CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, OCTOBER 11, 2023

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

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of September 27, 2023 Regular Meeting Minutes
   UB Minutes 09.27.23.pdf

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

   The public is invited to attend this meeting in person or via webcast (www.ctubwv.com- Board Meetings - Meeting Agendas and Minutes 2023) or by accessing the following zoom link:

   https://us06web.zoom.us/j/86138539088?pwd=arFNSv1s9D4c58ay1z3C7djketsscG.1

   Meeting ID: 861 3853 9088
   Passcode: 066314
   +1 301 715 8592 US

3. **UNFINISHED BUSINESS**
   a. Dupont and 3M Class Action Settlement Correspondence - Possible Executive Session Under: WV State Code Section §6-9A-4(b)(12) – To discuss any matter which, by express provision of federal law or state statute or rule of court is rendered confidential.

4. **NEW BUSINESS**
   a. Renewal & Replacement Project Resolution No. 12 - Contractor Pay Application No. 12
   R&R Pay Application No 12.pdf
   b. Tuscawilla Treatment Plant Blow-Off Piping Quote
   Tuscawilla Quote.pdf
   c. RK&K Task No. 19 - Scope of Work Change Order No. 04
   Change Order No. 4.pdf

5. **MANAGER REPORTS**
   a. Utility Manager Report
      UM Report 10.11.23.pdf
   b. Chairman Report

6. **APPROVAL OF BILLS**
   a. October 11, 2023
      Board Report 10.11.23.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY**
   a. Next Meeting - October 25, 2023 at 4:00 P.M.
      Analysis of Debt Service Coverage - New Rates and Projects Pro Forma.pdf
      Revenue & Expense July.pdf
      Revenue & Expense August.pdf

Charles Town Utility Board
Regular Board Meeting
September 27, 2023

The Charles Town Utility Board held a regular meeting on September 27, 2023 at 4:00 P.M. Members of the Board present were John Nissel, Chairman; Duke Pierson, Vice Chairman; Tommy Stocks, Treasurer, Jeff Whitten, Board Member; and Heidi Parker, Board Member. Also present were Kristen Stolipher, Utility Manager; April Shultz, Assistant Utility Manager; Ashley Stottlemyer, Secretary; Robert Rodecker, Legal Counsel; and Richard Lewis, Legal Counsel.

CALL TO ORDER

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

APPROVAL OF MINUTES

Approval of September 13, 2023 Regular Meeting Minutes

The Chairman called for changes or corrections to the September 13, 2023 regular meeting minutes.

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

Approval of September 20, 2023 Special Meeting Minutes

The Chairman called for changes or corrections to the September 20, 2023 special meeting minutes. Mrs. Parker requested adding the permit number to the discussion.

Action: Motion made by Mr. Whitten, second by Mr. Pierson, the Board unanimously approved the minutes as amended.

PUBLIC COMMENT

The Board received no public comment.

UNFINISHED BUSINESS

Audit Committee Selection Update

Mrs. Shultz provided that after sending bid packets to four Audit firms, only 1 proposal was received along with 3 no bid letters. The committee accepted the bid proposal from Perry & Associates for audit services for fiscal years 2023-2025 totaling $22,250.00. Mrs. Shultz submitted the bid proposal from Perry & Associates to the State Auditor's office for approval.

Action: No action required by the Board.

NEW BUSINESS

October Board Meeting Schedule Discussion – Move October 25th Meeting to Thursday, October 26th

Mrs. Stolipher requested moving the October 25th board meeting to October 26th due to staffing and scheduling conflicts with the meeting room.

Action: Motion made by Mr. Pierson, second by Mr. Whitten, the Board unanimously approved moving the October 25th board meeting to October 26th.

Dupont and 3M Class Action Settlement Correspondence

Mr. Richard Lewis from Steptoe & Johnson, PLLC, gave an overview on the class action lawsuits against Dupont and 3M that were sent out to all public water systems across the Unites States. The lawsuits stem from PFAS chemicals released from materials manufactured by both those companies who are now responsible for any damages caused by the chemicals, specifically in source water. Mr. Lewis mentioned CTUB may participate in the class to receive a settlement based on numerous factors or opt out by the December 4, 2023 deadline. Filing objections to the suit are due by November 4th. The Board provided

discussions. Mr. Lewis, along with staff, will gather further information and bring back to the Board next meeting.

Action: No action required by the Board.

MANAGER REPORTS

Utility Manager Report

Mrs. Stolipher mentioned the PSC Reports were submitted this month by Mrs. Shultz and the Greenfield Force Main project will be advertised in the next two editions of the Spirit. She also provided the Collection System easement acquisition has begun and the presentation for the proposed rates will be held at the October 2nd Council meeting.

Action: No action required by the Board.

Chairman Report

The Chairman provided no updates.

Action: No action required by the Board.

APPROVAL OF BILLS

September 27, 2023

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

INFORMATION ONLY

The next regular meeting is scheduled for Wednesday, October 11, 2023 at 4:00 P.M. at 661 S. George Street.

There being no further business at this time, the Board adjourned the meeting at 4:39 P.M.

_____	_____
John Nissel	Ashley Stottlemyer
Chairman	Secretary

CHARLES TOWN UTILITY BOARD
2022 RENEWAL AND REPLACEMENT PROJECT

RESOLUTION NO. 12

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

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

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

b) That each item for which the payment is proposed to be paid is or was necessary in connection with the Project and constitutes a cost of the project.

c) That each of such costs has been otherwise properly incurred.

d) That the payment for each of the items proposed is due and owing.

NOW, THEREFORE, BE IT RESOLVED the City of Charles Town Utility Board that the payment of the attached Contractor's Application for Payment No. 12 as summarized below, is hereby authorized and directed.

Vendor	**Renewal and Replacement Project at the Charles Town Wastewater Treatment Facility**
Alvarez Contractors, Inc.	$895,538.96
Total	**$895,538.96**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 11th day of October 2023.

By: _____
John Nissel, Chairman

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 12

Application Period: 9/01/23-9/30/23	Application Date: 9/30/2023	
To (Owner): CHARLES TOWN UTILITY BOARD	From (Contractor): ALVAREZ CONTRACTORS, INC.	Via (Engineer): GWIN, DOBSON & FOREMAN INC.
Project: CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Contract: CONTRACT #1	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.:

Application For Payment

Change Order Summary

Approved Change Orders

Number	Additions	Deductions
CO 1	$498,183.42	
CO 2	$41,179.57	
CO 3	$90,351.00	
TOTALS	$629,713.99	
NET CHANGE BY CHANGE ORDERS	**$629,713.99**	

1. ORIGINAL CONTRACT PRICE	$	$10,151,000.00
2. Net change by Change Orders	$	$629,713.99
3. Current Contract Price (Line 1 ± 2)	$	$10,780,713.99
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	$	$6,017,782.78
5. RETAINAGE:		
a. 5% X $4,834,886.74 Work Completed	$	$241,744.34
b. 5% X $1,182,896.04 Stored Material	$	$59,144.80
c. Total Retainage (Line 5.a + Line 5.b)	$	$300,889.14
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)	$	$5,716,893.64
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	$	$4,821,354.68
8. AMOUNT DUE THIS APPLICATION	$	$895,538.96
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)	$	$5,063,820.35

Contractor's Certification

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

Contractor Signature

By: Katie Alvarez Date: 9/30/2023

Payment of: $ $895,538.96
(Line 8 or other - attach explanation of the other amount)

is recommended by: Eric Adams (Engineer) 9/28/2023 (Date)

Payment of: $ $895,538.96
(Line 8 or other - attach explanation of the other amount)

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

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

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	12
Application Period:	9/01/23-9/30/23	Application Date:	9/30/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
1	D1 - Moblization/Demob.	$20,000.00	$20,000.00	$0.00	$0.00	$20,000.00	100.0%	$0.00
2	D1 - Bonds/Insurance	$178,000.00	$178,000.00	$0.00	$0.00	$178,000.00	100.0%	$0.00
3	D1 - Video Taping	$4,500.00	$4,500.00	$0.00	$0.00	$4,500.00	100.0%	$0.00
4	D1 - Field Office	$18,000.00	$10,800.00	$540.00	$0.00	$11,340.00	63.0%	$6,660.00
5	D1 - QC Testing (Cash Allowance)	$50,000.00	$17,000.00	$0.00	$0.00	$17,000.00	34.0%	$33,000.00
6	D1 - Submittals/Shop Drawings by ACI	$40,000.00	$36,000.00	$2,000.00	$0.00	$38,000.00	95.0%	$2,000.00
	DIVISION 2 - SITE WORK							
7	D2 - Sediment & Erosion Control	$20,200.00	$16,968.00	$404.00	$0.00	$17,372.00	86.0%	$2,828.00
	SITE DEMOLITION							
8	D2 - Concrete Pads	$4,100.00	$205.00	$0.00	$0.00	$205.00	5.0%	$3,895.00
9	D2 - Remove all Ex. Underground Lines at Centrifuge Bldg. Site	$32,900.00	$29,610.00	$0.00	$0.00	$29,610.00	90.0%	$3,290.00
10	D2 - Remove all Ex. Underground Lines at Electrical Bldg. Site	$12,400.00	$12,400.00	$0.00	$0.00	$12,400.00	100.0%	$0.00
11	D2 - Remove Portions of Underground Lines at Ex. Press Bldg.	$4,200.00	$0.00	$210.00	$0.00	$210.00	5.0%	$3,990.00
	STRUCTURES & BUILDING DEMOLITION							
12	D2 - Headworks Building	$40,200.00	$40,200.00	$0.00	$0.00	$40,200.00	100.0%	$0.00
13	D2 - Influent Pump Station & Bypass Pump Set Up	$97,500.00	$92,625.00	$4,875.00	$0.00	$97,500.00	100.0%	$0.00
14	D2 - UV Equipment	$18,300.00	$0.00	$1,830.00	$0.00	$1,830.00	10.0%	$16,470.00
15	D2 - Plant Drain Pump Station	$14,800.00				$0.00		$14,800.00
16	D2 - Electrical Building by ACI	$7,900.00				$0.00		$7,900.00
17	D2 - Sludge Day Tank & Pump Building	$97,800.00	$97,800.00	$0.00	$0.00	$97,800.00	100.0%	$0.00
18	D2 - Digester Blower Building	$32,500.00	$30,875.00	$1,625.00	$0.00	$32,500.00	100.0%	$0.00
19	D2 - Sludge Transfer Pump Building	$3,200.00				$0.00		$3,200.00
20	D2 - Digester Tank	$8,200.00	$8,200.00	$0.00	$0.00	$8,200.00	100.0%	$0.00
21	D2 - SBR	$1,600.00				$0.00		$1,600.00
	EXCAVATION (MAJOR STRUCTURES)							
22	D2 - Centrifuge Building	$38,900.00	$38,900.00	$0.00	$0.00	$38,900.00	100.0%	$0.00
23	D2 - Electrical Building by ACI	$7,800.00	$7,800.00	$0.00	$0.00	$7,800.00	100.0%	$0.00
24	D2 - Blower Pad	$5,100.00	$5,100.00	$0.00	$0.00	$5,100.00	100.0%	$0.00
25	D2 - Generator Pad	$5,200.00	$5,200.00	$0.00	$0.00	$5,200.00	100.0%	$0.00
	BACKFILL (MAJOR STRUCTURES)							
26	D2 - Centrifuge Building	$42,300.00	$33,840.00	$4,230.00	$0.00	$38,070.00	90.0%	$4,230.00
	STRUCTURAL STONE							
27	D2 - Centrifuge Building	$13,400.00	$13,400.00	$0.00	$0.00	$13,400.00	100.0%	$0.00
28	D2 - Electrical Building	$5,600.00	$5,600.00	$0.00	$0.00	$5,600.00	100.0%	$0.00
29	D2 - FRP Building	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.0%	$0.00
30	D2 - Generator Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
31	D2 - Blower Pad	$1,500.00	$1,500.00	$0.00	$0.00	$1,500.00	100.0%	$0.00
	YARD PIPING							

