ENGINEERING SERVICES, LLC	STRUCTURAL ANALYSIS 6TH AV	WATER FUND	WATER		1,100.00
	SITE INVESTIGATION 6TH AV	WATER FUND	WATER		1,350.00
				TOTAL:	2,450.00
LOGICAL CONCEPTS, INC	FLWNGSPRGS, GRNFLDSTH 4-5	SEWER FUND	SEWER		443.00
				TOTAL:	443.00
PACE ANALYTICAL SERVICES, LLC	TESTING: TUSC MONTHLY	SEWER FUND	SEWER		85.85
	TESTING: CT WEEKLY	SEWER FUND	SEWER		189.47
	TESTING: TUSC MONTHLY	SEWER FUND	SEWER		173.19
	TESTING: CT WEEKLY	SEWER FUND	SEWER		173.19
				TOTAL:	621.70
PETTY CASH @ 661 S GEORGE ST	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		1.60
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		4.85
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		26.35
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		4.85
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		7.85
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		4.85
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		4.65
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		4.85
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		1.20
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		13.18
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		3.72
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		4.03
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		3.50
	PETTY CASH- MISC RECEIPTS	WATER FUND	WATER		49.00-
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		8.45
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		2.00
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		26.35
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		2.00
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		1.60
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		20.31
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		10.00
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		31.66
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		66.53
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		1.20
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		13.17
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		3.73
	PETTY CASH- MISC RECEIPTS	SEWER FUND	SEWER		4.02

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
FRONTIER COMMUNICATIONS	304-876-2120-111514-4	WATER FUND	WATER	94.63
	304-876-9970-121914-4	WATER FUND	WATER	94.63
			TOTAL:	189.26
GUTTMAN ENERGY	W/E 6/27/21	WATER FUND	WATER	334.96
	W/E 7/04/21	WATER FUND	WATER	505.20
	W/E 6/27/21	SEWER FUND	SEWER	609.43
	W/E 7/04/21	SEWER FUND	SEWER	623.81
			TOTAL:	2,073.40
GWIN DOBSON & FOREMAN INC	WA SYS FACILITY PLAN UPDAT	WATER FUND	NON-DEPARTMENTAL	1,200.00
	WA RETAINER SVCS	WATER FUND	WATER	1,309.80
	WWTP UPGRADE	SEWER FUND	NON-DEPARTMENTAL	15,778.45
	TUSC WWTP MBRN BIORCTR RPL	SEWER FUND	SEWER	1,094.60
			TOTAL:	19,382.85
HACH COMPANY	PROBES	SEWER FUND	SEWER	914.00
			TOTAL:	914.00
HATCH ASSOCIATES CONSULTANTS, INC.	TO11 H-364168 CNNCTCNS MAG	SEWER FUND	SEWER	1,501.50
			TOTAL:	1,501.50
PROTOUCH COMMUNICATIONS, LLC	JUNE SVCS: AFTER-HOURS EME	WATER FUND	WATER	210.56
			TOTAL:	210.56
INWOOD QUARRY, INC.	C1 PICKUPS: 6/25/21	WATER FUND	WATER	398.60
	C2 PICKUPS: 7/02/21	WATER FUND	WATER	390.75
			TOTAL:	789.35
IRON MOUNTAIN, INC	SHREDDING, STORAGE	WATER FUND	WATER	211.46
	SHREDDING, STORAGE	SEWER FUND	SEWER	211.46
			TOTAL:	422.92
JAMES RIVER EQUIPMENT	EQUIPMENT	WATER FUND	WATER	2,050.00
			TOTAL:	2,050.00
JEFFERSON PUBLISHING COMPANY	6/16,6/23 ADS:WA SYS NOTIC	WATER FUND	WATER	61.62
			TOTAL:	61.62
JEFFERSON UTILITIES, INC	12-0820-00: HYDRANT@ LIFT	SEWER FUND	SEWER	45.12
	12-0820-00: SWR PLANT HYDR	SEWER FUND	SEWER	45.12
			TOTAL:	90.24
JOHN P PLACE, INC.	SPOOLPIECE, CHECK VALVES	SEWER FUND	SEWER	3,417.91
			TOTAL:	3,417.91
KABLE EXCAVATING, LLC	MACHINE RENTAL, PSHD DRT@S	WATER FUND	WATER	2,065.00
	MACHINE RENTAL	SEWER FUND	SEWER	5,830.00
			TOTAL:	7,895.00
LOVE 4 GOLF LLC	110 104 407 850	SEWER FUND	SEWER	377.99
			TOTAL:	377.99
TRAVIS MARKLEY	CELL REIMBURSEMENT	SEWER FUND	SEWER	150.00
			TOTAL:	150.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
COMCAST BUSINESS	8299 31 008 0138502	WATER FUND	WATER		116.77
	8299 31 008 0138502	SEWER FUND	SEWER		116.78
				TOTAL:	233.55
CORE & MAIN	HSECLMP,MTRBXEXT,MTRPTBLLT	WATER FUND	WATER		8,949.42
	HSECLMP,MTRXBXEXT,90BNDMIP	WATER FUND	WATER		274.17
	MTRBXEXT,90BNDMIPXPJCTS,90	WATER FUND	WATER		312.62
	MTRBXEXT,90BNDMIPXPJCTS,90	WATER FUND	WATER		326.85
	90BNDMIPXPJCTS,90BNDFIPXPJ	WATER FUND	WATER		352.14
	2 HYMAX CPLG	SEWER FUND	SEWER		977.64
	4X6 HW SDR 26 INCREASER GX	SEWER FUND	SEWER		241.48
				TOTAL:	11,434.32
COYNE CHEMICAL	CP - 837	WATER FUND	WATER		2,760.00
	ZETAG 8868FS	SEWER FUND	SEWER		6,844.01
	MICRO C2000 (MICRO C GLYCE	SEWER FUND	SEWER		1,333.24
				TOTAL:	10,937.25
CUMMINS, INC	GLEN HAVEN: FULL PM SERVIC	WATER FUND	WATER		513.76
				TOTAL:	513.76
DEPT OF ENVIRONMENTAL PROTECTION	WATER TREATMENT PLANT	WATER FUND	WATER		200.00
	RAW WATER INTAKE	WATER FUND	WATER		200.00
	TUSCAWILLA PLANT	SEWER FUND	SEWER		200.00
	WASTEWATER PLANT	SEWER FUND	SEWER		200.00
	WAR ADMIRAL PUMP STATION	SEWER FUND	SEWER		200.00
	NORTHPORT PUMP STATION	SEWER FUND	SEWER		200.00
				TOTAL:	1,200.00
DEWBERRY ENGINEERS INC	CTUB WW CIF THRU 5/28/21	SEWER FUND	SEWER		2,350.00
				TOTAL:	2,350.00
WV DEPT OF HEALTH & HUMAN SERVICES	BACTERIOLOGICAL TESTING	WATER FUND	WATER		200.00
	BACTERIOLOGICAL TESTING	WATER FUND	WATER		20.00
				TOTAL:	220.00
FEDEX FREIGHT	PUMPS	SEWER FUND	SEWER		30.22
				TOTAL:	30.22
FERGUSON US HOLDINGS, INC	HYDRANT DISCS	WATER FUND	WATER		770.66
				TOTAL:	770.66
FIFTH THIRD BANK	PCARD 4726	WATER FUND	WATER		1,972.16
	PCARD 4726	WATER FUND	WATER		1,412.17
	PCARD 4726	WATER FUND	WATER		593.24
	PCARD 4726	WATER FUND	WATER		311.23
	PCARD 4726	WATER FUND	WATER		44.81
	PCARD 4726	WATER FUND	WATER		515.00
	PCARD 4726	SEWER FUND	SEWER		2,033.28
	PCARD 4726	SEWER FUND	SEWER		1,022.40
	PCARD 4726	SEWER FUND	SEWER		243.52
	PCARD 4726	SEWER FUND	SEWER		736.05
	PCARD 4726	SEWER FUND	SEWER		386.00
	PCARD 4726	SEWER FUND	SEWER		300.00
				TOTAL:	9,569.86