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	12
Application Period:	9/01/23-9/30/23	Application Date:	9/30/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
32	D2 - 2" Sch 80 PVC Water Service to Headworks Bldg.	$9,900.00	$9,405.00	$0.00	$0.00	$9,405.00	95.0%	$495.00
33	D2 - 2" Sch 80 PVC Water Service to Centrifuge Bldg.	$25,100.00	$20,080.00	$2,510.00	$0.00	$22,590.00	90.0%	$2,510.00
34	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Sanitary Sewer	$16,600.00	$16,600.00	$0.00	$0.00	$16,600.00	100.0%	$0.00
35	D2 - 4" DIP WAS Inlet to Centrifuge Bldg.	$17,400.00				$0.00		$17,400.00
36	D2 - 4" DIP Sludge Drain Off Line from Digester	$16,800.00	$16,800.00	$0.00	$0.00	$16,800.00	100.0%	$0.00
37	D2 - 4" DIP WAS Line from Centrifuge Bldg. to Digester	$16,700.00	$0.00	$0.00	$2,000.00	$2,000.00	12.0%	$14,700.00
38	D2 - 6" PVC Drain from Centrifuge Bldg. to Manhole	$16,500.00	$16,500.00	$0.00	$0.00	$16,500.00	100.0%	$0.00
39	D2 - 4" PVC Drain from Centrifuge Bldg. to Manhole	$15,200.00	$15,200.00	$0.00	$0.00	$15,200.00	100.0%	$0.00
40	D2 - 6" DIP Existing System Connection to New T-Valve	$16,700.00	$16,700.00	$0.00	$0.00	$16,700.00	100.0%	$0.00
41	D2 - 8" PVC Drain Line Under Centrifuge Bldg.	$13,500.00				$0.00		$13,500.00
42	D2 - 24" & 12" HDPE Storm Drain at Centrifuge Bldg.	$58,000.00	$29,000.00	$17,400.00	$0.00	$46,400.00	80.0%	$11,600.00
43	D2 - 18" HDPE Storm Drain at Electrical Bldg.	$39,000.00	$33,150.00	$0.00	$0.00	$33,150.00	85.0%	$5,850.00
44	D2 - 10" Stainless Steel Air Line to Digester	$10,900.00	$10,900.00	$0.00	$0.00	$10,900.00	100.0%	$0.00
	YARD STRUCTURES							
45	D2 - 4' Dia. Precast Drain Line Manhole	$3,400.00				$0.00		$3,400.00
46	D2 - Type G Precast Drop Inlet	$9,200.00	$0.00	$8,280.00	$0.00	$8,280.00	90.0%	$920.00
	FINAL RECLAMATION							
47	D2 - Asphalt Paving	$98,800.00				$0.00		$98,800.00
48	D2 - Final Grading, Seed & Mulch	$5,700.00	$570.00	$0.00	$0.00	$570.00	10.0%	$5,130.00
	DIVISION 3 - CONCRETE							
	SITE CONCRETE							
49	D3 - Generator Pad	$10,100.00	$5,050.00	$5,050.00	$0.00	$10,100.00	100.0%	$0.00
50	D3 - FRP Shelter Pad	$9,400.00	$9,400.00	$0.00	$0.00	$9,400.00	100.0%	$0.00
51	D3 - Digester Blower Pad	$28,200.00	$23,970.00	$0.00	$0.00	$23,970.00	85.0%	$4,230.00
52	D3 - Digester Equipment Pads	$24,900.00				$0.00		$24,900.00
53	D3 - Sidewalks at Blower Bldg. Area	$10,700.00				$0.00		$10,700.00
54	D3 - Sidewalks at Covered Sludge Storage Area	$11,400.00				$0.00		$11,400.00
	ELECTRICAL BLDG.							
55	D3 - Grade Beams	$38,300.00	$38,300.00	$0.00	$0.00	$38,300.00	100.0%	$0.00
56	D3 - Concrete Pads/SOG	$18,100.00	$18,100.00	$0.00	$0.00	$18,100.00	100.0%	$0.00
57	D3 - Door Stoops/Pads	$12,000.00				$0.00		$12,000.00
58	D3 - Exterior SOG/Sidewalks	$15,400.00				$0.00		$15,400.00
59	D3 - Misc. Equipment Pads	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.0%	$0.00
	COVERED SLUDGE STORAGE AREA & CENTRIFUGE BLDG.							
60	D3 - Footings, Grade Beams & Walls	$162,000.00	$162,000.00	$0.00	$0.00	$162,000.00	100.0%	$0.00
61	D3 - Thickened SOG at Trench Drains	$22,200.00	$11,100.00	$11,100.00	$0.00	$22,200.00	100.0%	$0.00
62	D3 - 6" SOG at 2 - Areas	$49,700.00	$9,940.00	$39,760.00	$0.00	$49,700.00	100.0%	$0.00
63	D3 - Equipment Pads, Containment Curbs & Walls	$15,400.00				$0.00		$15,400.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	12
Application Period:	9/01/23-9/30/23	Application Date:	9/30/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
64	D3 - Door/Stoop	$8,100.00				$0.00		$8,100.00
	DIGESTER BLDG. & TANK							
65	D3 - Equipment Pads	$4,400.00				$0.00		$4,400.00
	DIVISION 4 - MASONRY							
	CENTRIFUGE BUILDING							
66	D4 - 12" Standard CMU's	$53,000.00	$0.00	$53,000.00	$0.00	$53,000.00	100.0%	$0.00
	DIVISION 5 - MISC. METALS							
	SITE							
67	D5 - Permanent Bollards	$7,200.00	$0.00	$360.00	$0.00	$360.00	5.0%	$6,840.00
68	D5 - Removable Bollards	$12,300.00	$3,075.00	$6,150.00	$0.00	$9,225.00	75.0%	$3,075.00
	ELECTRICAL BLDG.							
69	D5 - Partition Walls	$69,200.00	$69,200.00	$0.00	$0.00	$69,200.00	100.0%	$0.00
70	D5 - Roof/Ceiling Framing	$35,000.00	$35,000.00	$0.00	$0.00	$35,000.00	100.0%	$0.00
	CENTRIFUGE BUILDING							
71	D5 - W8 x 28 Steel Lintel	$1,800.00	$0.00	$1,800.00	$0.00	$1,800.00	100.0%	$0.00
72	D5 - Monorail Framing	$11,100.00	$0.00	$0.00	$7,690.00	$7,690.00	69.3%	$3,410.00
73	D5 - Covered Storage Framing	$12,900.00	$0.00	$0.00	$8,850.00	$8,850.00	68.6%	$4,050.00
74	D5 - Steel Erection	$25,500.00	$0.00	$7,650.00	$12,537.00	$20,187.00	79.2%	$5,313.00
75	D5 - Stainless Steel Polymer Fill Station	$4,600.00	$0.00	$0.00	$3,000.00	$3,000.00	65.2%	$1,600.00
	DIVISION 6 - WOOD AND PLASTICS							
	CENTRIFUGE BUILDING							
76	D6 - Wood Trusses & Sheathing	$69,500.00				$0.00		$69,500.00
77	D6 - Wood Framing & Interior Finishes	$53,700.00				$0.00		$53,700.00
78	D6 - FRP Grating & Ladders	$11,700.00				$0.00		$11,700.00
	ELECTRICAL SHELTER							
79	D6 - FRP Shelter Building	$48,600.00	$48,600.00	$0.00	$0.00	$48,600.00	100.0%	$0.00
	DIVISION 7 - THERMAL & MOISTURE PROTECTION							
	ELECTRICAL BLDG.							
80	D7 - SSR Roofing & Soffit	$105,900.00				$0.00		$105,900.00
	CENTRIFUGE BUILDING							
81	D7 - SSR Roofing & Soffit	$107,200.00				$0.00		$107,200.00
82	D7 - Corefill Insulation	$2,900.00				$0.00		$2,900.00
83	D7 - EIFS Outsulation	$39,300.00				$0.00		$39,300.00
	DIVISION 8 - DOORS & WINDOWS							
	ELECTRICAL BLDG.							
84	D8 - Hollow Metal Doors, Frames & Hardware	$25,500.00	$0.00	$17,085.00	$0.00	$17,085.00	67.0%	$8,415.00
	CENTRIFUGE BUILDING							
85	D8 - FRP Door & Window	$16,800.00				$0.00		$16,800.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	12
Application Period:	9/01/23-9/30/23	Application Date:	9/30/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
86	D8 - Overhead Door (10'x12')	$16,200.00				$0.00		$16,200.00
87	D8 - Fixed Window	$3,800.00				$0.00		$3,800.00
	DIVISION 9 - FINISHES							
	ELECTRICAL BLDG.							
88	D9 - ACT Ceiling	$38,900.00	$3,890.00	$15,560.00	$0.00	$19,450.00	50.0%	$19,450.00
89	D9 - Paint Walls, Floors & Doors	$11,000.00	$0.00	$5,500.00	$0.00	$5,500.00	50.0%	$5,500.00
	CENTRIFUGE BUILDING							
90	D9 - Paint Walls, Floors & Doors	$31,000.00	$0.00	$3,100.00	$0.00	$3,100.00	10.0%	$27,900.00
91	D9 - Chemical Containment	$6,500.00				$0.00		$6,500.00
92	D9 - Piping	$5,700.00	$1,425.00	$0.00	$0.00	$1,425.00	25.0%	$4,275.00
	DIVISION 10 - SPECIALTIES							
93	D10 - Fire Extinguishers	$400.00				$0.00		$400.00
94	D10 - Project Signs	$6,700.00				$0.00		$6,700.00
	DIVISION 11 - EQUIPMENT							
	SITE							
95	D11 - Influent Pump Station - Submersible Pumps	$189,200.00	$18,920.00	$0.00	$140,566.30	$159,486.30	84.3%	$29,713.70
96	D11 - Plant Drain Pump Station Submersible Pumps	$89,400.00	$8,940.00	$0.00	$60,242.70	$69,182.70	77.4%	$20,217.30
	CENTRIFUGE BUILDING							
97	D11 - Centrifuge System	$619,200.00	$61,920.00	$0.00	$499,840.00	$561,760.00	90.7%	$57,440.00
98	D11 - Digester Sludge Pump	$30,000.00	$3,000.00	$0.00	$0.00	$3,000.00	10.0%	$27,000.00
99	D11 - Inline Grinder	$34,500.00	$3,450.00	$0.00	$0.00	$3,450.00	10.0%	$31,050.00
100	D11 - Polymer Feed System	$32,900.00	$3,290.00	$0.00	$0.00	$3,290.00	10.0%	$29,610.00
101	D11 - Polymer Bulk Tank	$7,800.00	$780.00	$0.00	$0.00	$780.00	10.0%	$7,020.00
	UV BUILDING							
102	D11 - UV System with Controls	$303,900.00	$30,390.00	$151,950.00	$118,800.00	$301,140.00	99.1%	$2,760.00
	HEADWORKS BUILDING							
103	D11 - Mechanical Bar Screen w/Controls	$159,000.00	$159,000.00	$0.00	$0.00	$159,000.00	100.0%	$0.00
104	D11 - Washer/Compactor w/Controls	$85,600.00	$85,600.00	$0.00	$0.00	$85,600.00	100.0%	$0.00
105	D11 - Grit Removal System w/Controls	$262,000.00	$248,900.00	$13,100.00	$0.00	$262,000.00	100.0%	$0.00
	EXISTING DIGESTER							
106	D11 - Digester Aeration & Mixing System w/Controls	$670,000.00	$100,500.00	$402,000.00	$123,226.00	$625,726.00	93.4%	$44,274.00
	EXISTING SBR TANKS							
107	D11 - MCP w/ PLC & Instrumentation	$274,800.00	$27,480.00	$0.00	$0.00	$27,480.00	10.0%	$247,320.00
	DIVISION 13 - SPECIAL CONSTRUCTION							
	SCADA / INTEGRATION							
108	D13 - SCADA, Control Panels, MCC, Field Instrumentation	$765,000.00	$76,500.00	$0.00	$50,785.00	$127,285.00	16.6%	$637,715.00
	DIVISION 14 - CONVEYING SYSTEMS							
	CENTRIFUGE BUILDING							

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	12
Application Period:	9/01/23-9/30/23	Application Date:	9/30/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
109	D14 - Hoist & Monorail	$27,700.00				$0.00		$27,700.00
	HEADWORKS BUILDING							
110	D14 - Screw Conveyor	$70,200.00	$56,160.00	$0.00	$0.00	$56,160.00	80.0%	$14,040.00
	DIVISION 15 - MECHANICAL							
	PROCESS PIPING							
111	D15 - Influent PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$49,000.00	$0.00	$0.00	$16,935.80	$16,935.80	34.6%	$32,064.20
112	D15 - Effluent PS- Sch 40 Stilling Well	$3,900.00				$0.00		$3,900.00
113	D15 - Plant Drain PS - DI Pipe, Fittings, Valves & Sch 40 Stilling Well	$19,500.00	$0.00	$0.00	$4,488.80	$4,488.80	23.0%	$15,011.20
114	D15 - Plan Drain PS - New Top Slab w/Hatch & Vent Pipe	$5,000.00				$0.00		$5,000.00
115	D15 - Plant Drain PS - Portable Hoist w/Socket	$3,000.00				$0.00		$3,000.00
116	D15 - Electrical Bldg- 12" Lug Style BF Valve w/SS Flange Spool	$10,700.00				$0.00		$10,700.00
117	D15 - Centrifuge Bldg. - DI Pipe, Fittings & Valves	$86,800.00	$8,680.00	$0.00	$25,049.25	$33,729.25	38.9%	$53,070.75
118	D15 - Centrifuge Bldg. - Sch 80 PVC Polymer Feed System	$27,100.00				$0.00		$27,100.00
119	D15 - Sludge Transfer Pump Bldg - DI Pipe, Fittings & Valves	$5,700.00	$0.00	$0.00	$684.20	$684.20	12.0%	$5,015.80
120	D15 - Headworks Bldg. - DI Pipe, Fittings & Valves	$47,200.00	$47,200.00	$0.00	$0.00	$47,200.00	100.0%	$0.00
121	D15 - Headworks Bldg. - Sch 80 PVC Drains	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.0%	$0.00
122	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" SS Air Pip	$11,600.00				$0.00		$11,600.00
123	D15 - Ex. Digester Bldg. Mixing Sys. Air Comp. Room - 2" Sch 40 PV	$3,200.00				$0.00		$3,200.00
124	D15 - Ex. Digester Tank - 6" DI Pipe & Fittings w/Elec. Actuated T-Va	$43,000.00	$38,700.00	$0.00	$0.00	$38,700.00	90.0%	$4,300.00
125	D15 - Ex. Digester Tank - 10" SS Pipe & Valve Air Supply Line to Mar	$19,500.00	$19,500.00	$0.00	$0.00	$19,500.00	100.0%	$0.00
126	D15 - Ex. Digester Tank - Pipe Penetrations to Tank by Mack Ind.	$15,700.00	$15,700.00	$0.00	$0.00	$15,700.00	100.0%	$0.00
127	D15 - Digester Blower Pad - 10" & 8" SS Pipe, Fittings & Valves	$15,800.00	$0.00	$3,950.00	$7,042.97	$10,992.97	69.6%	$4,807.03
128	D15 - SBR Tanks - Install Process Sensors & Instrumentation	$12,000.00				$0.00		$12,000.00
	PLUMBING							
129	D15 - Headworks Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BF	$35,800.00	$35,800.00	$0.00	$0.00	$35,800.00	100.0%	$0.00
130	D15 - Centrifuge Bldg. - Sch 80 PVC Water Pipe, Fittings, Valves, BFF	$46,200.00				$0.00		$46,200.00
131	D15 - Centrifuge Bldg. - Sch 80 PVC Drain Pipe, Fittings, Floor Drains	$16,700.00	$14,195.00	$0.00	$0.00	$14,195.00	85.0%	$2,505.00
132	D15 - Centrifuge Bldg. - Plumbing Fixtures & Eyewash/Shower	$32,800.00				$0.00		$32,800.00
	HVAC							
133	D15 - Electrical Bldg. - Split System HVAC Unit	$22,600.00				$0.00		$22,600.00
134	D15 - Centrifuge Bldg. - Exhaust Fans, Louvers, Unit Heaters	$29,900.00	$0.00	$0.00	$26,918.00	$26,918.00	90.0%	$2,982.00
	DIVISION 16 - ELECTRICAL							
	ELECTRICAL WORK BY S&S ELECTRIC							
135	D16 - Electrical Demolition	$163,500.00	$98,100.00	$8,175.00	$0.00	$106,275.00	65.0%	$57,225.00
136	D16 - Lighting - Material	$11,300.00	$11,300.00	$0.00	$0.00	$11,300.00	100.0%	$0.00
137	D16 - Lighting - Labor	$8,900.00				$0.00		$8,900.00
138	D16 - Gear - Material	$278,300.00	$97,405.00	$13,915.00	$0.00	$111,320.00	40.0%	$166,980.00
139	D16 - Gear - Labor	$60,900.00	$9,135.00	$0.00	$0.00	$9,135.00	15.0%	$51,765.00

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Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract):	CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT	Application Number:	12
Application Period:	9/01/23-9/30/23	Application Date:	9/30/2023

			Work Completed		E	F		G
A		B	C	D				
Schedule of Values Item No.	Description	Scheduled Value ($)	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
140	D16 - Emergency Generator - Material	$382,500.00				$0.00		$382,500.00
141	D16 - Emergency Generator - Labor	$22,700.00				$0.00		$22,700.00
142	D16 - Devices - Material	$5,600.00	$560.00	$0.00	$0.00	$560.00	10.0%	$5,040.00
143	D16 - Devices - Labor	$7,300.00	$730.00	$0.00	$0.00	$730.00	10.0%	$6,570.00
144	D16 - Boxes/Troughs - Material	$101,900.00	$50,950.00	$15,285.00	$0.00	$66,235.00	65.0%	$35,665.00
145	D16 - Boxes/Troughs - Labor	$59,900.00	$29,950.00	$0.00	$0.00	$29,950.00	50.0%	$29,950.00
146	D16 - SCADA Equipment Install - Labor	$25,800.00				$0.00		$25,800.00
147	D16 - Conduit - Material	$380,500.00	$247,325.00	$19,025.00	$0.00	$266,350.00	70.0%	$114,150.00
148	D16 - Conduit - Labor	$634,000.00	$297,980.00	$19,020.00	$0.00	$317,000.00	50.0%	$317,000.00
149	D16 - Cable - Material	$487,600.00	$43,884.00	$0.00	$0.00	$43,884.00	9.0%	$443,716.00
150	D16 - Cable - Labor	$358,000.00	$32,220.00	$0.00	$0.00	$32,220.00	9.0%	$325,780.00
151	D16 - Grounding - Material	$12,000.00	$2,400.00	$600.00	$0.00	$3,000.00	25.0%	$9,000.00
152	D16 - Grounding - Labor	$20,700.00	$4,140.00	$1,035.00	$0.00	$5,175.00	25.0%	$15,525.00
153	D16 - Temporary Electric	$53,500.00	$32,100.00	$5,350.00	$0.00	$37,450.00	70.0%	$16,050.00
	BID ALTERNATE A - INFLUENT METERING VAULT							
154	Bonds & Insurance	$2,800.00	$2,800.00	$0.00	$0.00	$2,800.00	100.0%	$0.00
155	Demolition	$14,000.00	$0.00	$4,200.00	$0.00	$4,200.00	30.0%	$9,800.00
156	Excavation & Backfill	$7,600.00	$0.00	$3,800.00	$0.00	$3,800.00	50.0%	$3,800.00
157	Precast Concrete Vault	$23,000.00	$0.00	$5,750.00	$12,943.50	$18,693.50	81.3%	$4,306.50
158	Piping, Fittings, Valves & Supports	$45,000.00	$0.00	$11,250.00	$15,329.59	$26,579.59	59.1%	$18,420.41
159	16" Mag Meter	$14,600.00	$0.00	$3,650.00	$0.00	$3,650.00	25.0%	$10,950.00
160	Electrical Material	$16,000.00	$1,600.00	$0.00	$0.00	$1,600.00	10.0%	$14,400.00
161	Electrical Labor	$29,000.00				$0.00		$29,000.00
	BID ALTERNATE B - WAS METERING VAULT							
162	Bonds & Insurance	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.0%	$0.00
163	Demolition	$14,700.00				$0.00		$14,700.00
164	Excavation & Backfill	$10,200.00				$0.00		$10,200.00
165	Precast Concrete Vault	$21,000.00	$0.00	$0.00	$16,557.50	$16,557.50	78.8%	$4,442.50
166	Piping, Fittings, Valves & Supports	$65,600.00	$0.00	$0.00	$29,409.43	$29,409.43	44.8%	$36,190.57
167	Flow Meters	$17,100.00				$0.00		$17,100.00
168	Misc. Metals	$23,000.00				$0.00		$23,000.00
169	Electrical Material	$33,000.00	$3,300.00	$0.00	$0.00	$3,300.00	10.0%	$29,700.00
170	Electrical Labor	$46,000.00				$0.00		$46,000.00
	CHANGE ORDER #1							
171	CHANGE ORDER #1	$498,183.42	$498,183.42	$0.00	$0.00	$498,183.42	100.0%	$0.00
172	CHANGE ORDER #2	$41,179.57	$41,179.57	$0.00	$0.00	$41,179.57	100.0%	$0.00
173	CHANGE ORDER #3	$90,351.00	$0.00	$22,587.75	$0.00	$22,587.75	25.0%	$67,763.25
	SubTotal	**$10,780,713.99**	**$3,920,224.99**	**$914,661.75**	**$1,182,896.04**	**$6,017,782.78**	**55.8%**	**$4,762,931.21**

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Stored Material Summary

Contractor's Application

For (Contract): CHARLES TOWN WASTEWATER TREATMENT PLANT IMPROVEMENTS PROJECT								Application Number: 12			
Application Period: 9/01/23-9/30/23								Application Date: 9/30/2023			
A		B	C		D		E		F		G
					Stored Previously				Incorporated in Work		
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section	Storage Location	Description of Materials or Equipment Stored	Date Placed into Storage (Month/Year)	Amount ($)	Amount Stored this Month ($)	Subtotal Amount Completed and Stored to Date (D + E)	Date (Month/ Year)	Amount ($)	Materials Remaining in Storage ($) (D + E - F)
34, 37, 42, 158, 166	S100204638.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping & Bid Alternates	1/2023	$16,302.08		$16,302.08	9/2023	$11,193.08	$5,109.00
111, 113, 117, 119, 158, 166	S100198279.001		Inwood shop	CITCO Water - Piping, Valves, Fittings for Mechanical Piping & Bid Alternates	1/2023	$33,962.32		$33,962.32			$33,962.32
136	3624349		onsite	Scott Electric - lighting	1/2023	$3,299.00		$3,299.00	3/2023	$3,299.00	
42	S100204638.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Yard Piping	1/2023	$5,281.95		$5,281.95	9/2023	$5,281.95	
158	S100198279.002		Inwood shop	CITCO Water - Piping, Valves, Fittings for Bid Alternate A	1/2023	$7,075.75		$7,075.75			$7,075.75
138	S6606924.005, S6606924.003		onsite	Schaedler yesco electrical material for gear	2/2023	$2,481.00		$2,481.00	3/2023	$2,481.00	
13	21073974		Inwood shop	ISCO Industries Piping for Bypass pump	2/2023	$6,795.23		$6,795.23	3/2023	$6,795.23	
43	S100207506.001		Inwood shop	CITCO Water - Nyloplast Drain Basins	2/2023	$14,097.00		$14,097.00	4/2023	$14,097.00	
171	483242		Inwood shop	Skyline Steel - H-Piles	3/2023	$62,060.00		$62,060.00	4/2023	$62,060.00	
106	6183.03-.05		Inwood shop	Enviromix, Inc. - Digester Aeration & Mixing Sys w/Controls	3/2023	$259,425.00		$259,425.00	9/2023	$259,425.00	
157,165	MIVC0029470		Inwood shop	Mack Industries - PS Meter Vault, WAS Valve Vault	4/2023	$33,815.00		$33,815.00	9/2023	$4,314.00	$29,501.00
102	902090889		Inwood shop	Veolia UV System	4/2023	$237,600.00		$237,600.00	9/2023	$118,800.00	$118,800.00
117	S100211394.001		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$5,774.80		$5,774.80			$5,774.80
117	S100209868.002		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$4,582.50		$4,582.50			$4,582.50
117	S100198279.004		Inwood shop	CITCO Water - Process Piping for Centrifuge Bldg	4/2023	$3,386.75		$3,386.75			$3,386.75
111,120	S100209822.004		Inwood shop	CITCO Water - Process Piping for HW Bldg & Inf PS	4/2023	$11,549.36		$11,549.36	7/2023	$4,339.41	$7,209.95
33	S100213814.001		Inwood shop	CITCO Water - Yard Piping for Water Svc to Centrifuge Bldg	4/2023	$5,871.20		$5,871.20	8/2023	$5,871.20	
158	S100211150.003		Inwood shop	CITCO Water - Piping for Bid Alternate A - Inf. Metering Vault	4/2023	$5,581.64		$5,581.64	9/2023	$5,581.64	
105	9865-1, 9865-2		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	4/2023	$70,462.00		$70,462.00	7/2023	$70,462.00	
13	0134274-IN		Inwood shop	Precision Pump & Valve - Pumps for bypass	4/2023	$32,204.00		$32,204.00	5/2023	$32,204.00	
103,104	93254		Inwood shop	Zima Corporation - Bar Screen, Washer/Compactor	4/2023	$165,750.30		$165,750.30	7/2023	$165,750.30	
108	220802-1		Inwood shop	Micro-Tech Designs, Inc. - SCADA equipment	4/2023	$36,698.00		$36,698.00			$36,698.00
106	6183.06		Inwood shop	Enviromix, Inc. - Diffusers, Aeration piping, pipes/supports	5/2023	$77,827.50		$77,827.50	9/2023	$77,827.50	
125,127	683		Inwood shop	B.A. Martin Welding - SS Piping for Digester	5/2023	$18,779.95		$18,779.95	7/2023	$11,736.98	$7,042.97
71-75	1457		Inwood shop	Southern Steel Products Company - Misc. Metals for Cent. Bldg	5/2023	$38,450.00		$38,450.00	9/2023	$6,373.00	$32,077.00
95-96	9261		Inwood shop	Pumpman Pittsburgh - Submersible Pumps	5/2023	$200,809.00		$200,809.00			$200,809.00
105	9865-3		Inwood shop	Envirodyne Systems Inc. - Grit Removal System	6/2023	$134,158.00		$134,158.00	8/2023	$134,158.00	
166	S100198279.005		Inwood shop	CITCO Water - Plug valves	7/2023	$26,796.00		$26,796.00			$26,796.00
106	6183.07		Inwood shop	Enviromix, Inc. - Digester Blowers	7/2023	$181,597.50			9/2023	$58,371.50	
97	PSI-31936		Inwood shop	Centrisys - Centrifuge System	9/2023		$499,840.00	$499,840.00			$499,840.00
108	220802-2		Inwood shop	Micro-Tech Designs, Inc. - Controls and Instrumentation	9/2023		$14,087.00	$14,087.00			$14,087.00
134	111977-00		Inwood shop	Aircon Engineering - Unit Heaters, Louvers, Split System	Sep-23		$26,918.00	$26,918.00			$26,918.00
				Totals		**$1,702,472.83**	**$540,845.00**	**$2,061,720.33**		**$1,060,421.79**	$1,182,896.04

EJCDC® C-620 Contractor's Application for Payment
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centrisys®
CENTRIFUGE SYSTEMS

INVOICE

Invoice Number: PSI-31936

Centrifuge-Systems, LLC
9586 58th Place
Kenosha, WI 53144
Phone: (262)654-6006
Fax: (262)764-8705

Invoice Date	Due Date	Ship Date
9/26/2023	10/26/2023	9/26/2023

Customer ID
C001579

Kalvarez2@comcast.net

Bill To: Alvarez Contractors, Inc.
P.O. Box 555
Oakland, MD 21550

Ship To: Charles Town WWTP
832 George Street
Charles Town, WV 25414

Terms	Order #	Ext Doc No.	Ship Via	Shipping Agent Service	Loc Code
Net 30		PO 11150	Zmac		KENOSHA

Job #	Number	Description	Qty Order	Unit	Qty Shipped	Unit Price	Discount Unit Price	Discount	Total Price
13108-01	NB-JT-CS21-4HC 2PH	For the shipment of the CS21-4HC 2PH centrifuge unit. Serial #21H14890823.	1	Each	1	499,840.00	499,840.00		499,840.00

Amount Subject to Sales Tax	Amount Exempt from Sales Tax
0.00	499,840.00

Subtotal:	499,840.00
Total Sales Tax:	0.00
Total:	**499,840.00**

WISCONSIN MANUFACTURER OF THE YEAR

An ISO 9001:2008 Company

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

Invoice

Invoice Number: 220802-2

Invoice Date: 8/25/23

Sold To:
Alvarez Contractors, Inc.
PO Box 555
Oakland, MD 21550

Ship To:

Customer ID: ALVAREZ

Customer PO	Payment Terms	Sales Rep ID	Due Date
16000	Net 30 Days		9/24/23

Ship Via	Ship Date
Best Way	

Qty.	Description	Unit Price	Amount
4.00	FVNR Local Control Station for Charles Town WWTP Improvements Project	797.00	3,188.00
9.00	VFD Local Control Station	1,211.00	10,899.00
	Tax Exempt Number : 320280357		

Subtotal	14,087.00
Sales Tax	
Total Invoice Amount	14,087.00
Payment Received	0.00
TOTAL	14,087.00

Check No:

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

AIRCON ENGINEERING INC.
www.airconeng.com
Cumberland, MD Altoona, PA

*** DUPLICATE ***
# INVOICE

INVOICE DATE	INVOICE #
09/20/23	111977-00

P.O. #	PAGE #
Charlestown WWTP #1500	1

Cust #: 346

Ship To: ALVAREZ CONTRACTORS INC
24 Showtime Drive
48 hour notice
Gary Walker 304-484-7754
Inwood, WV 25428

Bill To: ALVAREZ CONTRACTORS INC
ATTN: KATIE ALVAREZ
P O BOX 555
OAKLAND, MD 21550

15260-2

Remit To: Aircon Engineering, Inc.
7 Williams Street
Cumberland, MD 21502-3593
800-638-6270 Fax:301-722-2262

INSTRUCTIONS	SHIP POINT	VIA	SHIPPED	TERMS
	Aircon Engineering, Inc.	BOX TRUCK USUnited Sta	09/20/23	1.5%10 N30

LN	ITEM AND DESCRIPTION	ORDERED	SHIPPED	SELL UM	PRICE	PRICE UM	DISCOUNT %	AMOUNT
	MODEL # LUU180HHV SERIAL # 304KCMR05S31 MODEL # LCN188HV4 SERIAL # 305KCAS02424 Ship order complete to Alvarez shop in Inwood, WV.							
1	100 EGEB Electric Unit Heater	3	3	each	1794.08	each	0.00	5382.24
2	Lot Equipment Charlestown WWTP	1	1	each	16916.00	each	0.00	16916.00
3	LUU180HHV ODU 18K	1	1	each	2504.90	each	0.00	2504.90
4	LCN188HV4 Multi Zone Inverter Heat	1	1	each	1437.60	each	0.00	1437.60
5	PT-QCHW0 TRUE 2X2 GRILLE	1	1	each	271.60	each	0.00	271.60
6	ZLABGP04A WIND BAFFLE	1	1	each	142.86	each	0.00	142.86
7	PREMTBVC2 MULTISITE CRC2 CONTROL	1	1	each	262.86	each	0.00	262.86

7 Lines Total Qty Shipped Total 9

Total	26918.06
Taxes	1615.08
Invoice Total	28533.14

Cash Discount 403.77 If Paid By 09/30/23

Signature:

$25.00 NSF charge for each check returned

Last Page

Date: October 11, 2023

Charles Town Utility Board
2022 Renewal and Replacement Project
Schedule B

A. COST OF PROJECT	APPROVED CONSTRUCTION BUDGET	Paid by CTUB from Operating Account	Paid by CTUB from Operating Account 6/29/2023-8/9/2023	Paid by CTUB from Operating Account 8/10/2023-9/13/2023	Paid by CTUB from Operating Account 9/14/2023-10/11/2023	Resolution No. 1 Contractor's Application for Payment No. 1	Resolution No. 2 Contractor's Application for Payment No. 2	Resolution No. 3 Contractor's Application for Payment No. 3	Resolution No. 4 Contractor's Application for Payment No. 4	Resolution No. 5 Contractor's Application for Payment No. 5	Resolution No. 6 Contractor's Application for Payment No. 6	Resolution No. 7 Contractor's Application for Payment No. 7	Resolution No. 8 Contractor's Application for Payment No. 8	Resolution No. 9 Contractor's Application for Payment No. 9	Resolution No. 10 Contractor's Application for Payment No. 10	Resolution No. 11 Contractor's Application for Payment No. 11	Resolution No. 12 Contractor's Application for Payment No. 12	BALANCE REMAINING
1 **CONSTRUCTION**																		
a. Contract	$ 10,151,000.00					$ 258,858.00	$ 188,174.70	$ 134,861.40	$ 91,314.99	$ 92,171.91	$ 498,898.59	$ 769,319.84	$ 673,483.46	$ 432,539.77	$ 883,714.54	$ 258,654.49	$ 872,951.21	$ 4,996,057.10
b. Construction Contingency 5% - (See note #2 & #5 below)	$ 376,019.43																	$ 376,019.43
c. Change Order #1 (See note #1 below)	$ 498,183.42											$ 298,910.00	$ 199,273.42					$ -
d. Change Order #2	$ 41,179.57															$ 41,179.57		$ -
e. Change Order #3	$ 90,351.00																$ 22,587.75	$ 67,763.25
2 **ENGINEERING SERVICES**																		
GDF Engineering fees (including CA and RPR)	$ 760,000.00	$ 410,782.47	$ 24,052.83	$ 16,341.34	$ 23,463.13													$ 105,698.97
Additional RPR inspection (not yet Board approved)	$ 125,000.00																	$ 125,000.00
Initial GDF R&R Report	$ 40,082.50	$ 40,082.50																$ -
3 **LEGAL SERVICES**																		
a. Local Project Attorney	$ 20,000.00	$ 544.00																$ 17,144.00
4 **ADMINISTRATIVE SERVICES**																		
a. Project Accountant (CPA)	$ 20,000.00	$ 2,937.50		$ 350.00														$ 9,312.50
b. Other Administrative Costs	$ 10,000.00	$ 1,190.00		$ 1,462.25														$ 3,151.74
5 **Total Project Costs Lines 1-6**	**$ 12,131,815.92**	**$ 455,536.47**	**$ 24,052.83**	**$ 18,153.59**	**$ 23,463.13**	**$ 258,858.00**	**$ 188,174.70**	**$ 134,861.40**	**$ 91,314.99**	**$ 92,171.91**	**$ 498,898.59**	**$ 1,068,229.84**	**$ 872,756.88**	**$ 432,539.77**	**$ 883,714.54**	**$ 299,834.06**	**$ 895,538.96**	**$ 5,700,146.99**
B. SOURCES OF FUNDS	**APPROVED PROJECT FUNDING**																	
1 PROJECT FUNDS																		
Internal Funds & EEG Grant																		
a. Capacity Improvement Fees	$ 1,170,163.00																	$ 1,170,163.00
b. Renewal & Replacement (See note #3 & #4 below)	$ 500,000.00											$ (298,910.00)	$ (199,273.42)					$ 1,816.58
c. Operating Cash	$ 1,515,122.92	$ (455,536.47)	$ (24,052.83)	$ (18,153.59)	$ (23,463.13)													$ 800,347.63
d. EEG Grant Funds	$ 1,966,030.00																	$ 1,966,030.00
Total Internal Funds & EEG Grant Funds	**$ 5,151,315.92**																	**$ 3,938,357.21**
Bond Proceeds																		
e. 2022B & 2022C Construction Fund Account	**$ 6,980,500.00**					$ (258,858.00)	$ (188,174.70)	$ (134,861.40)	$ (91,314.99)	$ (92,171.91)	$ (498,898.59)	$ (769,319.84)	$ (673,483.46)	$ (432,539.77)	$ (883,714.54)	$ (299,834.06)	$ (895,538.96)	**$ 1,761,789.78**
Total Funds Available	**$ 12,131,815.92**	**$ (455,536.47)**	**$ (24,052.83)**	**$ (18,153.59)**	**$ (23,463.13)**	**$ (258,858.00)**	**$ (188,174.70)**	**$ (134,861.40)**	**$ (91,314.99)**	**$ (92,171.91)**	**$ (498,898.59)**	**$ (1,068,229.84)**	**$ (872,756.88)**	**$ (432,539.77)**	**$ (883,714.54)**	**$ (299,834.06)**	**$ (895,538.96)**	**$ 5,700,146.99**

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

ALVAREZ CONTRACTORS, INC. **CHANGE ORDER # _____** **CHARLES TOWN UTILITY BOARD**

DESCRIPTION

CHARLES TOWN (CTUB) TUSCAWILLA WWTP
REQUESTED COST PROPOSAL TO CORE DRILL AND EXTEND 2 EACH, 6" FLG. X FLG. STAINLESS STEEL BLOW OFF PIPES THUR CONCRETE WALL
ALVAREZ CONTRACTORS, INC.
DATE: September 27, 2023

Material	Quant.	Unit	Unit Price		Total Price
					$ -
6" x 4'-0" Sch 40 304 SS F X F Spool	2	EA	$ 1,862.00		$ 3,724.00
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
					$ -
				Materials Total	$ 3,724.00

Labor	# Workers	Hours/Man	Rate		Total Price
					$ -
ACI Project Supt.	1	40	$ 65.26		$ 2,610.40
On Site Engineer	0		$ 46.72		$ -
CL I Operator	2	40	$ 66.25		$ 5,300.00
CL II Operator	0		$ 43.56		$ -
CL II Laborer	0		$ 39.60		$ -
					$ -
				Labor Total	$ 7,910.40

Equipment	# Machines	Hours/Mch.	Rate		Total Price
					$ -
Truck Crane	1	20	$ 125.00		$ 2,500.00
Small Tools, Crew Truck	1	40	$ 15.00		$ 600.00
Float Rental	1				$ -
Scaffol Rental	1				$ -
Concrete Core Machine Rental	1	1	$ 1,500.00		$ 1,500.00
				Equipment Total	$ 4,600.00

Subcontracts					Total Price
					$ -
Mobilization, LS	1	1	$ 500.00		$ 500.00
					$ -
					$ -
				Subcontract Total	$ 500.00

Total Material		$	3,724.00
Total Labor		$	7,910.40
Total Equipment		$	4,600.00
Total Subcontractor		$	500.00
Sales Tax	0%	$	-
Subtotal		$	16,734.40
Overhead	15%	$	2,510.16
Subtotal		$	19,244.56
Profit	5%	$	962.23
Subtotal		$	20,206.79
Bond & Insurance	3%	$	606.20
TOTAL		$	20,812.99







CHARLES TOWN UTILITY BOARD
WATER/SEWER SYSTEMS UPGRADE PROJECTS

RUMMEL, KLEPPER & KAHL, LLP

TASK NO. 19
SCOPE OF WORK CHANGE NO. 04

PROFESSIONAL ENGINEERING & SURVEYING SERVICES

2022 COLLECTION SYSTEM PROJECT
ADDITIONAL DESIGN PHASE SERVICES

September 20, 2023

Being a part of Agreement Between
Charles Town Utility Board and Rummel, Klepper & Kahl, LLP
dated November 13, 2019

This Scope of Work Change No. 04 to Task No. 19 dated September 20, 2023, to the Agreement between Charles Town Utility Board (CTUB) and Rummel, Klepper, and Kahl, LLP (RK&K) dated November 13, 2019, is to address changes/additions to the project requested during review of the final design submission. Specifically, changing the alignment of the Burr East Pump Station force main and additional coordination efforts related to obtaining the necessary easements for the project.

Following design of the Burr East Force Main, a "tot lot" was constructed along the planned alignment. CTUB has requested that the force main alignment be shifted to avoid disruptions to the use of the "tot lot". Instead of circumventing the roundabout at the end of Edmond Road to minimize disruptions to vehicular traffic, the revised force main alignment will be constructed within the roadway requiring modifications to the DOH permit, development of a traffic detour plan and preparation of revised easement(s).

Given the number of easements necessary for the project, CTUB has retained the services of a third party to help acquire the easements. Coordination efforts between CTUB, RK&K and the third party are beyond what RK&K initially budgeted for preparation of easements which would be obtained by CTUB. As a result, RK&K has participated in various meetings to discuss easements and has provided additional assistance regarding questions about easements. As the effort progresses towards obtaining the easements, additional coordination efforts are anticipated.

Scope of Services

The scope of services included herein are consistent with the Design Phase Services included with the original Task No. 19.

Schedule

Subject to CTUB review time, RK&K anticipates an additional one (1) month to finalize the design and obtain the necessary permits to allow the project to proceed to the bidding phase. Impacts to the schedule may occur outside of RK&K's and CTUB's ability to control (i.e. regulatory and permitting approvals, etc.).

Estimated Person-Hours per Phase by Category, Engineer's Consultant Costs and Other Direct Costs

A fee derivation is attached as Page 3 which includes RK&K's estimated person-hours by category and other direct costs anticipated to complete the work for this project.

Materials and Resources Required of CTUB

- CTUB will be responsible for paying any permitting and regulatory agency fees.

Estimated Not-To-Exceed Fee

RK&K will provide the scope of services described above at an amount equal to Engineer's Direct Labor Costs times a factor of 2.8 for the services of Engineer's personnel engaged on the Project, plus Reimbursable Expenses.