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AMERIGAS	TANK RENTAL: GLEN HAVEN	WATER FUND	WATER	275.80
	TANK RENTAL: FLWNG SPRG	SEWER FUND	SEWER	244.29
	TANK RENTAL: CRANES LN	SEWER FUND	SEWER	134.62
			TOTAL:	654.71
ANTIETAM ELECTRIAL CONTRACTORS, INC	CTWWTP TEMP DWTR SYS INVSC	SEWER FUND	SEWER	650.00
	PARK PS RMV MSSN PWR OMNI	SEWER FUND	SEWER	848.20
	MNTR PS RMV MSSN PWR OMNI	SEWER FUND	SEWER	911.92
			TOTAL:	2,410.12
BIEDLER'S ELECTRIC MOTOR REPAIR, INC.	BRIAR RUN: REPAIR MYERS PU	SEWER FUND	SEWER	865.98
			TOTAL:	865.98
JP & RF BURNS PARTNERSHIP	JUNE LOADS - 44	SEWER FUND	SEWER	7,876.00
			TOTAL:	7,876.00
CEDARCHEM, LLC	2,000G CEDARCLEAR 1757	WATER FUND	WATER	9,055.76
			TOTAL:	9,055.76
CENTRISYS CORPORATION	PILOT TEST AT FACILITY	SEWER FUND	NON-DEPARTMENTAL	5,000.00
			TOTAL:	5,000.00
CHARLES TOWN UTILITY BOARD	JUNE FUNDING	WATER FUND	NON-DEPARTMENTAL	9,123.84
			TOTAL:	9,123.84
LEXXI CHRISTIE	REIM GUARDIAN OVRPYMNTS	WATER FUND	NON-DEPARTMENTAL	88.66
	REIM GUARDIAN OVRPYMNTS	SEWER FUND	NON-DEPARTMENTAL	88.66
			TOTAL:	177.32
CITY ELECTRIC SUPPLY CO	HUNTFIELD SUPPLIES	SEWER FUND	SEWER	81.81
			TOTAL:	81.81
CITY NATIONAL BANK	LOCKBOX SERVICES: JUNE	WATER FUND	WATER	1,639.81
	LOCKBOX SERVICES: JUNE	WATER FUND	WATER	720.44
	LOCKBOX SERVICES: JUNE	SEWER FUND	SEWER	1,639.81
	LOCKBOX SERVICES: JUNE	SEWER FUND	SEWER	720.44
			TOTAL:	4,720.50
CITY OF CHARLES TOWN	UB COLLECTIONS - JUNE	WATER FUND	NON-DEPARTMENTAL	16,173.00
	DEC UTILITIES@ 661 S GEORG	WATER FUND	WATER	565.14
	FEB RENT@ 661 S GEORGE ST	WATER FUND	WATER	1,275.00
	JULY RENT@ 661 S GEORGE ST	WATER FUND	WATER	1,275.00
	MAY UTILITIES@ 661 S GEORG	WATER FUND	WATER	611.54
	DEC UTILITIES@ 661 S GEORG	SEWER FUND	SEWER	565.14
	FEB RENT@ 661 S GEORGE ST	SEWER FUND	SEWER	1,275.00
	JULY RENT@ 661 S GEORGE ST	SEWER FUND	SEWER	1,275.00
	MAY UTILITIES@ 661 S GEORG	SEWER FUND	SEWER	611.53
			TOTAL:	23,626.35
CLIFFS CLEANING SERVICE	JUNE CLEANING	WATER FUND	WATER	125.00
	JUNE CLEANING	WATER FUND	WATER	456.25
	JUNE CLEANING	SEWER FUND	SEWER	200.00
	JUNE CLEANING	SEWER FUND	SEWER	100.00
	JUNE CLEANING	SEWER FUND	SEWER	456.25
			TOTAL:	1,337.50

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

UTILITY BOARD

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City of Ranson
Mayor
Duke Pierson

County Commission Representative
Jacquelyn Milliron

UTILITY MANAGER
Kristen Stolipher

July 7, 2021

VIA FIRST CLASS MAIL

City Council
City of Charles Town
101 East Washington Street
Charles Town, WV 25414

Re: Funding Request for Charles Town Utility Board (CTUB) Collection Projects

Honorable Council Members:

The purpose of this letter is to advise the City of Charles Town Council Members (the "City") of positive developments from the acquisition of the sewer assets of the City of Ranson ("Ranson") and the water and sewer assets of Jefferson County Public Service District (the "District") by the City, of upcoming capital improvements to the City Sewer System, including the legacy District sewer system, and a request for funding assistance from the City for the upcoming collection systems projects which are now being finalized by the Charles Town Utility Board.

Since the acquisition of the sewer assets of Ranson and the water and sewer assets of the District, CTUB has realized the majority of the cost savings which were anticipated during the discussion of the acquisitions. These cost savings include, but are not limited to, office and administrative overhead, audit expense, professional fees, and shared resources.

The City has undertaken the first step towards "rate equalization" for sewer rates through-out the City Sewer System, which now includes all of the former Ranson and District sewer customers, as well as the "legacy" sewer customers of CTUB. The City has enacted a sewer rate ordinance which resulted in a 5% increase for the legacy Charles Town customers (to equalize with Ranson rates) and a 7.5% decrease for the legacy District customers. This represents the first step in an outlined four-step plan within the next eight (8) years to equalize rates.

The City Sewer System is also benefitting from the Route 9 Sewer Project. Prior to the City's acquisition of the District' assets, the District had designed and certificated through the Public Service Commission of West Virginia a capital project to upgrade various components of the District's sewer collection system which was known as the "Flowing Springs Project." The subsequently constructed Route 9 Sewer Project includes several elements of, and negated the need for other upgrades contemplated in, the Flowing Springs Project.

As a result of the improvements and additions constructed as part of the Route 9 Sewer Project, CTUB has substantially redesigned the Flowing Springs Project which, as a result of such modifications and changes, is now referred to as the "Modified Flowing Springs Project". The modifications and changes to the original project plan have substantially reduced the costs associated with the Project. The original approved Flowing Springs Project was estimated to be $6.9 million and has been successfully reduced to approximately $4.5 million. These reductions in cost have allowed CTUB to include in the WVDEP funding request for the Modified Flowing Springs Project, a parallel 10" gravity line through Fairfax Crossing and the relocation of the Forrest Avenue Pump Station, both of which projects were planned by the City of Ranson prior to the acquisition and benefit the entirety of the City Sewer System.

At the time of the acquisition of the District assets by the City, the West Virginia Department of Environmental Protection ("DEP") agreed to transfer the commitment for funding for the Flowing Springs Project which was made to the District to the City in anticipation of the Modified Flowing Springs Project. The DEP funding has very attractive terms (40-year term with 0.25% interest and 0.25% annual administrative fee), for which the City would not likely qualify based on median household income calculations. The other funding through the United States Department of Agriculture which was committed to the District could not be transferred to the City and has been withdrawn.

The projected cost of the Modified Flowing Springs Project is currently approximately $4,500,000. The DEP funding is currently committed at $3,344,984 which contains two loan components, as detailed in the attached Binding Commitment. The City has requested additional loan dollars from DEP to finance the remainder of the cost of the project, however, as previously stated, the City does not currently qualify for the same terms under the DEP program so it is unclear what terms will be applied to the additional funding if approved.

CTUB has identified additional current post consolidation collection system which benefit each of the "legacy" sections of the City Sewer System, are these are detailed in the table below. These project components have been categorized according to the legacy portion of the City Sewer System in which they are located.

Jefferson County	
Project Name	**Anticipated Project Cost**
Parkview Pump Station Decommission	$190,000.00
Jetts Farm Pump Modifications and Forcemain	$362,300.00
Lloyd's Flat Pump Station Decommission	$59,300.00
Moose Lodge Pump Modifications and Forcemain	$194,200.00
Northern Burr Flow Diversion	$580,600.00
Pump Station Upgrades - Racetrack Pump Station	$100,000.00
Pump Station Upgrades - Wendy's Pump Station	$125,000.00
Total Project Cost	$1,611,400.00
Contingency and Project fees (30%)	$483,420.00
Total JCPSD Territory Project Cost	**$2,094,820.00**
City of Charles Town	
Project Name	**Anticipated Project Cost**
Jefferson Memorial Park line	$200,000.00
Total Project Cost	$200,000.00
Contingency and Project fees (30%)	$60,000.00
Total City of Charles Town Territory Project costs	**$260,000.00**
City of Ranson	
Project Name	**Anticipated Project Cost**
Flowing Springs Pump Station upgrades	$300,000.00
Fairfax Crossing Parallel Line	$650,000.00
Forrest Street Pump Station Relocation and upgrades	$615,000.00
Total Project Cost	$1,565,000.00
Contingency and Project fees (30%)	$469,500.00
Total City of Ranson Territory Project costs	**$2,034,500.00**

Finally, CTUB is in the process of finalizing design of a significant capital project for improvements to both the Charles Town Sewer Treatment Plant and the Tuscawilla Sewer Treatment Plant. The aggregate cost of these improvements is approximately $5,563,820.00.

In addition to advising the City of Charles Town about the status of, and planned capital projects for, the City Sewer System, the purpose of this letter is to request funding assistance from the City of Charles Town to finance a portion of these capital projects. CTUB understands that the City of Charles Town has been allocated funds from the American Rescue Plan Act "ARPA." The recently released guidance clarifies that the ARPA funds may be used for wastewater infrastructure which would be eligible to receive financial assistance through the West Virginia Department of Environmental Projection Clean Water State Revolving Fund ("CWSRF"). We are confident that the sewer infrastructure which CTUB has discussed in this letter is eligible for funding assistance pursuant to the CWSRF program.

Grant funding from the City of Charles Town for a portion of the capital costs of these projects will reduce necessary future rate impacts to CTUB customers and facilitate quicker rate equalization. Additionally, design of the majority of these projects is either complete or nearly complete. These projects can meet the timing requirements for expenditure of the ARP funds. The Interim Final Rule provides that ARPA funds must be "obligated" by no later than December 31, 2024. The "period of performance" for the ARPA funds will run until December 31, 2026.

Thank you for your attention to this letter and consideration of this request. A map detailing the location of these infrastructure improvements has been included for your review. CTUB would very much appreciate the opportunity to meet with the City of Charles Town Officials to discuss the possibility of working together to bring these important projects to fruition at the lowest cost to the customers.