The total estimated Not-to-Exceed fee to perform the work is $19,000.00

Task Order Summary

Original Task No. 19 (Design Phase):	$ 112,500.00
Net Change for Prior Amendments:	$ 516,390.00
This Amendment Amount:	$ 19,000.00
Adjusted Not-to-Exceed Amount:	$ 647,890.00

Authorization

This Scope of Work Change No. 04 to Task No. 19, CTUB 2022 Collection System Project, dated September 20, 2023, and being a part of the Agreement between Charles Town Utility Board and Rummel, Klepper & Kahl, LLP for Engineering Services for Water/Sewer Systems Upgrade Projects dated November 13, 2019, is approved by the following duly authorized officials:

Engineer: RUMMEL, KLEPPER & KAHL, LLP

_____ 09/20/2023

John W. Cole, PE — Date
Director

Owner: CHARLES TOWN UTILITY BOARD

_____ _____

John Nissel — Date
Chairman

FEE DERIVATION FOR RK&K - 09/20/2023

ENGINEERING AMENDMENT NO. 4

		RK&K Labor Task	Director	Project Manager	Project Designer	CADD Operator	Licensed Surveyor	Survey Technician	Instrument Operator	Totals
Revised Design Efforts	1	Coordination Calls / Meetings	2							2
	2	Site Visit		8	8					16
	3	Survey					2	8	8	18
	4	Easement Preparation		4			8			12
	5	Design Revisions		4	8	16				28
	6	Permitting		8		4				12
	7	QA/QC	2							2
		Subtotal - Labor Hours	**4**	**24**	**16**	**20**	**10**	**8**	**8**	**90**
									Subtotal RK&K Direct Labor Costs	**$ 10,700.00**
									Subtotal Non-Labor Direct Costs	**$ 400.00**
									Total Fee - Revised Design Efforts	**$ 11,100.00**

		RK&K Labor Task	Director	Project Manager	Project Designer	CADD Operator	Licensed Surveyor	Survey Technician	Instrument Operator	Totals
Easement Coordination Efforts	1	Coordination Calls / Meetings	4	24	16		8			52
										0
		Subtotal - Labor Hours	**4**	**24**	**16**	**0**	**8**	**0**	**0**	**52**
									Subtotal RK&K Direct Labor Costs	**$ 7,900.00**
									Subtotal Non-Labor Direct Costs	**$ -**
									Total Fee - Easement Coordination Efforts	**$ 7,900.00**

TOTAL ENGINEERING FEE	**$ 19,000.00**

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: October 11, 2023

ADMINISTRATIVE

- Customer Counts
  - Sewer 8,623
  - Water 6,688

WATER

- Lead and Copper Inventory update

SEWER

- Greenfield Forcemain bidding schedule

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
	800 N Mildred Street		1/6/2023	0.4	$ 1,172.00	0.4	$ 1,759.60
Lennar	Shenandoah Springs	5, 6	1/10/2023	2	$ 9,110.00		
Lutman Land Development	Beckwith/Shutter		1/10/2023	4	$ 11,720.00	4	$ 17,596.00
Lennar	Norborne Glebe	T015-T021, T068-T074	1/20/2023	14	$ 41,020.00	14	$ 61,586.00
Dan Ryan Builders	Aspen Greens	75	1/20/2023	1	$ 2,930.00		
Lennar	Lennar	1-4	1/20/2023	4	$ 18,220.00		
Dan Ryan Builders	Tate Manor	75-80	1/26/2023	6	$ 17,580.00	6	$ 26,394.00
Dan Ryan Builders	Tate Manor	70-74	1/26/2023	5	$ 14,650.00	6	$ 21,995.00
Lennar	Norborne Glebe	T022-T034	2/9/2023	13	$ 38,090.00	13	$ 57,187.00
Dan Ryan Builders	Huntfield	322-328	2/8/2023	7	$ 20,510.00	7	$ 30,793.00
Dan Ryan Builders	Aspen Greens	51, 70, 83	2/8/2023	3	$ 8,790.00		
Dan Ryan Builders	Huntfield	554-558	2/9/2023	5	$ 14,650.00	5	$ 21,995.00
Dan Ryan Builders	Aspen Greens	69	2/22/2023	1	$ 2,930.00		
Dan Ryan Builders	Aspen Greens	48	2/23/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	625	2/24/2023	1	$ 2,930.00	1	$ 4,399.00
Dan Ryan Builders	Huntfield	376	2/28/2023	1	$ 2,930.00	1	$ 4,399.00
Dan Ryan Builders	Aspen Greens	50	3/3/2023	1	$ 2,930.00		
Lennar	Norborne Glebe	253-259	3/3/2023	7	$ 20,510.00	7	$ 30,793.00
Lennar	Norborne Glebe	T035-T041, T055-T060	3/3/2023	13	$ 38,090.00	13	$ 57,187.00
Dan Ryan Builders	Huntfield	893-897	3/13/2023	5	$ 14,650.00	5	$ 21,995.00
Dan Ryan Builders	Aspen Greens	53, 71	3/14/2023	2	$ 5,860.00		
DRH	Magnolia Springs	188-194	3/14/2023	7	$ 20,510.00		
Wormald	Beallair	215	3/14/2023	1	$ 2,930.00		
Stanley Martin	Presidents Pointe	97-104	3/14/2023	8	$ 36,440.00		
Colandrea Corp	Inferno Brewery	13	3/15/2023	4.03	$ 18,356.65		
Lennar	Norborne Glebe	T042-T054, T061-T067	3/21/2023	20	$ 58,600.00	20	$ 87,980.00
Maronda	Huntwell West	1,5,6,7	3/21/2023	4	$ 11,720.00		
Maronda	Huntwell West	3,4,8,9,10	3/22/2023	5	$ 14,650.00		
Washington Landing LLC	Washington Landing 700,800,900		3/24/2023			35.5	$ 91,464.00
Dan Ryan Builders	Aspen Greens	67, 72, 81	3/28/2023	3	$ 8,790.00		
Dan Ryan Builders	Huntfield	469	3/28/2023	1	$ 2,930.00	1	$ 4,399.00
Wormald	Beallair	216, 232, 303	3/28/2023	3	$ 8,790.00		
Dan Ryan Builders	Aspen Greens	55	3/30/2023	1	$ 2,930.00		
Stanley Martin	Presidents Pointe	105-108	3/31/2023	4	$ 18,220.00		
Engle	169 Euclid Ave - detached garage		4/3/2023	1	$ 2,930.00	1	$ 4,399.00
Dan Ryan Builders	Huntfield	364	4/7/2023	1	$ 2,930.00	1	$ 4,399.00
Dan Ryan Builders	Huntfield	897-904	4/7/2023			8	$ 35,192.00
Dan Ryan Builders	Tate Manor	53-58	4/7/2023	6	$ 17,580.00	6	$ 26,394.00
Dan Ryan Builders	Huntwell West	11	4/10/2023	1	$ 2,930.00		
Dan Ryan Builders	Aspen Greens	54	4/13/2023	1	$ 2,930.00		
Dan Ryan Builders	Aspen Greens	68	4/18/2023	1	$ 2,930.00		
Wormald	Beallair	54, 225	4/21/2023	2	$ 5,860.00		
Stanley Martin	Presidents Pointe	109-116	4/25/2023	8	$ 36,440.00		
Dan Ryan Builders	Huntfield	451-456	4/25/2023	6	$ 17,580.00	6	$ 26,394.00
Dan Ryan Builders	Huntfield	374	4/26/2023	1	$ 2,930.00	1	$ 4,399.00
DRH	Magnolia Springs	188-197	4/28/2023			10	$ 43,990.00
DRH	Magnolia Springs	195-197	4/28/2023	3	$ 8,790.00		
DRH	Magnolia Springs	258-268, 273-288	4/28/2023	27	$ 79,110.00	27	$ 118,773.00
DRH	Magnolia Springs	897-904	4/28/2023	8	$ 23,440.00		
Dan Ryan Builders	Aspen Greens	52, 58	5/3/2023	2	$ 5,860.00		
Dan Ryan Builders	Huntfield	437-440	5/3/2023	4	$ 11,720.00	4	$ 17,596.00
Secatello	E 7th Ave, Parcel 141 Townhomes (1 existing)	A&B	5/3/2023	1	$ 2,930.00	1	$ 4,399.00
Holtzman	W Burr Park	16	5/4/2023	4.09	$ 13,127.00		
Wormald	Beallair	208	5/5/2023	1	$ 2,930.00		
Stanley Martin	Presidents Pointe	117-122	5/12/2023	6	$ 27,330.00		
Wormald	Beallair	224	5/16/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	446-450	5/16/2023	5	$ 14,650.00	5	$ 21,995.00
Dura Trac	West Burr		5/18/2023	0.3	$ 879.00		
Dan Ryan Builders	Huntfield	441-444	5/19/2023	4	$ 11,720.00	4	$ 17,596.00
Porter	Charles Town Road	17, 19	5/22/2023	2	$ 5,860.00	2	$ 8,798.00
Dan Ryan Builders	Aspen Greens	57, 63, 66	5/24/2023	3	$ 8,790.00		
Wormald	Beallair	211, 226	5/24/2023	2	$ 5,860.00		
Lutman Land Development	Jefferson Avenue	10	5/24/2023	1	$ 2,930.00	1	$ 4,399.00
Stanley Martin	Presidents Pointe	123-126	5/26/2023	4	$ 18,220.00		
Jiffy Lube	Joshua Freeway Blvd	11	5/29/2023	0.8	$ 3,644.00		
Dan Ryan Builders	Aspen Greens	74	6/6/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	342-348	6/6/2023	7	$ 20,510.00	7	$ 30,793.00
Dan Ryan Builders	Aspen Greens	56	6/7/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	347A	6/7/2023			1	$ 4,399.00
Lutman Land Development	Samuel Station	24-29	6/7/2023	6	$ 17,580.00	6	$ 26,394.00
Dan Ryan Builders	Huntfield	347A	6/8/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	470	6/16/2023	1	$ 2,930.00	1	$ 4,399.00
Dan Ryan Builders	Aspen Greens	61, 64	6/21/2023	2	$ 5,860.00		
Dan Ryan Builders	Huntfield	778	6/23/2023	1	$ 2,930.00	1	$ 4,399.00
Wormald	Beallair	204	6/27/2023	1	$ 2,930.00		
Lennar	Norborne Glebe	14, 19, 23-26, 29, 33	6/28/2023	8	$ 23,440.00	8	$ 35,192.00
Dan Ryan Builders	Aspen Greens	62	7/7/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	327A	7/7/2023	1	$ 2,930.00	1	$ 4,399.00
Wormald	Beallair	227	7/11/2023	1	$ 2,930.00		
Lennar	Shenandoah Springs	206-227, 28-34	7/11/2023	29	$ 132,095.00		
Stanley Martin	Presidents Pointe	135-140	7/14/2023	6	$ 27,330.00		
Stanley Martin	Presidents Pointe	255-261	7/14/2023	7	$ 31,885.00		
Stanley Martin	Presidents Pointe	262-266	7/14/2023	5	$ 22,775.00		
Washington Landing LLC	Washington Landing	900, 1000, 1100	7/18/2023			24.95	$ 64,272.00
Dan Ryan Builders	Aspen Greens	60, 65	7/24/2023	2	$ 5,860.00		
Dan Ryan Builders	Huntfield	468, 472	7/25/2023	2	$ 5,860.00	2	$ 8,798.00
Lutman Land Development	S. Seminary Street	2	7/27/2023	1	$ 2,930.00	1	$ 4,399.00
Dan Ryan Builders	Huntfield	360	8/1/2023	1	$ 2,930.00	1	$ 4,399.00
DRH	Magnolia Springs	201-203,251-257,269-272,289-290	8/7/2023	16	$ 46,880.00	16	$ 70,384.00
Dan Ryan Builders	Aspen Greens	59	8/22/2023	1	$ 2,930.00		
Dan Ryan Builders	Huntfield	459	8/22/2023	1	$ 2,930.00	1	$ 4,399.00
Stanley Martin	Presidents Pointe	141-143, 162-164, 8	8/24/2023	7	$ 31,885.00		
Wormald	Beallair	212, 302	8/25/2023	2	$ 5,860.00		
Lennar	Norborne Glebe	100-124	8/28/2023	25	$ 73,250.00	25	$ 109,975.00
Dan Ryan Builders	Huntfield	458	8/30/2023	1	$ 2,930.00	1	$ 4,399.00
Wormald	Beallair	66, 206	8/31/2023	2	$ 5,860.00		
Stanley Martin	Presidents Pointe	249-254	8/31/2023	6	$ 27,330.00		
Lennar	Norborne Glebe	12,c13, 16, 17, 18, 20, 22, 27, 30, 31, 34, 45, 47, 48	9/14/2023	14	$ 41,020.00	14	$ 61,586.00
Stanley Martin	Presidents Pointe	144-146, 165-166, 243-248	9/20/2023	11	$ 50,105.00		
Stanley Martin	Presidents Pointe	235-242	9/21/2023	8	$ 36,440.00		
DRH	Magnolia Springs	247, 250	9/22/2023	2	$ 5,860.00	2	$ 8,798.00
Dan Ryan Builders	Kings Crossing	17-21, 174	9/27/2023	6	$ 17,580.00	6	$ 26,394.00
Sulzen	34 Boxwood, 91 Azalea		9/29/2023	2	$ 5,860.00		
Wormald	Beallair	289	10/2/2023	1	$ 2,930.00		
			Total	**454.62**	$ 1,527,903.65	**334.85**	$ 1,358,422.60

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

Month	Commercial	Residential	Total Number of EDU's	Total Sewer CIF Collected	CIF Paid to Ranson	Total
Jan-23		36.4	36.4	$ 116,402.00	$ 9,750.00	$ 106,652.00
Feb-23		32	32	$ 93,760.00		$ 93,760.00
Mar-23	4.03	85	89.03	$ 286,906.65	$ 26,048.75	$ 260,857.90
Apr-23		66	66	$ 206,380.00	$ 13,000.00	$ 193,380.00
May-23	5.19	36	41.19	$ 139,380.00	$ 17,550.00	$ 122,805.00
Jun-23		29	29	$ 84,970.00		$ 84,970.00
Jul-23		55	55	$ 237,525.00	$ 76,375.00	$ 161,150.00
Aug-23		62	62	$ 202,785.00	$ 21,125.00	$ 181,660.00
Sep-23		43	43	$ 156,865.00	$ 30,875.00	$ 125,990.00
Oct-23		1	1	$ 2,930.00		$ 2,930.00
Nov-23						$ -
Dec-23						$ -
Total 2023	**9.22**	**340.4**	**454.62**	**$ 1,527,903.65**	**$ 194,723.75**	**$ 1,334,154.90**

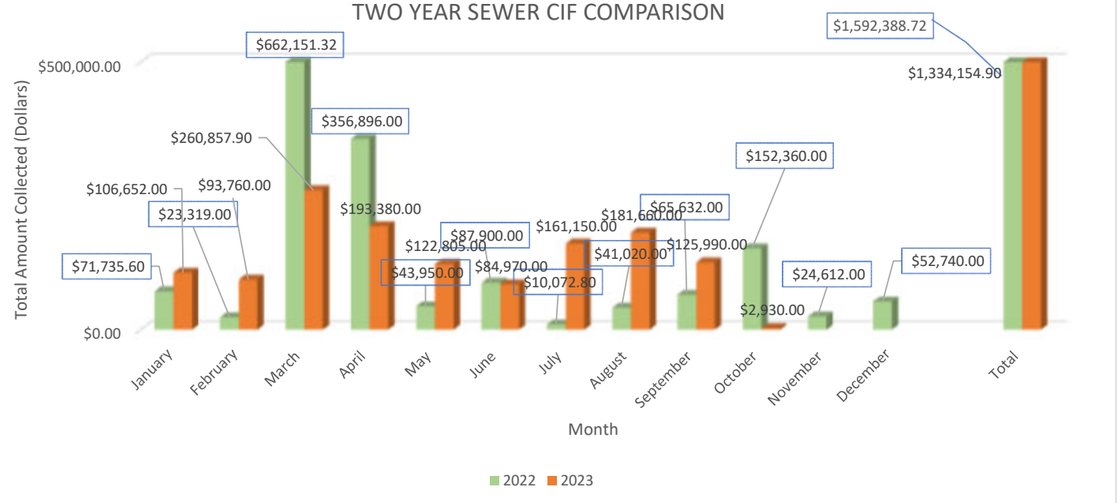
Charles Town Utility Board
2023 Capacity Improvement Fee Collections/EDU for Water

Month	Commercial	Residential	Total Number of EDU's	Total Water CIF
Jan-23		30.4	30.4	$ 129,330.60
Feb-23		27	27	$ 118,773.00
Mar-23		81.5	81.5	$ 293,818.00
Apr-23		60	60	$ 263,940.00
May-23		17	17	$ 74,783.00
Jun-23		24	24	$ 105,576.00
Jul-23	24.95	4	28.95	$ 81,868.00
Aug-23		44	44	$ 193,556.00
Sep-23		22	22	$ 96,778.00
Oct-23				
Nov-23				
Dec-23				
Total 2023	**24.95**	**309.9**	**334.85**	**$ 1,358,422.60**

Charles Town Utility Board 2022 Capacity Improvement Fee Collections/EDU for Sewer						
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Sewer CIF Collected**	**CIF Paid to Ranson**	**Total**
Jan-22	1.53	29.03	30.56	$ 71,735.60		$ 71,735.60
Feb-22		17	17	$ 23,319.00		$ 23,319.00
Mar-22	146.59	34	180.59	$ 662,151.32		$ 662,151.32
Apr-22		129	129	$ 389,396.00	$ 32,500.00	$ 356,896.00
May-22		15	15	$ 43,950.00		$ 43,950.00
Jun-22		30	30	$ 87,900.00		$ 87,900.00
Jul-22	0.04	3	3.04	$ 10,072.80		$ 10,072.80
Aug-22		14	14	$ 41,020.00		$ 41,020.00
Sep-22	0.4	22	22.4	$ 90,007.00	$ 24,375.00	$ 65,632.00
Oct-22	0	52	52	$ 175,110.00	$ 22,750.00	$ 152,360.00
Nov-22	0	8	8.4	$ 24,612.00		$ 24,612.00
Dec-22	0	18	18	$ 52,740.00		$ 52,740.00
Total 2022	**1.97**	**301**	**519.99**	**$1,672,013.72**	**$79,625.00**	**$1,592,388.72**

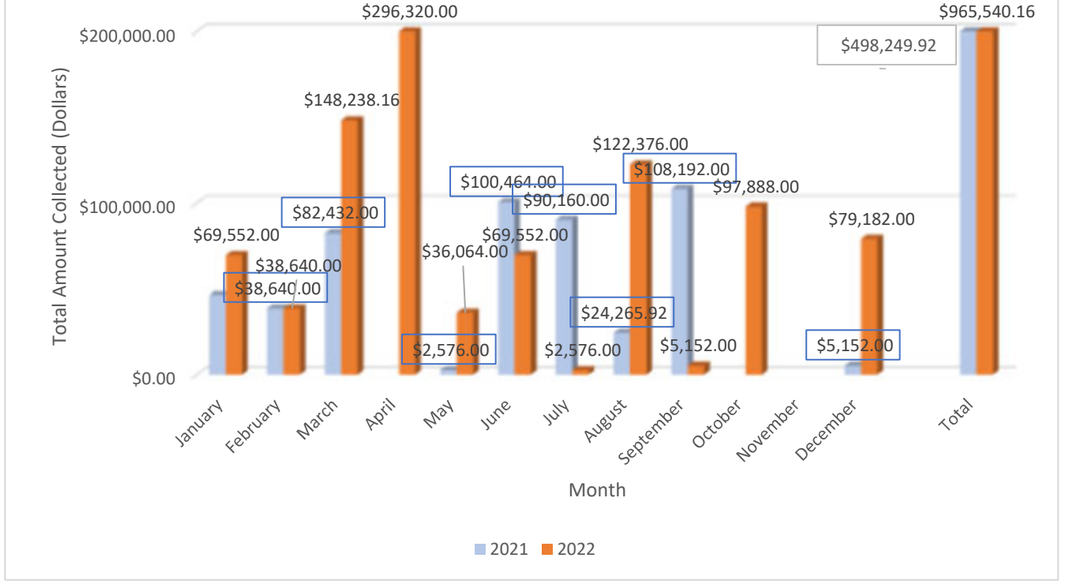


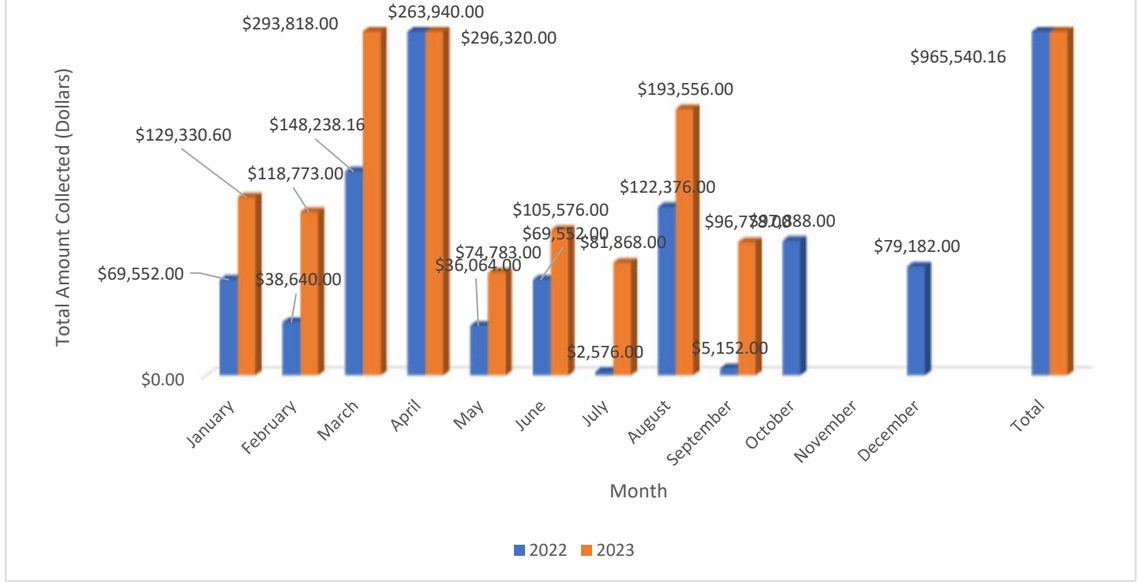
Charles Town Utility Board 2023 Capacity Improvement Fee Collections/EDU for Sewer						
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Sewer CIF Collected**	**CIF Paid to Ranson**	**Total**
Jan-23		36.4	36.4	$ 116,402.00	$ 9,750.00	$ 106,652.00
Feb-23		32	32	$ 93,760.00		$ 93,760.00
Mar-23	4.03	85	89.03	$ 286,906.65	$ 26,048.75	$ 260,857.90
Apr-23		66	66	$ 206,380.00	$ 13,000.00	$ 193,380.00
May-23	5.19	36	41.19	$ 139,380.00	$ 17,550.00	$ 122,805.00
Jun-23		29	29	$ 84,970.00		$ 84,970.00
Jul-23		55	55	$ 237,525.00	$ 76,375.00	$ 161,150.00
Aug-23		62	62	$ 202,785.00	$ 21,125.00	$ 181,660.00
Sep-23		43	43	$ 156,865.00	$ 30,875.00	$ 125,990.00
Oct-23		1	1	$ 2,930.00		$ 2,930.00
Nov-23						
Dec-23						
Total 2023	**9.22**	**340**	**454.62**	**$1,527,903.65**	**$194,723.75**	**$1,334,154.90**



Charles Town Utility Board 2022 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-22		27	27	$ 69,552.00
Feb-22		15	15	$ 38,640.00
Mar-22	39.35	30	69.35	$ 148,238.16
Apr-22	23.03	92	115.03	$ 296,320.00
May-22		14	14	$ 36,064.00
Jun-22		27	27	$ 69,552.00
Jul-22		1	1	$ 2,576.00
Aug-22	36	12	47.5	$ 122,376.00
Sep-22		2	2	$ 5,152.00
Oct-22	0	38	38	$ 97,888.00
Nov-22	0	0	0	
Dec-22	0	18	18	$ 79,182.00
Total 2022	**97.88**	**238**	**373.88**	**$ 965,540.16**

2023 Capacity Improvement Fee Collections/EDU for Water				
Month	**Commercial**	**Residential**	**Total Number of EDU's**	**Total Water CIF**
Jan-22		30.4	30.4	$ 129,330.60
Feb-22		27	27	$ 118,773.00
Mar-22		81.5	81.5	$ 293,818.00
Apr-22		60	60	$ 263,940.00
May-22		17	17	$ 74,783.00
Jun-22		24	24	$ 105,576.00
Jul-22	24.95	4	28.95	$ 81,868.00
Aug-22		44	44	$ 193,556.00
Sep-22		22	22	$ 96,778.00
Oct-22				
Nov-22				
Dec-22				
Total 2023	**24.95**	**310**	**334.85**	**$ 1,358,422.60**





CHARLES TOWN UTILITY BOARD
WASTEWATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	Total Available (EDU's)
2015	1.75	384	1.05	0.7	700,000	4,667
2016	1.75	419	1.14	0.61	610,000	4,067
2017	1.75	393	1.08	0.67	670,000	4,467
2018	1.75	491	1.34	0.41	410,000	2,733
2019	1.75	459	1.26	0.49	490,000	3,267
2020	1.75	419.7	1.15	0.60	603,333	4,022
2021	1.75	401.61	1.11	0.64	637,500	4,250
2022	1.75	387.15	1.06	0.69	687,500	4,583
2023	1.75	280.45	1.04	0.71	712,222	4,748

TUSCAWILLA WASTEWATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	Total Available (EDU's)
2015	0.5	48	0.13	0.37	370,000	2,467
2016	0.5	49	0.13	0.37	370,000	2,467
2017	0.5	48	0.14	0.36	360,000	2,400
2018	0.5	78	0.21	0.29	290,000	1,933
2019	0.5	55.24	0.15	0.35	350,000	2,333
2020	0.5	1.09	0.16	0.34	340,000	2,267
2021	0.5	32.55	0.10	0.40	400,833	2,672
2022	0.5	62.8	0.17	0.33	328,333	2,189
2023	0.5	61.4	0.23	0.27	274,444	1,830

Total EDU's available between CT and Tuscawilla	
2015	7,133
2016	6,533
2017	6,867
2018	4,667
2019	5,600
2020	6,289
2021	6,922
2022	6,772
2023	6,578

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

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

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	37.25	1.20
FEBRUARY	33.8	1.21
MARCH	33.28	1.07
APRIL	32.98	1.1
MAY	35.86	1.16
JUNE	29.9	1.00
JULY	29.78	0.96
AUGUST	30.19	1.01
SEPTEMBER	29.62	0.96
OCTOBER	29.02	0.94
NOVEMBER	30.09	1.00
DECEMBER	35.38	1.14
Annual Total	387.15	1.06

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	36.55	1.21
FEBRUARY	28.96	1.03
MARCH	30.46	1.02
APRIL	29.52	0.98
MAY	30.78	0.99
JUNE	29.64	0.99
JULY	31.2	1.01
AUGUST	29.96	1.00
SEPTEMBER	33.38	1.11
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	280.45	1.04

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

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	0	0
FEBRUARY	0	0
MARCH	4.34	0.14
APRIL	4.68	0.16
MAY	6.03	0.19
JUNE	6.21	0.21
JULY	6.48	0.21
AUGUST	7.01	0.23
SEPTEMBER	7.11	0.24
OCTOBER	7.27	0.23
NOVEMBER	6.94	0.23
DECEMBER	6.73	0.22
Annual Total	62.8	0.17

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	7.3	0.24
FEBRUARY	6.38	0.23
MARCH	6.41	0.21
APRIL	6.13	0.20
MAY	6.30	0.20
JUNE	6.89	0.23
JULY	7.31	0.24
AUGUST	7.7	0.25
SEPTEMBER	6.98	0.23
OCTOBER		
NOVEMBER		
DECEMBER		
Annual Total	61.4	0.226

CHARLES TOWN UTILITY BOARD
WATER TREATMENT PLANT FLOW DATA

CHARLES TOWN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	Total Available (EDU's)
2019	2.8	644.32	1.77	1.03	1,034,980	6,900
2020	2.8	615.64	1.68	1.12	1,117,946	7,453
2021	2.8	601.87	1.64	1.16	1,164,627	7,764
2022	2.8	588.97	1.60	1.20	1,204,163	8,028
2023	2.8	457.20	1.24	1.56	1,558,160	10,388

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

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	47,918,736	1,545,766
FEBRUARY	43,703,896	1,560,853
MARCH	48,063,482	1,550,435
APRIL	47,294,978	1,525,644
MAY	49,834,352	1,607,560
JUNE	49,111,936	1,584,256
JULY	51,919,787	1,674,832
AUGUST	51,872,384	1,673,303
SEPTEMBER	50,844,952	1,640,160
OCTOBER	50,572,280	1,631,364
NOVEMBER	47,643,899	1,536,900
DECEMBER	50,188,260	1,618,976
Annual Total	588,968,942	1,595,837

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	50,324,969	1,623,386
FEBRUARY	44,512,256	1,589,723
MARCH	51,243,776	1,653,025
APRIL	49,507,092	1,597,003
MAY	51,882,496	1,673,629
JUNE	51,245,216	1,653,071
JULY	53,546,017	1,727,291
AUGUST	53,866,467	1,737,628
SEPTEMBER	51,067,174	1,647,328
OCTOBER		0
NOVEMBER		0
DECEMBER		0
Annual Total	457,195,463	1,241,840