Very truly yours,

Daryl Hennessy, Chairman
Charles Town Utility Board

cc: CTUB Directors
Kristen Stolipher, CTUB Utility Manager

Attachment: Overall Map showing proposed Sewer Collection and Pumping system projects

Current Time: 7/8/2021

PROPOSED CTUB PROJECTS

N

Northport PS

Existing Northport PS

Existing War Admiral PS

War Admiral PS

Burr Park East (5-1)

Task 1
Sub 2

Burr West (5-2)

Burr, Royal (5-3)

Jefferson High (3-9)

Task 4
P/o Modified FS Part 1

Job Corps (3-8)

Driswood (3-14)

Jetts Farm (1-10)

Parkview (1-157) Little

Woodlawn MHP (1-11) Big

Task 7
Parkview/ Woodlawn
P/o Modified Flowing Springs

Briar Run 2 (3-11)

Lloyd's Flats (1-12)

Fairfax Parallel Line

Briar Run 1 (3-10)

Cambridge

Breckenridge (3-7)

Beallair (3-13)

Moose Lodge (1-12A)

Upgrade Ex.
Flowing Springs PS

Flowing Springs

Wilts MHP (2-306)

Orchard Hills (2-13)

Forrest Street

Forrest St. PS Relocation &
Infrastructure Upgrade

11th Avenue

Cranes Lane (2-14)

Ashley Brin

Racetrack (3-6)

Marlowe Rd (Tractor Supply)

Upgrade Ex. 3-6 PS

Martins

4th Avenue

Sheetz

Demory

Original (Little) Demory

Wendy's (4-2)

Willow Spring

Upgrade Ex. 4-2 PS

Clarence Drive

Genesis

Task 10
Jefferson Memorial Line
P/o Modified Flowing Springs

Weirick Street

Craig Hill

Belvedere Heights (4-4)

County Green (4-7)

Samuel Street

Belvedere

Citizens Fire Co

Hillside

Greenfield (4-5)

- Route 9 Alignment
- Ex. Gravity
- Ex. Forcemain
- Ex. Pump Station
- Proposed Pump Station CTUB
- Decommissioned Pump Station CTUB

Charles Town
Utility Board

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UTILITY BOARD

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VICE CHAIRMAN *Pete Kubic*

TREASURER *Thomas Stocks*

INTERIM SECRETARY *Ashley Stottlemyer*

City of Ranson Mayor Duke Pierson

County Commission Representative Jacquelyn Milliron

UTILITY MANAGER *Kristen Stolipher*

July 7, 2021

VIA FIRST CLASS MAIL

City Council
City of Ranson
312 South Mildred Street
Ranson, WV 25438

Re: Funding Request for Charles Town Utility Board (CTUB) Collection Projects

Honorable Council Members:

The purpose of this letter is to advise the City of Ranson Council Members (the "City of Ranson") of positive developments from the acquisition of the sewer assets of the City of Ranson ("Ranson") and the water and sewer assets of Jefferson County Public Service District (the "District") by the City of Charles Town (the "City"), upcoming capital improvements to the City Sewer System, including the legacy District sewer system, and a request for funding assistance from the City of Ranson for the upcoming collection systems projects which are now being finalized by the Charles Town Utility Board.

Since the acquisition of the sewer assets of Ranson and the water and sewer assets of the District, CTUB has realized the majority of the cost savings which were anticipated during the discussion of the acquisitions. These cost savings include, but are not limited to, office and administrative overhead, audit expense, professional fees, and shared resources.

The City has undertaken the first step towards "rate equalization" for sewer rates through-out the City Sewer System, which now includes all of the former City of Ranson and District sewer customers, as well as the "legacy" sewer customers of CTUB. The City Council has enacted a sewer rate ordinance which resulted in a 5% increase for the legacy Charles Town customers (to equalize with the City of Ranson rates) and a 7.5% decrease for the legacy District customers. This represents the first step in an outlined four-step plan within the next eight (8) years to equalize rates.

The City Sewer System is also benefitting from the Route 9 Sewer Project. Prior to the City's acquisition of the District' assets, the District had designed and certificated through the Public Service Commission of West Virginia a capital project to upgrade various components of the District's sewer collection system which was known as the "Flowing Springs Project." The subsequently constructed Route 9 Sewer Project includes several elements of, and negated the need for other upgrades contemplated in, the Flowing Springs Project.

As a result of the improvements and additions constructed as part of the Route 9 Sewer Project, CTUB has substantially redesigned the Flowing Springs Project which, as a result of such modifications and changes, is now referred to as the "Modified Flowing Springs Project". The modifications and changes to the original project plan have substantially reduced the costs associated with the Project. The original approved Flowing Springs Project was estimated to be $6.9 million and has been successfully reduced to approximately $4.5 million. These reductions in cost have allowed CTUB to include in the WVDEP funding request for the Modified Flowing Springs Project, a parallel 10" gravity line through Fairfax Crossing and the relocation of the Forrest Avenue Pump Station, both of which projects were planned by the City of Ranson prior to the acquisition and benefit the entirety of the City Sewer System.

At the time of the acquisition of the District assets by the City, the West Virginia Department of Environmental Protection ("DEP") agreed to transfer the commitment for funding for the Flowing Springs Project which was made to the District to the City in anticipation of the Modified Flowing Springs Project. The DEP funding has very attractive terms (40-year term with 0.25% interest and 0.25% annual administrative fee), for which the City would not likely qualify based on median household income calculations. The other funding through the United States Department of Agriculture which was committed to the District could not be transferred to the City and has been withdrawn.

The projected cost of the Modified Flowing Springs Project is currently approximately $4,500,000. The DEP funding is currently committed at $3,344,984 which contains two loan components, as detailed in the attached Binding Commitment. The City has requested additional loan dollars from DEP to finance the remainder of the cost of the project, however, as previously stated, the City does not currently qualify for the same terms under the DEP program so it is unclear what terms will be applied to the additional funding if approved.

CTUB has identified additional current post consolidation collection system which benefit each of the "legacy" sections of the City Sewer System, are these are detailed in the table below. These project components have been categorized according to the legacy portion of the City Sewer System in which they are located.

Jefferson County	
Project Name	**Anticipated Project Cost**
Parkview Pump Station Decommission	$190,000.00
Jetts Farm Pump Modifications and Forcemain	$362,300.00
Lloyd's Flat Pump Station Decommission	$59,300.00
Moose Lodge Pump Modifications and Forcemain	$194,200.00
Northern Burr Flow Diversion	$580,600.00
Pump Station Upgrades - Racetrack Pump Station	$100,000.00
Pump Station Upgrades - Wendy's Pump Station	$125,000.00
Total Project Cost	$1,611,400.00
Contingency and Project fees (30%)	$483,420.00
Total JCPSD Territory Project Cost	**$2,094,820.00**
City of Charles Town	
Project Name	**Anticipated Project Cost**
Jefferson Memorial Park line	$200,000.00
Total Project Cost	$200,000.00
Contingency and Project fees (30%)	$60,000.00
Total City of Charles Town Territory Project costs	**$260,000.00**
City of Ranson	
Project Name	**Anticipated Project Cost**
Flowing Springs Pump Station upgrades	$300,000.00
Fairfax Crossing Parallel Line	$650,000.00
Forrest Street Pump Station Relocation and upgrades	$615,000.00
Total Project Cost	$1,565,000.00
Contingency and Project fees (30%)	$469,500.00
Total City of Ranson Territory Project costs	**$2,034,500.00**

Finally, CTUB is in the process of finalizing design of a significant capital project for improvements to both the Charles Town Sewer Treatment Plant and the Tuscawilla Sewer Treatment Plant. The aggregate cost of these improvements is approximately $5,563,820.00.

In addition to advising the City of Ranson about the status of, and planned capital projects for, the City Sewer System, the purpose of this letter is to request funding assistance from the City of Ranson to finance a portion of these capital projects. CTUB understands that the City of Ranson has been allocated funds from the American Rescue Plan Act "ARPA." The recently released guidance clarifies that the ARPA funds may be used for wastewater infrastructure which would be eligible to receive financial assistance through the West Virginia Department of Environmental Projection Clean Water State Revolving Fund ("CWSRF"). We are confident that the sewer infrastructure which CTUB has discussed in this letter is eligible for funding assistance pursuant to the CWSRF program.

Grant funding from the City of Ranson for a portion of the capital costs of these projects will reduce necessary future rate impacts to CTUB customers and facilitate quicker rate equalization. Additionally, design of the majority of these projects is either complete or nearly complete. These projects can meet the timing requirements for expenditure of the ARP funds. The Interim Final Rule provides that ARPA funds must be "obligated" by no later than December 31, 2024. The "period of performance" for the ARPA funds will run until December 31, 2026.

Thank you for your attention to this letter and consideration of this request. A map detailing the location of these infrastructure improvements has been included for your review. The Board of CTUB would very much appreciate the opportunity to meet with the City of Ranson Officials to discuss the possibility of working together to bring these important projects to fruition at the lowest cost to the customers.

Very truly yours,

Daryl Hennessy, Chairman
Charles Town Utility Board

Cc: CTUB Directors
Kristen Stolipher, CTUB Utility Manager

Attachment: Overall Map showing proposed Sewer Collection and Pumping system projects

Current Time: 7/8/2021

PROPOSED CTUB PROJECTS

N

Northport PS

Existing Northport PS

Existing War Admiral PS

War Admiral PS

Burr Park East (5-1)

Task 1
Sub 2

Burr West (5-2)

Burr, Royal (5-3)

Jefferson High (3-9)

Task 4
P/o Modified FS Part 1

Job Corps (3-8)

Driswood (3-14)

Jetts Farm (1-10)

Parkview (1-157) Little

Woodlawn MHP (1-11) Big

Task 7
Parkview/ Woodlawn
P/o Modified Flowing Springs

Briar Run 2 (3-11)

Lloyd's Flats (1-12)

Fairfax Parallel Line

Briar Run 1 (3-10)

Beallair (3-13)

Cambridge

Breckenridge (3-7)

Moose Lodge (1-12A)

Upgrade Ex.
Flowing Springs PS

Flowing Springs

Wilts MHP (2-306)

Orchard Hills (2-13)

Forrest Street

Forrest St. PS Relocation &
Infrastructure Upgrade

11th Avenue

Cranes Lane (2-14)

Ashley Brin

Racetrack (3-6)

Marlowe Rd (Tractor Supply)

Upgrade Ex. 3-6 PS

Martins

4th Avenue

Sheetz

Demory

Original (Little) Demory

Wendy's (4-2)

Willow Spring

Upgrade Ex. 4-2 PS

Clarence Drive

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Weirick Street

Craig Hill

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County Green (4-7)

Samuel Street

Belvedere

Citizens Fire Co

Hillside

Greenfield (4-5)

- Route 9 Alignment
- Ex. Gravity
- Ex. Forcemain
- Ex. Pump Station
- Proposed Pump Station CTUB
- Decommissioned Pump Station CTUB

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

UTILITY BOARD

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VICE CHAIRMAN
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City of Ranson
Mayor
Duke Pierson

County Commission Representative
Jacquelyn Milliron

UTILITY MANAGER
Kristen Stolipher

July 7, 2021

VIA EMAIL AND FIRST-CLASS MAIL

The County Commission of Jefferson County
c/o Stephanie Grove, County Administrator
124 E. Washington Street
P.O. Box 250
Charles Town, West Virginia 25414

Re: ARPA Funding Request for Modified Flowing Springs Project

Dear Commissioners and Ms. Grove:

The purpose of this letter is to advise The County Commission of Jefferson County (the "County Commission") of positive developments from the acquisition of the sewer assets of the City of Ranson ("Ranson") and the water and sewer assets of Jefferson County Public Service District (the "District") by the City of Charles Town (the "City"), upcoming capital improvements to the City Sewer System, including the legacy District sewer system, and a request for funding assistance from the County Commission for upcoming infrastructure projects, which are now being finalized by the Charles Town Utility Board.

Since the acquisition of the sewer assets of Ranson and the water and sewer assets of the District, CTUB has realized the majority of anticipated cost savings from the mergers and acquisitions. These cost savings have included, but are not limited to, office and administrative overhead, audit expense, professional fees, shared resources, improved customer service, and other system wide efficiencies.

The City has undertaken the first step towards "rate equalization" for sewer rates through-out the City Sewer System, which now includes all of the former City of Ranson and District sewer customers, as well as the "legacy" sewer customers of CTUB. The City Council has enacted a sewer rate ordinance which resulted in a 5% increase for the legacy Charles Town customers and a 7.5% decrease for the legacy District customers. This represents the first step in an outlined four-step plan within the next eight (8) years to equalize rates.

The City Sewer System is also benefitting from the Route 9 Sewer Project. Prior to the City's acquisition of the District's assets, the District had designed and certificated through the Public Service Commission of West Virginia a capital project to upgrade various components of the District's sewer collection system which was known as the "Flowing Springs Project" (hereinafter, the "Original Project"). The subsequently constructed Route 9 Sewer Project includes several elements of, and negated the need for, other upgrades contemplated in the Original Project.

As a result of the improvements and additions constructed as part of the Route 9 Sewer Project, CTUB has substantially redesigned the Original Project which, as a result of such modifications and changes, is now referred to as the "Modified Flowing Springs Project." The modifications and changes to the Original Project have substantially reduced the costs associated with, and allowed the addition of certain infrastructure in, the Modified Flowing Springs Project. The Original Project had an estimated total project cost of $6.9 million. The total project cost of the Modified Flowing Springs Project has been successfully reduced to approximately $4.5 million. These reductions in cost have allowed CTUB to include in the WVDEP funding request for the Modified Flowing Springs Project, a parallel 10" gravity line through Fairfax Crossing and the relocation of the Forrest Avenue Pump Station, both of which projects were planned by the City of Ranson prior to the acquisition and benefit the entirety of the City Sewer System.

At the time of the acquisition of the District assets by the City, the West Virginia Department of Environmental Protection ("DEP") agreed to transfer the commitment for funding for the Original Project from the District to the City in anticipation of the Modified Flowing Springs Project. The DEP funding has very attractive terms (40-year term with 0.25% interest and 0.25% annual administrative fee) for which the City would not likely qualify based on median household income calculations. The other funding through the United States Department of Agriculture which was committed to the Original Project could not be transferred to the City and has been withdrawn.

As previously stated, the projected cost of the Modified Flowing Springs Project is currently approximately $4,500,000. The DEP funding is currently committed at $3,344,984 which contains two loan components, as detailed in the attached Binding Commitment. The City has requested additional loan dollars from DEP to finance the remainder of the cost of the Modified Flowing Springs Project, however, as previously stated, the City does not currently qualify for the same terms committed to the Original Project under the DEP program so it is unclear what terms will be applied to the additional funding if approved.

CTUB has identified additional current post consolidation collection system additions and improvements which benefit each of the "legacy" sections of the City Sewer System (collectively, the "Additional Sewer Project"), which are detailed in the table below. These components of the Additional Sewer Project have been categorized according to the legacy portion of the City Sewer System in which each is located.

Jefferson County	
Project Name	**Anticipated Project Cost**
Parkview Pump Station Decommission	$190,000.00
Jetts Farm Pump Modifications and Forcemain	$362,300.00
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In addition to advising the County Commission about the status of, and planned capital projects for, the City Sewer System, the purpose of this letter is to request funding assistance from the County Commission to finance a portion of these capital projects. CTUB understands that the County Commission has been allocated approximately $11 million dollars from the American Rescue Plan Act "ARPA." The recently released guidance clarifies that the ARPA funds may be used for wastewater infrastructure which would be eligible to receive financial assistance through the West Virginia Department of Environmental Projection Clean Water State Revolving Fund ("CWSRF"). We are confident that the sewer infrastructure which CTUB has discussed in this letter is eligible for funding assistance pursuant to the CWSRF program.

Grant funding from the County Commission for a portion of the capital costs of these projects will reduce necessary future rate impacts to CTUB customers and facilitate quicker rate equalization. Additionally, design of the majority of these projects is either complete or nearly complete. These projects can meet the timing requirements for expenditure of the ARPA funds. The recently released guidance provides that ARPA funds must be "obligated" by no later than December 31, 2024. The "period of performance" for the ARPA funds will run until December 31, 2026.

Thank you for your attention to this letter and consideration of this request. A map detailing the location of these infrastructure improvements has been included for your review. CTUB would very much appreciate the opportunity to meet with the County Commission to discuss the possibility of working together to bring these important projects to fruition at the lowest cost to the customers.

Very truly yours,

Daryl Hennessy, Chairman
Charles Town Utility Board

cc: CTUB Directors
Kristen Stolipher, CTUB Utility Manager

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Greenfield (4-5)

- Route 9 Alignment
- Ex. Gravity
- Ex. Forcemain
- Ex. Pump Station
- Proposed Pump Station CTUB
- Decommissioned Pump Station CTUB



SEQUENCE OF CONSTRUCTION

1. INSTALL MANHOLE (MH SS-1) AND GRAVITY SEWER FROM MH SS-1 TO SAMUEL ST. WET WELL, PER WET WELL INSIDE DROP CONNECTION DETAIL.
2. INSTALL FORCEMAIN STARTING AT MH SS-1 AND WORKING TOWARDS TIE-IN TO EXISTING FORCE MAIN.
3. TIE NEW FORCE MAIN INTO EXISTING FORCE MAIN PER NOTE. COORDINATE TIE-IN TO EXISTING FORCE MAIN WITH CTUB. VERIFY CLARENCE DRIVE PUMP STATION IS SHUT DOWN DURING CONSTRUCTION OF TIE-IN. CONTRACTOR RESPONSIBLE FOR MONITORING FLOWS AT CLARENCE DRIVE PUMP STATION AND HAVING PUMP & HAUL PROVISIONS IN PLACE IF NEEDED.
4. ONCE ALL CONNECTIONS HAVE BEEN MADE AND ARE PROPERLY RESTRAINED, CLARENCE DRIVE PUMP STATION CAN BE PUT BACK ONLINE.
5. CUT AND CAP EXISTING FORCE MAIN AND GROUT EXISTING FORCE MAIN INLET IN MANHOLE CT-235.

RK&K
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Engineers | Construction Managers | Planners | Scientists
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Responsive People | Creative Solutions

PROJECT NO.	19339.010
DATE	JULY 1, 2021
DESIGNED	RAD
DRAWN	APS/RAS
CHECKED	JWC

REVISIONS

CHARLES TOWN UTILITY BOARD
661 S. GEORGE ST.
CHARLES TOWN, WV 25414

JEFFERSON MEMORIAL PARK FORCE MAIN

SHEET INDEX AND SEQUENCE OF CONSTRUCTION

DRAWING NO. 1 OF 7

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ADJOINING PROPERTY OWNER TO EAST
MILDRED BUSH
TM 10D, PAR 5
DB 506/181

ADJOINING PROPERTY OWNER TO NORTH
NEIL BENTLEY
TM 9, PAR 10
DB 1125/578

CITY OF CHARLES TOWN
TM 9, PAR 13
DB 299/304

WILLIAM & LANA SHULTZ
TM 9, PAR 14
DB 530/118

12" SDR 35 PVC WET WELL CONNECTION
EXISTING CHAIN LINK FENCE
EXISTING PROPANE TANK
PROPERTY BOUNDARY
EXISTING WET WELL
EXISTING PUMP STATION BUILDING
VALVE VAULT
METER VAULT
EXISING 12" GRAVITY SEWER
6" BAUER/GODWIN STYLE FLANGE X SOCKET CONNECTION INSIDE 30" CLEAR OPENING MANHOLE FRAME AND COVER SITTING ON ADEQUATE GRADE RINGS AND VAULT STONE BASE.
BYPASS PUMP DISCHARGE HOSE, TIE INTO EXISTING FORCEMAIN
10" PLUG VALVE. VALVE IS TO REMAIN OPEN DURING BYPASS PUMP OPERATION.
10" PLUG VALVE. VALVE IS TO REMAIN CLOSED DURING BYPASS PUMP OPERATION.
EXISTING CONCRETE DRIVEWAY
ENGINE DRIVEN BYPASS PUMPS
EXISTING UTILITY POLE
MANHOLE OPENING
EXISTING SEWER MANHOLE
SAMUEL STREET (ASPHALT)
BYPASS PUMP SUCTION HOSES AND CONTROLS
APPROVED CHANNELIZING DEVICE
EXISTING 10" DIP SEWER FORCE MAIN
SOUTH GEORGE STREET (ASPHALT)
FM