GLEN HAVEN WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	
2020	0.0216	1.04	0.01	0.01	13,120	
2021	0.0216	3.06	0.01	0.01	13,213	-
2022	0.0216	2.70	0.01	0.01	14,335	-
2023	0.0216	0.00	0.00	0.02	21,600	-

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

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	204,300	6,590
FEBRUARY	178,600	5,761
MARCH	191,200	6,168
APRIL	222,000	7,161
MAY	237,300	7,655
JUNE	286,600	9,245
JULY	301,600	9,729
AUGUST	262,800	8,477
SEPTEMBER	221,600	7,148
OCTOBER	236,700	7,635
NOVEMBER	215,200	6,942
DECEMBER	144,500	4,661
Annual Total	2,702,400	7,265

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	233,300	7,526
FEBRUARY	184,300	5,945
MARCH	218,200	7,039
APRIL	234,800	7,574
MAY	264,800	8,542
JUNE	268,900	8,674
JULY	325,100	10,487
AUGUST	281,300	9,074
SEPTEMBER	265,600	8,568
OCTOBER		0
NOVEMBER		0
DECEMBER		0
Annual Total	2,276,300	6,119

CAVALAND WATER PLANT FLOW DATA						
YEAR	Total Design (MGD)	TOTAL ANNUAL FLOW (MG)	AVERAGE DAILY (MGD)	Total Design minus Average Daily (MGD)	Total Available (gpd)	
2020	0.036	0.59	0.00	0.03	31,210	
2021	0.036	1.91	0.01	0.03	30,766	
2022	0.036	0.00	0.00	0.03	31,041	
2023	0.036	0.00	0.00	0.04	36,000	

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

2022		
	Total (MG)	AVERAGE (MG)
JANUARY	150,100	4,842
FEBRUARY	127,200	4,103
MARCH	130,300	4,203
APRIL	141,600	4,568
MAY	145,000	4,677
JUNE	155,500	5,016
JULY	173,500	5,597
AUGUST	167,200	5,394
SEPTEMBER	138,500	4,468
OCTOBER	144,300	4,655
NOVEMBER	145,300	4,687
DECEMBER	226,300	7,300
Annual Total	1,844,800	4,959

2023		
	Total (MG)	AVERAGE (MG)
JANUARY	134,900	4,352
FEBRUARY	122,700	3,958
MARCH	140,000	4,516
APRIL	143,100	4,616
MAY	153,400	4,948
JUNE	166,200	5,361
JULY	166,400	5,368
AUGUST	170,400	5,497
SEPTEMBER	163,600	5,277
OCTOBER		0
NOVEMBER		0
DECEMBER		0
Annual Total	1,360,700	3,658

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

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT

FUND TOTALS		
50	WATER FUND	63,246.32
60	SEWER FUND	965,389.29
	GRAND TOTAL:	1,028,635.61

TOTAL PAGES: 5

APPROVED BY: _____

APPROVED BY: _____

This Packet: $ 1,028,635.61

WVDOT, check dated 9/27/23: 4,212.50

Total: $ 1,032,848.11

Note:

Highlighted is for the R&R Project;

Highlighted is for the Collection System Project;

Highlighted is to be reimbursed with Capacity Improvement Fees

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
GERALD TAYLOR CO., INC.	PUMP / TRANSPORT	WATER FUND	WATER		774.17
	PUMP / TRANSPORT	WATER FUND	WATER		551.33
	PUMP / TRANSPORT	SEWER FUND	SEWER		339.97
	PUMP / TRANSPORT	SEWER FUND	SEWER		636.65
				TOTAL:	2,302.12
THE CI THORNBURG CO, INC.	SRII TRPL	WATER FUND	WATER		1,978.11
				TOTAL:	1,978.11
U.S. BANK	PROP,PLANT,EQPMNT	WATER FUND	NON-DEPARTMENTAL		1,986.68
	OFFICE SUPPLIES	WATER FUND	WATER		924.37
	LICENSES/SUBSCRIPT	WATER FUND	WATER		666.45
	MAINT OF METERS	WATER FUND	WATER		26.97
	PMPSTN SUPPLIES	WATER FUND	WATER		256.09
	WTP SUPPLIES	WATER FUND	WATER		493.41
	MAINT SUPPLIES	WATER FUND	WATER		729.05
	TRNG,TRVL,EDUCTN	WATER FUND	WATER		627.53
	UNIFORM EXPENSE	WATER FUND	WATER		469.57
	TECHNLGY EXPENSE	WATER FUND	WATER		2,513.45
	MAINT OF HYDRANTS	WATER FUND	WATER		25.43
	RGLTRY CMMSN EXPNS	WATER FUND	WATER		1,276.00
	ADVRTSNG & PBLCTN	WATER FUND	WATER		240.43
	MISC GENRL EXPENSE	WATER FUND	WATER		523.20
	TRANSPRTN EXPENSE	WATER FUND	WATER		1,602.56
	OFFICE SUPPLIES	SEWER FUND	SEWER		959.47
	LICENSES/SUBSCRIPT	SEWER FUND	SEWER		516.69
	CLLCTNSYS EXPENSE	SEWER FUND	SEWER		224.92
	CTWW PLANTS SPPLS	SEWER FUND	SEWER		1,562.86
	UNIFORM EXPENSE	SEWER FUND	SEWER		134.85
	DRFLD PLANT EXPENS	SEWER FUND	SEWER		45.12
	PMPSTN EXPENSE	SEWER FUND	SEWER		421.48
	CTWWP MAINT	SEWER FUND	SEWER		290.76
	TWWTP MAINT	SEWER FUND	SEWER		16.95
	ADVRTSNG & PBLCTN	SEWER FUND	SEWER		78.43
	MISC GENRL EXPENSE	SEWER FUND	SEWER		108.60
	TRANSPRTN EXPENSE	SEWER FUND	SEWER		325.26
				TOTAL:	17,046.58
HD SUPPLY INC	PIPET TIPS, FILTER	SEWER FUND	SEWER		1,162.67
				TOTAL:	1,162.67
VITAL SIGNS	TRUCK DECALS	WATER FUND	WATER		110.00
	TRUCK DECALS	SEWER FUND	SEWER		110.00
				TOTAL:	220.00
WAKEFIELD & ASSOCIATES INC	SEPT COLLECTIONS	WATER FUND	WATER		56.79
	SEPT COLLECTIONS	SEWER FUND	SEWER		56.78
				TOTAL:	113.57
WV WATER DEVELOPMENT AUTHORITY	#2017-175 INFRSTCTR FNDPRJ	SEWER FUND	NON-DEPARTMENTAL		1,356.96
				TOTAL:	1,356.96

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	104-000960	WATER FUND	NON-DEPARTMENTAL	66.28
	105-000810	WATER FUND	NON-DEPARTMENTAL	59.74
	105-001295	WATER FUND	NON-DEPARTMENTAL	27.90
	106-001815	WATER FUND	NON-DEPARTMENTAL	76.44
	107-000059	WATER FUND	NON-DEPARTMENTAL	89.13
	107-000063	WATER FUND	NON-DEPARTMENTAL	89.13
	107-000066	WATER FUND	NON-DEPARTMENTAL	109.36
	107-000066	WATER FUND	NON-DEPARTMENTAL	82.55
	107-000068	WATER FUND	NON-DEPARTMENTAL	92.72
	107-000072	WATER FUND	NON-DEPARTMENTAL	94.47
	107-000073	WATER FUND	NON-DEPARTMENTAL	66.23
	201-001250	WATER FUND	NON-DEPARTMENTAL	71.52
	202-000350	WATER FUND	NON-DEPARTMENTAL	76.69
	202-001550	WATER FUND	NON-DEPARTMENTAL	95.11
	204-000275	WATER FUND	NON-DEPARTMENTAL	80.98
	205-000050	WATER FUND	NON-DEPARTMENTAL	95.04
	205-001085	WATER FUND	NON-DEPARTMENTAL	8.11
	205-001420	WATER FUND	NON-DEPARTMENTAL	45.52
	401-000137	WATER FUND	NON-DEPARTMENTAL	90.11
	401-000172	WATER FUND	NON-DEPARTMENTAL	55.62
	504-500009	WATER FUND	NON-DEPARTMENTAL	65.04
	504-500018	WATER FUND	NON-DEPARTMENTAL	93.93
	504-500026	WATER FUND	NON-DEPARTMENTAL	10.80
	504-500027	WATER FUND	NON-DEPARTMENTAL	90.32
	504-500031	WATER FUND	NON-DEPARTMENTAL	70.49
	504-500032	WATER FUND	NON-DEPARTMENTAL	38.42
	504-500033	WATER FUND	NON-DEPARTMENTAL	52.48
	701-001470	WATER FUND	NON-DEPARTMENTAL	44.84
	701-003590	WATER FUND	NON-DEPARTMENTAL	44.86
	701-003630	WATER FUND	NON-DEPARTMENTAL	35.20
	702-003700	WATER FUND	NON-DEPARTMENTAL	75.00
	704-002590	WATER FUND	NON-DEPARTMENTAL	44.33
			TOTAL:	3,080.14
NB & C ENGINEERING SERVICES, LLC	STRCTRL ANLSYS FOR VZW	WATER FUND	WATER	1,100.00
			TOTAL:	1,100.00
LOGICAL CONCEPTS, INC	PS MONITORING 2023	SEWER FUND	SEWER	251.25
			TOTAL:	251.25
PACE ANALYTICAL SERVICES, LLC	TESTING: CT WKLY	SEWER FUND	SEWER	225.70
	TESTING: ROCKWOOL IUO2	SEWER FUND	SEWER	356.80
	TESTING: WV0022349/002	SEWER FUND	SEWER	162.60
	TESTING: IU01	SEWER FUND	SEWER	87.90
	TESTING: CT WKLY	SEWER FUND	SEWER	225.70
			TOTAL:	1,058.70
PREMIER COMPUTER REPAIRS LLC	RPR& NWCMPTRSTUP @CTWWTP	SEWER FUND	SEWER	260.00
			TOTAL:	260.00
QUALITY FENCE & DECK CO	WATER TANK SWING GATE	WATER FUND	WATER	4,250.00
			TOTAL:	4,250.00
SPRINT	MONTHLY CELL SERVICE	WATER FUND	WATER	150.23
	MONTHLY CELL SERVICE	SEWER FUND	SEWER	246.40
			TOTAL:	396.63

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	28,608.45
CRYSTAL SPRINGS	MONTHLY SVC@ 661 & 842	WATER FUND	WATER	172.82
	MONTHLY SVC@ 661 & 842	SEWER FUND	SEWER	119.87
			TOTAL:	292.69
D.R. HORTON, INC.	SEWER UPSIZING PER AMEA	SEWER FUND	NON-DEPARTMENTAL	7,500.00
			TOTAL:	7,500.00
DEWBERRY ENGINEERS INC	TO4 VLV ASSMNT PRGM DVLPMN	WATER FUND	NON-DEPARTMENTAL	5,980.00
			TOTAL:	5,980.00
WV DEPT OF HEALTH & HUMAN SERVICES	BACTERIOLOGICAL TEST	WATER FUND	WATER	140.00
	BACTERIOLOGICAL TEST	WATER FUND	WATER	140.00
			TOTAL:	280.00
ENCOVA INSURANCE	INSTALLMENT	WATER FUND	WATER	1,242.28
	INSTALLMENT	SEWER FUND	SEWER	1,146.72
			TOTAL:	2,389.00
ERM & ASSOCIATES LLC	ESMNT ACQSTN 2023CLLCTNSYS	SEWER FUND	NON-DEPARTMENTAL	14,982.98
			TOTAL:	14,982.98
FERGUSON US HOLDINGS, INC	HIP WADERS	WATER FUND	WATER	130.00
			TOTAL:	130.00
GUTTMAN ENERGY	W/E 9/24/23	WATER FUND	WATER	919.66
	W/E 10/01/23	WATER FUND	WATER	395.35
	W/E 9/24/23	SEWER FUND	SEWER	1,228.10
	W/E 10/01/23	SEWER FUND	SEWER	753.43
			TOTAL:	3,296.54
INTELLIPOINT TECHNOLOGIES, LLC	IT-REGULAR-REMOTE	WATER FUND	WATER	150.00
			TOTAL:	150.00
PROTOUCH COMMUNICATIONS, LLC	SEP SVCS: AFTER-HRS EMERGE	WATER FUND	WATER	97.43
	SEP SVCS: AFTER-HRS EMERGE	SEWER FUND	SEWER	97.42
			TOTAL:	194.85
INWOOD QUARRY, INC.	C1 & I10 PICKUPS: 9/26/23	WATER FUND	WATER	455.18
	C1 & I10 PICKUPS: 9/26/23	WATER FUND	WATER	455.17
			TOTAL:	910.35
IRON MOUNTAIN, INC	SHREDDING, STORAGE	WATER FUND	WATER	686.55
	SHREDDING, STORAGE	SEWER FUND	SEWER	686.55
			TOTAL:	1,373.10
MCKINNEY'S AUTO REPAIR	WATER VEHICLE SERVICE	WATER FUND	WATER	122.95
	WATER VEHICLE SERVICE	WATER FUND	WATER	1,803.86
			TOTAL:	1,926.81
SECURITY DEPOSIT REFUNDS	101-000266	WATER FUND	NON-DEPARTMENTAL	27.50
	101-001230	WATER FUND	NON-DEPARTMENTAL	89.23
	102-000235	WATER FUND	NON-DEPARTMENTAL	119.15
	102-000615	WATER FUND	NON-DEPARTMENTAL	623.74
	102-001610	WATER FUND	NON-DEPARTMENTAL	82.16