BYPASS PUMP PLAN
0 5 10 15

GENERAL NOTES

1. CONTRACTOR SHALL BE RESPONSIBLE FOR BYPASS PUMPING DURING PUMP STATION MODIFICATIONS. BYPASS PUMP SUCTION POINT SHALL BE THE LAST GRAVITY MANHOLE (LOCATED BETWEEN SAMUEL STREET AND THE EXISTING WET WELL) IN ORDER TO CAPTURE ALL GRAVITY FLOW WHICH NORMALLY ENTERS THE EXISTING WET WELL. MANHOLE LID SHALL BE REMOVED AND LEFT OFF DURING BYPASS PUMPING TO ALLOW INSTALLATION OF SUCTION HOSES AND PUMP CONTROLS. CHANNELIZING DEVICES SHALL BE PLACED AS SHOWN ON THIS SHEET, PARTIALLY ON SAMUEL STREET BESIDE THE BYPASS SUCTION MANHOLE. BYPASS PUMPING SYSTEM SHALL BE SET UP IN A WAY THAT ALLOWS RELIABLE BYPASS PUMP OPERATION AND DOES NOT INTERFERE WITH NORMAL TRAFFIC FLOW ON NEARBY SAMUEL STREET AND SOUTH GEORGE STREET.
2. THE BYPASS PUMPING OPERATION SHALL BE CONTINUOUS DURING THE ENTIRE COURSE OF PUMP STATION MODIFICATIONS.
3. ALL TEST PITTING, VALVING/PLUMBING, PIPE THRUST SUPPORTS, ETC. SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
4. BYPASS PUMP SHALL BE SIZED FOR 1,100 GPM @ 40' TDH (APPROXIMATELY 7' OF THIS TDH BEING SUCTION LIFT).
5. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING AND MAINTAINING TEMPORARY CONSTRUCTION FENCE (AS NEEDED) DURING THE ENTIRE COURSE OF THE PROJECT. FENCE SHALL BE INSTALLED IN A MANNER TO DISCOURAGE AND NOT ALLOW PEDESTRIAN ENTRY ONTO THE PROJECT SITE. COORDINATE FENCE LAYOUT WITH THE ENGINEER.
6. REFER TO TRAFFIC CONTROL PLAN SHOWN ON SHEET 7.

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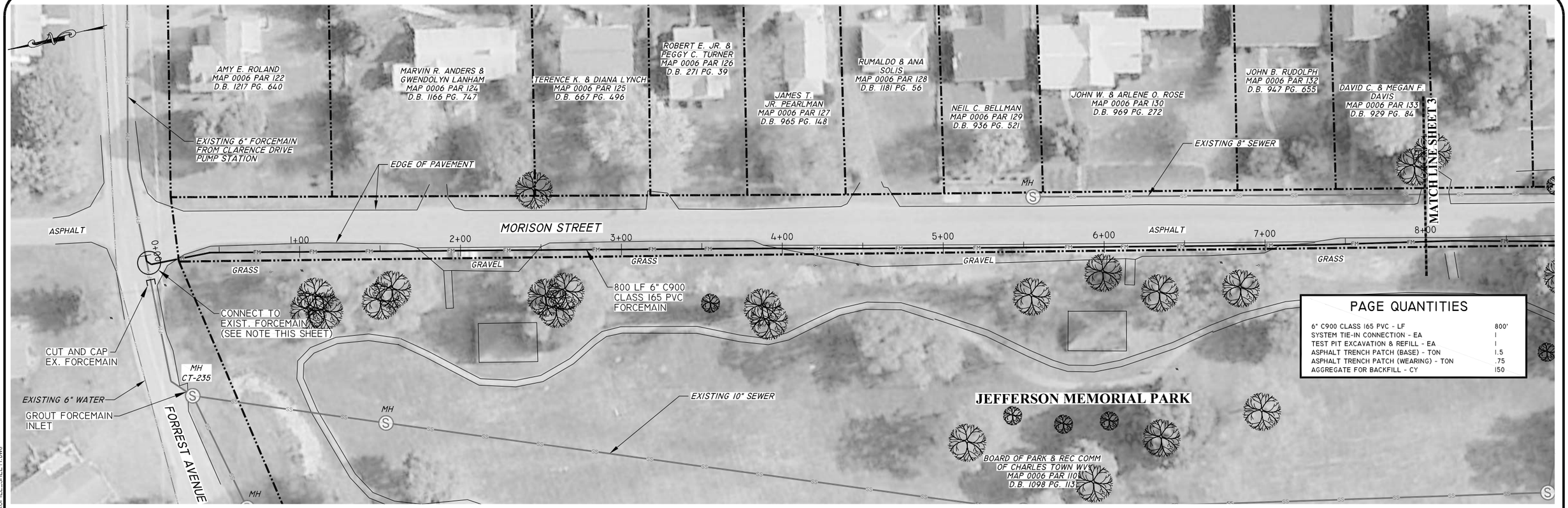
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661 S. GEORGE ST.
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JEFFERSON MEMORIAL PARK FORCE MAIN

SAMUEL STREET PUMP STATION BYPASS PUMPING PLAN

DRAWING NO. 2 OF 7

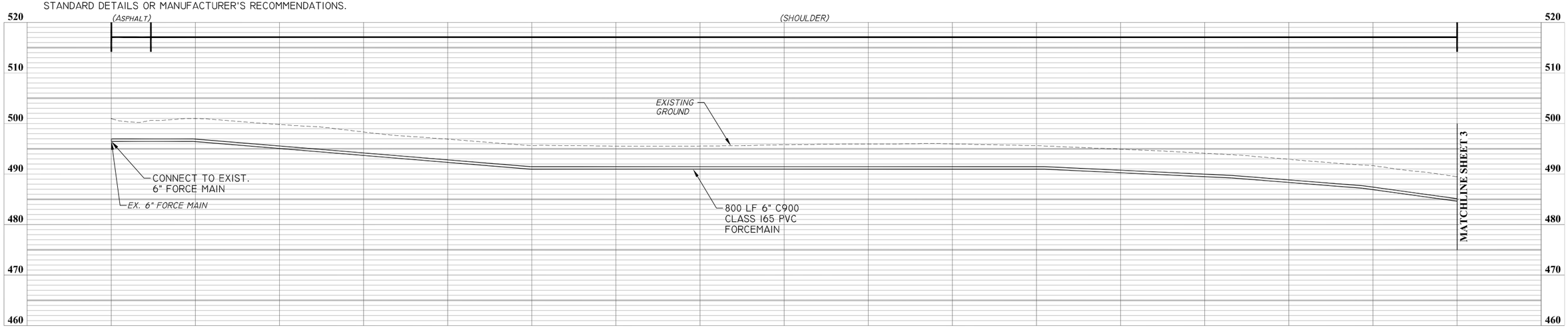
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PLAN

0' 30' 60' 90'

NOTE: CUT EXISTING FORCEMAIN AND CAP AS SHOWN. CONNECT NEW FORCEMAIN TO EXISTING FORCEMAIN WITH 2 MEGALUG 45° BENDS, PROVIDE THRUST BLOCKING PER STANDARD DETAILS OR MANUFACTURER'S RECOMMENDATIONS.



PROFILE

PROFILE SCALE: HORIZONTAL - 0' 30' 60' 90' VERTICAL - 0' 10' 20' 30'

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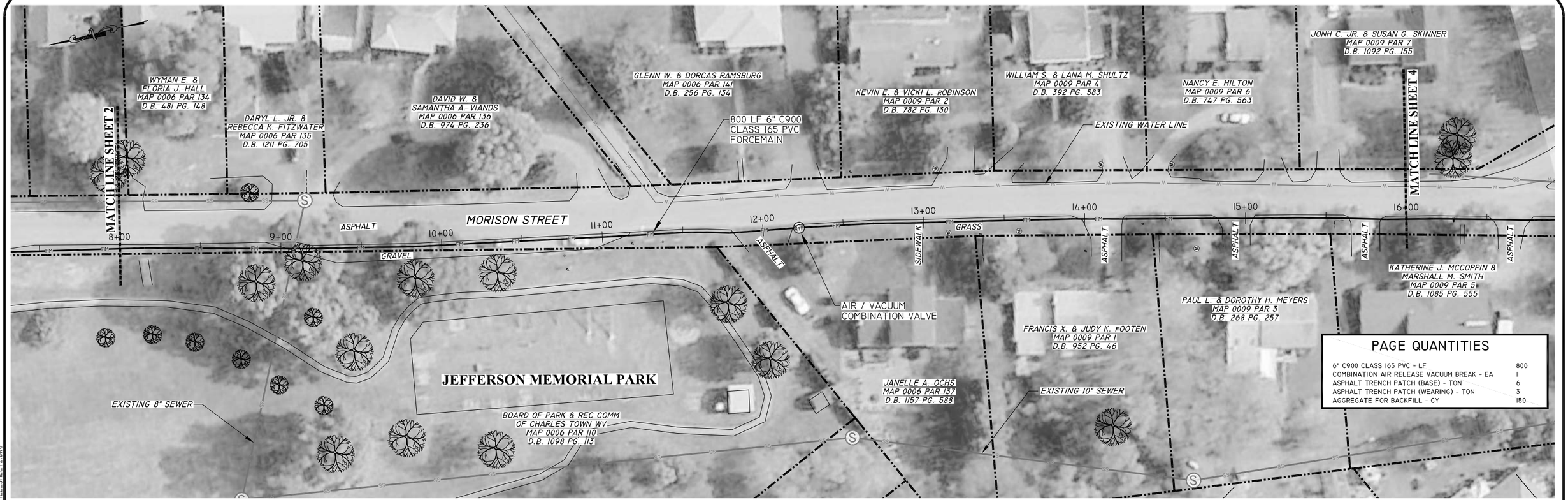
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JEFFERSON MEMORIAL PARK FORCE MAIN

SEWER FORCEMAIN PLAN & PROFILE

DRAWING NO. 3 OF 7

I:\AD.RKK.COM\VS\C\CLOUD\PROJECTS\2019\19339_CTUBONCALL\19339.010_JEFFERSON MEMORIAL PARK FORCE MAIN\ACAD\DRAWINGS\03_JEFF PARK_PLAN&PROFILE_SHEET1.DWG

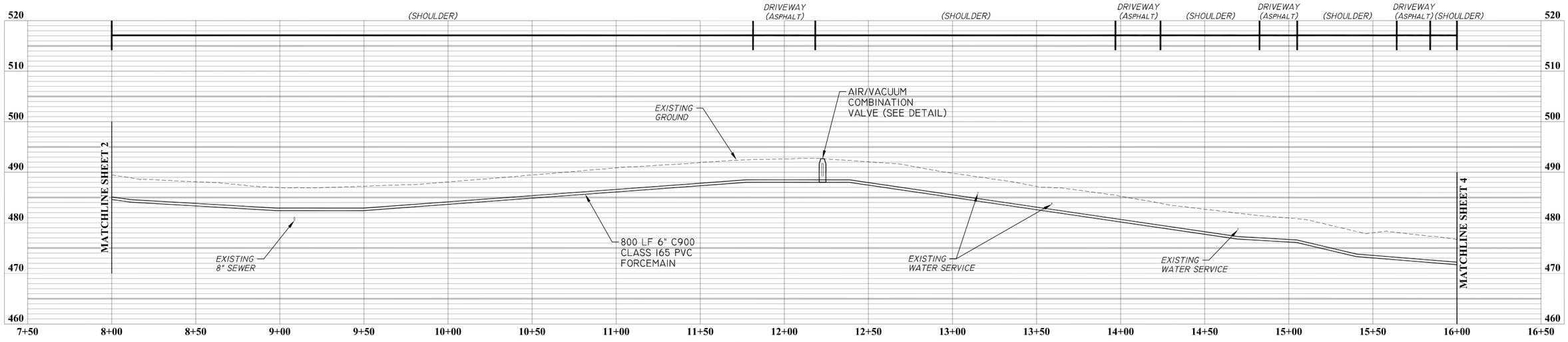


PAGE QUANTITIES

6" C900 CLASS 165 PVC - LF	800
COMBINATION AIR RELEASE VACUUM BREAK - EA	1
ASPHALT TRENCH PATCH (BASE) - TON	6
ASPHALT TRENCH PATCH (WEARING) - TON	3
AGGREGATE FOR BACKFILL - CY	150

PLAN

0' 30' 60' 90'



PROFILE

PROFILE SCALE: HORIZONTAL - 0' 30' 60' 90' VERTICAL - 0' 10' 20' 30'

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JEFFERSON MEMORIAL PARK FORCE MAIN

SEWER FORCEMAIN PLAN & PROFILE

DRAWING NO. 4 OF 7

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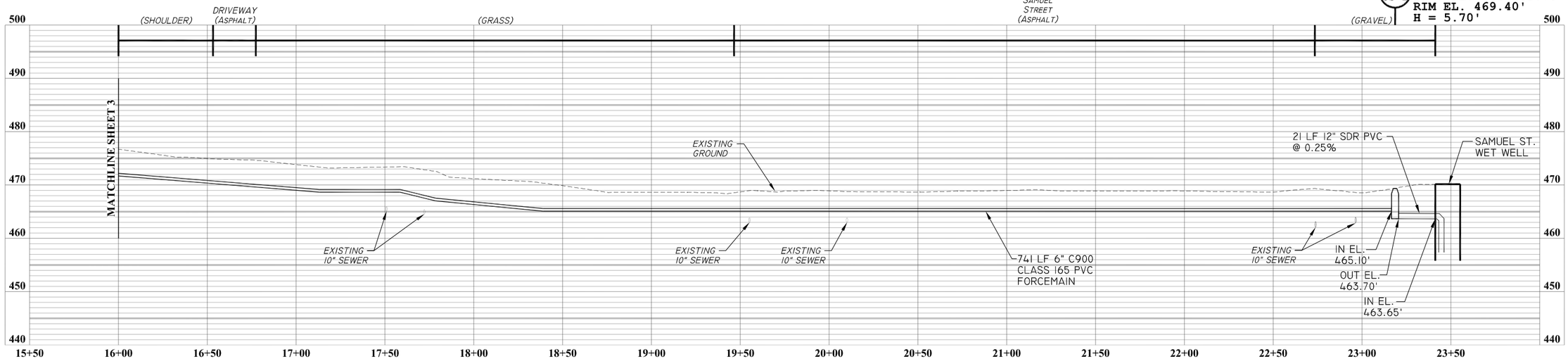
PAGE QUANTITIES

6" C900 CLASS 165 PVC - LF	741'
12" SDR 35 PVC - LF	21'
4' DIA. MANHOLE (UP TO 6') - EA	1
FRAME & COVER (HIGHWAY) - EA	1
TEST PIT EXCAVATION & REFILL - EA	1
ASPHALT TRENCH PATCH (BASE) - TON	18
ASPHALT TRENCH PATCH (WEARING) - TON	9
AGGREGATE FOR BACKFILL - CY	138
CONNECT TO EXISTING SYSTEM - EA	1

PLAN

0' 30' 60' 90'

MH SS-1
F & C HIGHWAY
INV. EL. IN 465.10'
INV. EL. OUT 463.70'
RIM EL. 469.40'
H = 5.70'



PROFILE

PROFILE SCALE: HORIZONTAL - 0' 30' 60' 90' VERTICAL - 0' 10' 20' 30'

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PROJECT NO.	19339.010
DATE	JULY 1, 2021
DESIGNED	RAD
DRAWN	APS/RAS
CHECKED	JWC

REVISIONS

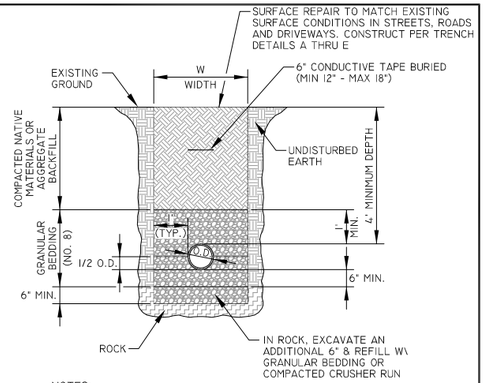
CHARLES TOWN UTILITY BOARD
661 S. GEORGE ST.
CHARLES TOWN, WV 25414

JEFFERSON MEMORIAL PARK FORCE MAIN

SEWER FORCEMAIN PLAN & PROFILE

DRAWING NO. 5 OF 7

\\AD.RKK.COM\FS1\C_CLOUD\PROJECTS\2019\19339_CTUBONCALL\19339.010_JEFFERSON MEMORIAL PARK FORCE MAIN\CAD\DRAWINGS\05_JEFF PARK_PLAN&PROFILE_SHEET3.DWG



NOTES:

1. W = MAXIMUM PERMISSIBLE TRENCH WIDTH, BASED UPON, W = O.D. + 24", UNLESS APPROVED BY THE ENGINEER.
2. TRENCHES TO BE SHEETED AND BRACED AS REQUIRED.
3. PROVIDE BEARING FOR FULL LENGTH OF BARREL, DIG HOLES FOR THE BELL.
4. BACKFILL ON SIDES TO 1/2 O.D. OF PIPE TO HOLD PIPE IN PLACE PRIOR TO PLACING ADDITIONAL BEDDING.
5. BACKFILL TO BE COMPACTED IN 6" LAYERS TO 95% OF MAXIMUM DENSITY AT OPTIMUM MOISTURE (+2%) IN ROADS AND STREETS. COMPACT TO MATCH EXISTING GROUND IN OTHER AREAS.
6. MAINTAIN MINIMUM OF 4' OF COVER TO THE TOP OF PIPE.
7. A CASING PIPE SHALL BE REQUIRED IN ROAD CROSSINGS WHERE SHOWN ON PLANS
8. ALL SEWER LINES REQUIRE PERMIT FROM APPLICABLE REGULATORY ENTITIES. PERMIT REQUIREMENTS SUPERCEDE WHAT IS SHOWN ON THIS DETAIL.

Charles Town Utility Board	SEWER LINE TRENCH DETAIL	Standard Detail No. S-1
832 S. George Street, P.O. Box 359, Charles Town, WV 25414 Phone: (304) 725-2316 • Fax: (304) 725-4313		NOT TO SCALE
		SEPTEMBER 2015

22.5 & 45 DEGREE CONTACT AREA (SF)

PIPE SIZE	PRESSURE CLASS 100	150	200	250	300
2	1	1	1	1	1
4	1	1	2	2	2
6	2	2	3	4	5
8	3	4	5	7	8
10	4	6	8	10	12
12	5	9	12	15	18
14	8	12	16	20	24



22.5° & 45° BENDS

90 DEGREE BEND CONTACT AREA (SF)

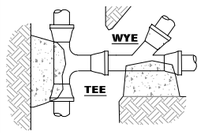
PIPE SIZE	PRESSURE CLASS 100	150	200	250	300
2	1	1	1	1	1
4	2	2	3	3	4
6	3	4	5	7	8
8	5	7	10	12	15
10	7	11	15	19	22
12	9	16	21	27	32
14	12	22	29	36	44



90° BEND

TEE CONTACT AREA (SF)

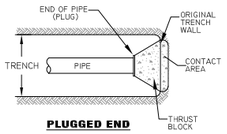
PIPE SIZE	PRESSURE CLASS 100	150	200	250	300
2	1	1	1	1	1
4	1	2	2	2	3
6	2	3	4	5	6
8	4	5	7	9	10
10	5	8	11	13	16
12	7	12	15	19	23
14	10	16	21	26	31



SAME CONTACT AREA AS TEE

PLUGGED END CONTACT AREA (SF)

PIPE SIZE	PRESSURE CLASS 100	150	200	250	300
2	1	1	1	1	1
4	1	2	2	2	3
6	2	3	4	5	6
8	4	5	7	9	10
10	5	8	11	13	16
12	7	12	15	19	23
14	10	16	21	26	31

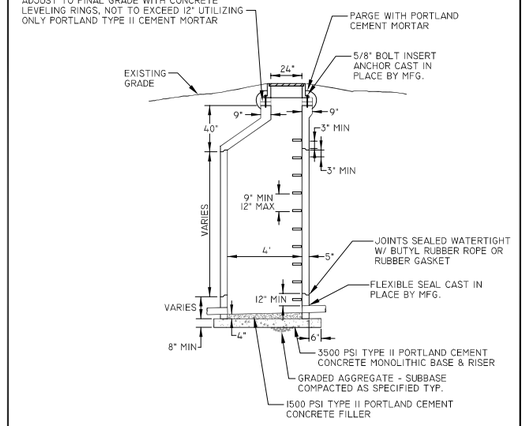


PLUGGED END

THRUST BLOCK GENERAL NOTES

1. ALL CONCRETE SHALL BE 3000 P.S.I. (AE)
2. THRUST BLOCKS SHALL BE IMBEDDED IN UNDISTURBED SOIL.
3. SOIL BEARING CAPACITY IS ASSUMED AT 3000 LB. SQ. FT. FOR WEAKER SOILS THRUST BLOCK AREAS SHALL BE INCREASED AS REQUIRED.
4. WRAP PIPE WITH POLYETHYELENE TO PREVENT CONTACT BETWEEN PIPE AND THE CONCRETE.
5. WITH APPROVAL OF ENGINEER, MEGA-LUG JOINT RESTRAINTS MAYBE SUBSTITUTED FOR THRUST BLOCKS PER MANUFACTURER'S RECOMMENDATION(TO BE FURNISHED BY CONTRACTOR). FOR DUTICLE IRON, USE UNIFLANGE 1400 OR EBBA 1100 AND FOR C900 PVC, USE UNIFLANGE 1500 OR EBBA 2000PV.

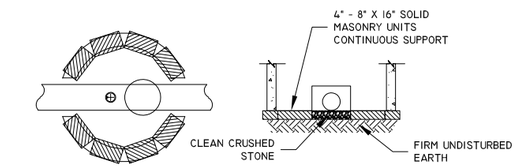
Charles Town Utility Board	PIPE BUTTRESS DETAIL	Standard Detail No. S-5
832 S. George Street, P.O. Box 359, Charles Town, WV 25414 Phone: (304) 725-2316 • Fax: (304) 725-4313		NOT TO SCALE
		SEPTEMBER 2015



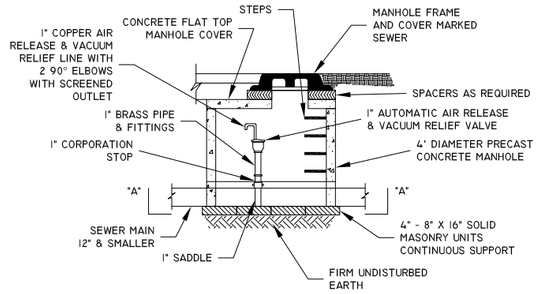
NOTES:

1. PRECAST MANHOLE SHALL BE MANUFACTURED IN ACCORDANCE WITH ASTM C 478 UTILIZING TYPE II PORTLAND CEMENT. 3500 PSI MIX MINIMUM.
2. 0.1' FALL TYPICAL INVERT IN TO INVERT OUT OR MATCH CROWNS FOR DIFFERING PIPE DIAMETERS.
3. COMPLETE MANHOLE SHALL PASS VACUUM TEST PRIOR TO ACCEPTANCE.

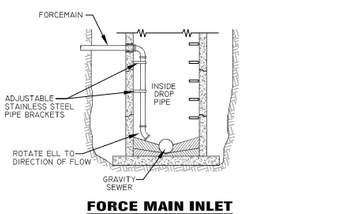
Charles Town Utility Board	PRECAST MANHOLE W/ ECCENTRIC TOP DETAIL	Standard Detail No. S-6
832 S. George Street, P.O. Box 359, Charles Town, WV 25414 Phone: (304) 725-2316 • Fax: (304) 725-4313		NOT TO SCALE
		SEPTEMBER 2015



PLAN **SECTION A - A**



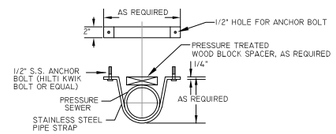
AIR RELEASE & VACUUM RELIEF VALVE
NOT TO SCALE



FORCE MAIN INLET

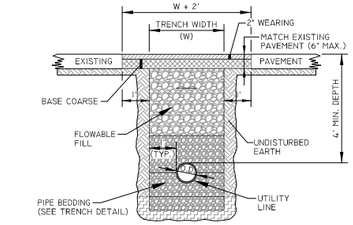
NOTES:

1. FORCE MAIN CONNECTIONS WITHIN MANHOLE SHALL BE RESTRAINED.
2. ANCHOR FORCE MAIN TO MANHOLE USING ADJUSTABLE STAINLESS STEEL PIPE BRACKETS. 2 BRACKETS MIN. AND 3' MAX. SPACING.
3. FOR IRREGULAR HOLES SEAL PIPE ON BOTH SIDES WITH HYDRAULIC CEMEMNT.
4. ANCHOR FORCE MAIN TO MANHOLE USING ADJUSTABLE STAINLESS STEEL PIPE BRACKETS. 2 BRACKETS MIN. WITH MAX SPACING OF 3'.
5. COST OF FORCE MAIN INLET SHALL BE INCLUDED IN UNIT BID PRICE FOR FORCE MAIN.

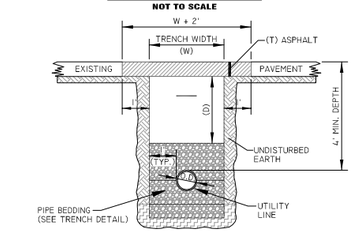


FORCEMAIN ANCHOR STRAP DETAIL

City Of Charles Town Charles Town Utility Board	FORCEMAIN MANHOLE FORCEMAIN ANCHOR STRAP DETAIL	Standard Detail No. S-9
832 S. George Street, P.O. Box 359, Charles Town, WV 25414 Phone: (304) 725-2316 • Fax: (304) 725-4313 E-mail: publicutilities@barrettcounty.org		NOT TO SCALE
		SEPTEMBER 2015



TYPE A TRENCH REPAIR ASPHALT PAVEMENT W/ FLOWABLE FILL
NOT TO SCALE



(T) ASPHALT
5" STATE HIGHWAY - 3" BASE, 2" WEARING
3" CITY STREETS & ALLEYS - 2" BASE, 1" WEARING
3" DRIVEWAYS - 2" BASE, 1" WEARING

(D)
PAVED STATE HIGHWAY - 6" LIFTS OF #8 AGGREGATE ABOVE BEDDING
PAVED CITY STREETS, ALLEYS & DRIVEWAYS - 6" LIFTS OF #8 AGGREGATE ABOVE BEDDING
FOR UNPAVED DRIVEWAYS, USE EARTH BACKFILL ABOVE BEDDING WITH TOP 6 INCHES TO BE #8 AGGREGATE

NOTE: IF MORE STRINGENT, PERMIT REQUIREMENTS SUPERCEDE ABOVE DEPTHS

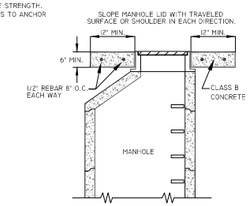
TYPE B TRENCH REPAIR ASPHALT PAVEMENT
NOT TO SCALE

Charles Town Utility Board	TYPE A & B TRENCH REPAIR DETAIL	Standard Detail No. S-26
832 S. George Street, P.O. Box 359, Charles Town, WV 25414 Phone: (304) 725-2316 • Fax: (304) 725-4313		NOT TO SCALE
		SEPTEMBER 2015



NOTES:
1. MANHOLE COVERS SHALL NOT HAVE VENT HOLES
2. AVERAGE WEIGHT IS 400 LBS
3. DIMENSIONS ABOVE ARE FOR EAST JORDAN IRONWORKS PRODUCTS
4. APPROVED SUPPLIERS:
   EAST JORDAN IRON WORKS
   HIGHWAY: FRAME - PROD. NO. 1045Z UNDIPPED
   COVER - PROD. NO. 1040A UNDIPPED, SELF SEALING
   FRAME & COVER - PROD. NO. 1045AGS UNDIPPED, SELF SEALING
   WATERTIGHT: FRAME & COVER PROD. NO. 1043Z7T/1010AP1, UNDIPPED
   NEENAH
   HIGHWAY: FRAME & COVER R-164Z, UNDIPPED, SELF SEALING
   WATERTIGHT: FRAME & COVER R-1916, UNDIPPED
5. FRAME AND COVER TO COMPLY WITH ASTM A48, CLASS 30 TENSILE STRENGTH.
6. USE THREADED STAINLESS STEEL STANDARD HEXAGON HEAD BOLTS TO ANCHOR FRAME AND COVER TO MANHOLE

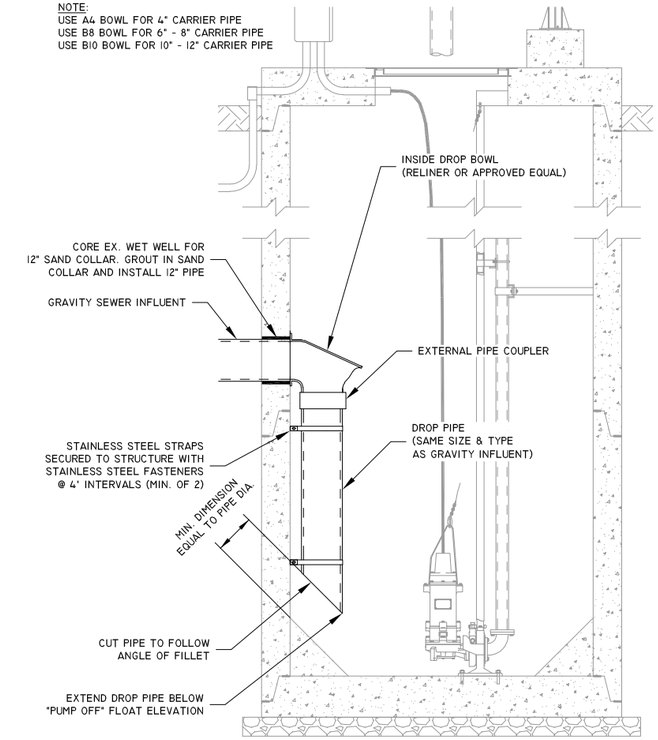
MANHOLE FRAME AND COVER



ANCHOR DETAIL FOR FRAME & COVER IN PAVED ROAD SURFACE AREAS AND SHOULDERS OF ROAD

Charles Town Utility Board	MANHOLE FRAME & COVER ANCHOR FOR FRAME & COVER DETAIL	Standard Detail No. S-7
832 S. George Street, P.O. Box 359, Charles Town, WV 25414 Phone: (304) 725-2316 • Fax: (304) 725-4313		NOT TO SCALE
		SEPTEMBER 2015

NOTE:
USE A4 BOWL FOR 4" CARRIER PIPE
USE B8 BOWL FOR 6" - 8" CARRIER PIPE
USE B10 BOWL FOR 10" - 12" CARRIER PIPE



INSIDE DROP WET WELL
NOT TO SCALE

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DESIGNED	RAD
DRAWN	APS/RAS
CHECKED	JWC

REVISIONS

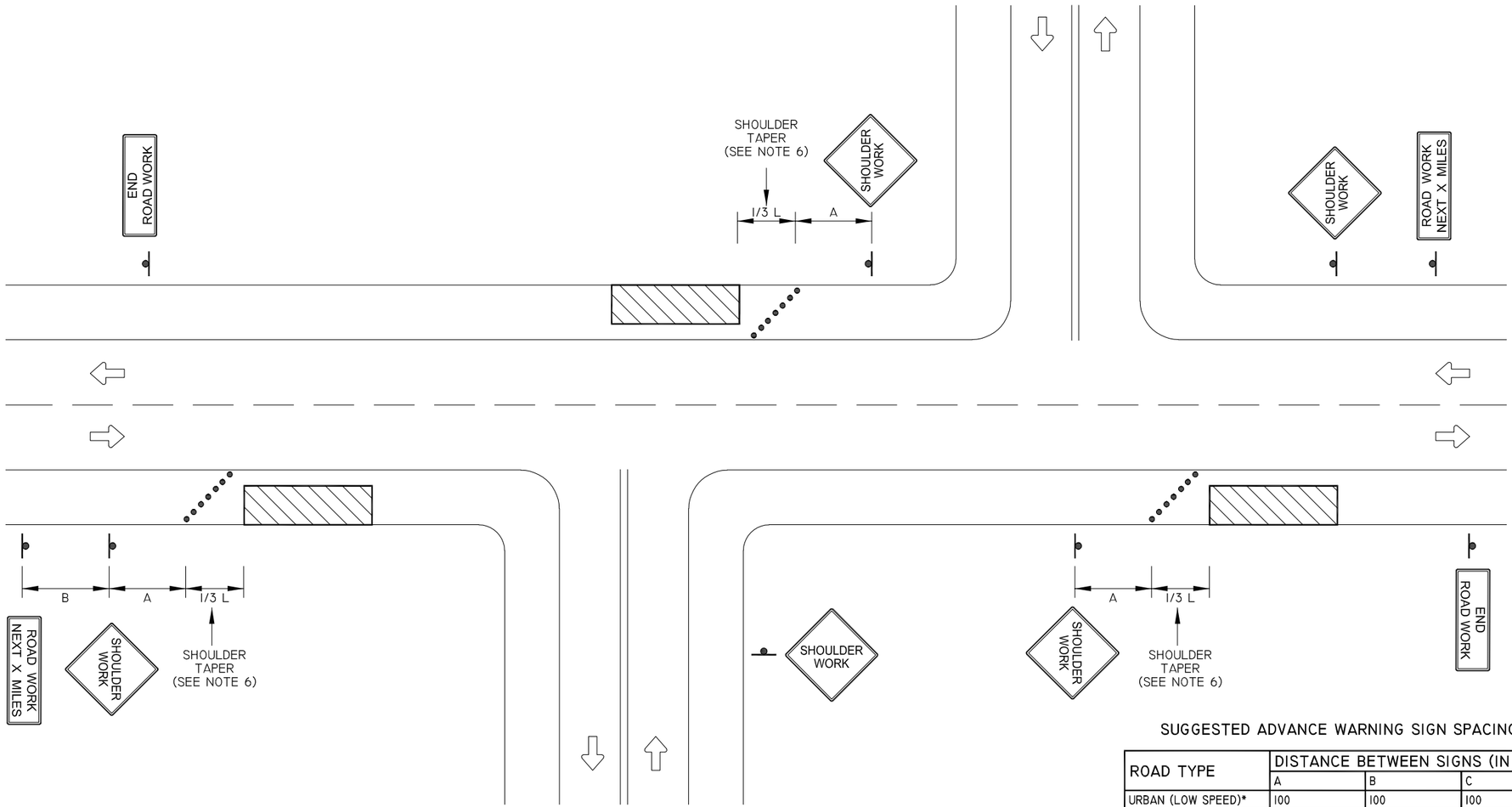
CHARLES TOWN UTILITY BOARD
661 S. GEORGE ST.
CHARLES TOWN, WV 25414

JEFFERSON MEMORIAL PARK FORCE MAIN

STANDARD DETAILS

DRAWING NO. 6 OF 7

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NOTE:

1. FOR CASE A17 (SHOWN) REFER TO THE MANUAL ON TEMPORARY TRAFFIC CONTROL FOR STREETS AND HIGHWAYS (2006 EDITION), WEST VIRGINIA DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS TRAFFIC ENGINEERING.
2. CONTRACTOR MAY NEED TO ADD ADDITIONAL SIGNAGE TO SIDE STREETS AND ENTRANCES WHILE UTILIZING CASE A17.

GENERAL NOTES

1. ALTHOUGH VEHICLE HAZARD WARNING SIGNALS CAN BE USED TO SUPPLEMENT THE ROTATING LIGHTS OR STROBE LIGHTS, THEY SHALL NOT BE USED INSTEAD OF ROTATING LIGHTS OR STROBE LIGHTS.
2. A "SHOULDER WORK" SIGN SHOULD BE PLACED ON THE LEFT SIDE OF THE ROADWAY FOR A DIVIDED OR ONE-WAY STREET ONLY IF THE LEFT SHOULDER IS AFFECTED.
3. THE WORKERS SYMBOL SIGNS MAY BE USED INSTEAD OF SHOULDER WORK SIGNS.
4. THE "SHOULDER WORK AHEAD" SIGN ON AN INTERSECTING ROADWAY MAY BE OMITTED WHERE DRIVER EMERGING FROM THAT ROADWAY WILL ENCOUNTER ANOTHER ADVANCE WARNING SIGN PRIOR TO THIS ACTIVITY AREA.
5. FOR SHORT-DURATION OPERATIONS OF 60 MINUTES OR LESS, ALL SIGNS AND CHANNELIZING DEVICES MAY BE ELIMINATED IF A VEHICLE WITH ACTIVATED ROTATING LIGHTS OR STROBE LIGHTS IS USED.
6. WHEN PAVED SHOULDERS HAVING A WIDTH OF 8 FT OR MORE ARE CLOSED, AT LEAST ONE ADVANCE WARNING SIGN SHALL BE USED. IN ADDITION, CHANNELIZING DEVICES SHALL BE USED TO CLOSE THE SHOULDER IN ADVANCE TO DELINEATE THE BEGINNING OF THE WORK SPACE AND DIRECT VEHICULAR TRAFFIC TO REMAIN WITHIN THE TRAVELED WAY.

SUGGESTED ADVANCE WARNING SIGN SPACING

ROAD TYPE	DISTANCE BETWEEN SIGNS (IN FT)		
	A	B	C
URBAN (LOW SPEED)*	100	100	100
URBAN (HIGH SPEED)*	350	350	350
RURAL	500	500	500
EXPRESSWAY/FREEWAY	1,000	1,500	2,640

*SPEED CATEGORY TO BE DETERMINED BY WV DOH

SPEED	L-TAPER (IN FEET)
25	125
30	180
35	250
40	320
45	540
50	600
55	660

TYPICAL APPLICATIONS

SHOULDER WORK

CASE A17

TWO LANE, TWO WAY TRAFFIC
DAY OR NIGHT OPERATIONS
SHOULDER WORK

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CHARLES TOWN, WV 25414

JEFFERSON MEMORIAL PARK FORCE MAIN

TRAFFIC CONTROL PLAN

DRAWING NO. 7 OF 7

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