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT		AMOUNT
3RD TIME TRUCKING	HAULING STONE	WATER FUND	WATER		220.92
	HAULING STONE	WATER FUND	WATER		220.92
	HAULING STONE	WATER FUND	WATER		221.16
	HAULING STONE	WATER FUND	WATER		221.17
	HAULING STONE	SEWER FUND	SEWER		136.22
				TOTAL:	1,020.39
ALS GROUP USA CORP	TESTING: CAV	WATER FUND	WATER		918.36
				TOTAL:	918.36
ALVAREZ CONTRACTORS, INC	WWTP PROJECT	SEWER FUND	NON-DEPARTMENTAL		895,538.96
				TOTAL:	895,538.96
AMERIGAS PROPANE LP	TANK RENTAL: ODEN DR	SEWER FUND	SEWER		167.64
	PROPANE: WOODLAWN	SEWER FUND	SEWER		175.73
				TOTAL:	343.37
NEAL O NILSEN	OFFICE 365 BASIC - 25 USER	WATER FUND	WATER		78.00
	OFFICE 365 BASIC - 25 USER	WATER FUND	WATER		78.00
	OFFICE 365 BASIC - 25 USER	WATER FUND	WATER		78.00
	OFFICE 365 BASIC - 25 USER	SEWER FUND	SEWER		78.00
	OFFICE 365 BASIC - 25 USER	SEWER FUND	SEWER		78.00
	OFFICE 365 BASIC - 25 USER	SEWER FUND	SEWER		78.00
				TOTAL:	468.00
AUTOZONE	DIESEL CNDTR FOR PS	SEWER FUND	SEWER		551.76
				TOTAL:	551.76
CHAMPION INDUSTRIES, INC	PRINTING SVCS SEPT	WATER FUND	WATER		1,314.55
	POSTAGE 4 PRINTING SVCS SE	WATER FUND	WATER		2,962.23
	PRINTING SVCS SEPT	SEWER FUND	SEWER		1,314.54
	POSTAGE 4 PRINTING SVCS SE	SEWER FUND	SEWER		2,962.23
				TOTAL:	8,553.55
CITY NATIONAL BANK	LOCKBOX SVCS: SEP	WATER FUND	WATER		244.24
	LOCKBOX SVCS: SEP	SEWER FUND	SEWER		244.24
				TOTAL:	488.48
CITY OF CHARLES TOWN	AUG UTILITIES@ 661 S GEORG	WATER FUND	WATER		625.03
	OCT RENT@ 661 S GEORGE ST	WATER FUND	WATER		1,275.00
	AUG UTILITIES@ 661 S GEORG	SEWER FUND	SEWER		625.02
	OCT RENT@ 661 S GEORGE ST	SEWER FUND	SEWER		1,275.00
				TOTAL:	3,800.05
CORE & MAIN	MAX10CLAY/DI/AC/CI/PLCPLG,	SEWER FUND	SEWER		1,505.27
	4 SDR35 CLEANOUT ADPT HXF	SEWER FUND	SEWER		63.24
	MAX 6 CLAY/DI/AC/CI/PL CPL	SEWER FUND	SEWER		1,113.92
				TOTAL:	2,682.43
CORNET INC	HYDRANT REPAIR PHW	WATER FUND	WATER		5,489.38
	HYDRANTUPPRBRL REPLACEMENT	WATER FUND	WATER		6,189.38
				TOTAL:	11,678.76
COYNE CHEMICAL	AMMNMSLFT40%NSF,CP-837,HYD	WATER FUND	WATER		5,806.77
	SDMHYPCHLRT15%, PLLTDPST	SEWER FUND	SEWER		1,097.60
	CES PACL 2000	SEWER FUND	SEWER		21,704.08

Charles Town Utility Board

Analysis of Debt Service Coverage - New Rates and Projects Pro Forma

For the year ended June 30, 2023

As of October 2, 2023

	Water Department	Sewer Department	Total
Revenues	$ 6,749,624	$ 7,884,872	$ 14,634,496
Modification to Revenues:			
Interest	(43,030)	(193,657)	(236,687)
Grant Revenues	(11,080)	-	(11,080)
Gain on Sale of Assets	(14,005)	(37,159)	(51,164)
CIF & CAC Revenues	(1,295,971)	(1,208,563)	(2,504,534)
Operating Revenues	5,385,538	6,445,493	11,831,031
Expenses	4,648,592	6,706,703	11,355,295
Modifications to Expenses:			
Depreciation and amortization expense	(1,294,445)	(2,229,345)	(3,523,790)
Bond issuance costs	-	(192,863)	(192,863)
Loss on disposition of assets	-	(45,671)	(45,671)
Pension expense	-	-	-
Pension contractual payments	-	-	-
OPEB expense	-	-	-
OPEB contractual payments	-	-	-
Interest on Long Term Debt	(395,146)	(559,831)	(954,977)
Operating Expenses Net of Non-cash Items and Interest Expense	2,959,001	3,678,994	6,637,995
Operating Income Available for Debt Service	2,426,537	2,766,499	5,193,037
Debt Service Expenditures:			
Principal Payments on Bond Issues	1,045,978	1,336,726	2,382,704
Interest Payments on Bond Issues	500,482	622,353	1,122,835
Total Debt Service Expenditures - Maximum Annual	1,546,460	1,959,079	3,505,539
Operating Income Available After Bond Debt Service	$ 880,077	$ 807,420	$ 1,687,498
Debt Service Coverage Ratio	156.91%	141.21%	148.14%
Required Debt Service Coverage Ratio	115.00%	115.00%	115.00%
Amount of Coverage in Excess of 130%	$ 416,139	$ 219,697	$ 635,836

Water Projects:	
Wells/Springs	$ 1,500,000 project cost financed over 30 years at 5% interest
Force main from WTP	$ 500,000 project cost financed over 30 years at 5% interest
Total financed	$ 2,000,000 project costs and $ 500,000 transactions costs
Projected debt service	$ 162,629 per annum
% of rate increase	$ 162.629 /$ 637,542 = 25.5%
Sewer Projects:	
Full funding of R&R Project	$ 151,649 additional annual debt service.
Collection System Project	$ 88,521 debt service on $ 3,061,000 SRF borrowing
Projected debt service	$ 240,170 per annum
% of rate increase	N/A - Rate changes revenue neutral

Prepared by J.C. Kunkle and Associates, A.C.

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Charles Town Water Department
Revenue & Expense Summary
7/31/2023

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,664,000	Metered Sales - Residential	222,000	249,388	27,388
1,340,000	Metered Sales - Commercial	111,667	115,547	3,881
100,000	Metered Sales - Glen Haven/Cavaland	8,333	8,872	538
20,000	Sale for Resale - Bulk Water	1,667	4,326	2,660
85,000	Forfieted Discounts	7,083	7,077	(6)
38,000	Misc. Service Rev - Reconnection / Tap Fees	3,167	4,550	1,383
565,000	Tank Lot Rental Income (Non-Operating)	47,083	47,065	(19)
23,000	Interest Income (Non-Operating)	1,917	3,906	1,990
20,000	Sinking Fund Income (Non-Operating)	1,667	-	(1,667)
50,000	Miscellaneous Income (Non-Operating)	4,167	2,207	(1,959)
0	CIF & CAC Revenue (Non-Operating)	-	81,868	81,868
4,905,000	**TOTAL REVENUES**	408,750	524,807	116,057
	EXPENSES			
15,000	WS - Materials & Supplies Expense	1,250	126	(1,124)
20,000	WS - Maint of Water Source	1,667	-	(1,667)
380,129	WT - Salaries & Wages - Operations Labor	31,677	29,532	(2,145)
140,000	WT - Power & Fuel	11,667	11,904	237
8,400	WT - Power & Fuel - GH/CAV	700	602	(98)
170,000	WT - Chemical Expense	14,167	16,511	2,344
55,000	WT - Testing	4,583	300	(4,283)
25,000	WT - Materials & Supplies Expense	2,083	763	(1,320)
4,000	WT - Materials & Supplies Expense - GH/CAV	333	223	(110)
39,500	WT - Sludge Hauling	3,292	1,592	(1,700)
90,000	WT - Maint of Water Treatment Plant	7,500	6,219	(1,281)
5,000	WT - Maint of Water Plant - GH/CAV	417	-	(417)
34,000	WT - Licenses & Subscriptions	2,833	-	(2,833)
389,144	TD - Salaries & Wages - Maintenance Labor	32,429	28,177	(4,251)
20,000	TD - Materials & Supplies Expense	1,667	1,109	(558)
50,000	TD - Maint of Dist Reservior & Standpipes	4,167	396	(3,770)
120,000	TD - Maint of Mains	10,000	3,009	(6,991)
150,000	TD - Maint of Services	12,500	17,033	4,533
180,000	TD - Maint of Meters	15,000	12,926	(2,074)
15,000	TD - Maint of Hydrants	1,250	1,386	136
197,629	CA - Salaries & Wages	16,469	12,777	(3,692)
40,000	CA - Billing Expense	3,333	4,113	779
64,500	CA - Licenses & Subscriptions (includes Sensus)	5,375	-	(5,375)
10,000	CA - Bad Debt Expense	833	(215)	(1,048)
130,607	GA - Salaries & Wages	10,884	9,491	(1,393)
2,500	GA - Director Compensation	208	100	(108)
221,784	GA - Employee Insurance & Benefits	18,482	15,120	(3,362)
98,776	GA - Employee Pension Expense	8,231	6,894	(1,337)
83,959	GA - Payroll Taxes - FICA Tax Expense	6,997	6,172	(824)

Charles Town Water Department
Revenue & Expense Summary
7/31/2023

18,101	GA - Employee 457 Expense	1,508	1,449	(60)
65,000	GA - Office Supplies & Expense	5,417	5,327	(89)
15,000	GA - Computer - Technology Expense	1,250	-	(1,250)
15,000	GA - Maint. of General Property	1,250	962	(288)
30,000	GA - Licenses & Subscriptions	2,500	35	(2,465)
20,000	GA - Contractual Services - Engineering	1,667	681	(986)
20,000	GA - Contractual Services - Accounting	1,667	-	(1,667)
20,000	GA - Contractual Services - Legal	1,667	1,203	(464)
20,000	GA - Contractual Services - Other	1,667	2,205	538
15,000	GA - Rental of Building	1,250	1,275	25
78,000	GA - Transportation Expense	6,500	4,569	(1,931)
85,000	GA - Insurance	7,083	20,747	13,664
35,000	GA - Worker's Comp	2,917	2,576	(341)
20,000	GA - Regulatory Commission Expense	1,667	400	(1,267)
10,000	GA - Misc. General Expense	833	169	(665)
6,000	GA - Bond Administration Fees	500	-	(500)
425,000	Interest on Long Term Debt (Non-Operating)	35,417	-	(35,417)
1,165,000	Depreciation Expense (Non-Cash)	97,083	97,083	-
0	Amortization Expense (Non-Cash)	-	-	-
4,822,029	**TOTAL EXPENSES**	401,836	324,942	(76,894)
82,971	Excess (Deficit)	6,914	199,865	
	Reconciliation to Cash:			
	Cash Balance @ 6/30/23		650,664	
	Disbursements To Date		(435,674)	
	Expenses		324,942	
	Deposits To Date		493,800	
	Revenues		(524,807)	
	CASH BALANCE @ 7/31/2023		708,790	
			708,790	Water Operating
			0	
	Water Capacity Improvement Fees		4,151,618	
	Water Renewal & Replacement		830,103	
	Water Working Capital Fund		385,047	

Charles Town Sewer Department
Revenue & Expense Summary
7/31/2023

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,432,000	CTUB Service Revenue	202,667	217,623	14,956
1,414,000	Ranson Revenue	117,833	128,889	11,055
2,526,000	JCPSD Revenue	210,500	242,252	31,752
42,000	Customer Forfieted Discounts	3,500	3,835	335
30,000	Customer Forfieted Discounts- RA	2,500	3,344	844
52,000	Customer Forfieted Discounts- PSD	4,333	5,279	946
25,000	Misc. Sewer Revenues (Non-Operating)	2,083	2,726	643
27,000	Interest Income (Non-Operating)	2,250	4,847	2,597
90,000	Sinking Fund Income (Non-Operating)	7,500	22,557	15,057
0	CIF & CAC Revenues (Non-Operating)	-	161,150	161,150
6,638,000	**TOTAL REVENUES**	553,167	792,502	78,185
	EXPENSES			
20,000	CS - Materials & Supplies Expense	1,667	10	(1,657)
55,000	CS - Maint of Service Connections	4,583	5,067	484
220,000	CS - Maint of Collecting & Trans. Mains	18,333	7,299	(11,035)
402,006	PS - Salaries & Wages	33,500	29,646	(3,855)
135,000	PS - Power & Fuel	11,250	11,972	722
25,000	PS - Materials & Supplies Expense	2,083	747	(1,337)
40,000	PS - Sludge Hauling	3,333	2,651	(683)
210,000	PS - Maint of Pump Stations	17,500	16,471	(1,029)
313,509	TD - Salaries & Wages	26,126	25,051	(1,075)
135,000	TD - Power - CT Plant	11,250	11,482	232
90,000	TD - Power - TUI	7,500	7,062	(438)
10,000	TD - Power - Deerfield	833	388	(445)
175,000	TD - Chemical Expense - CT	14,583	-	(14,583)
20,000	TD - Chemical Expense - TUI	1,667	467	(1,200)
35,000	TD - Testing - CT	2,917	1,090	(1,827)
12,000	TD - Testing - TUI	1,000	272	(728)
80,000	TD - Materials & Supplies Expense	6,667	1,847	(4,820)
5,000	TD - Sludge Hauling - CT	417	-	(417)
13,000	TD - Sludge Hauling - TUI	1,083	832	(252)
110,000	TD - Maint. Burns Farm	9,167	11,277	2,110
200,000	TD - Maint. Treatment Plant - CT	16,667	13,874	(2,793)
90,000	TD - Maint. Treatment Plant - TUI	7,500	21,435	13,935
15,000	TD - Maint. Treatment Plant - Deerfield	1,250	-	(1,250)
246,780	CA - Billing & Acct Labor	20,565	16,899	(3,666)
60,000	CA - Billing Expense	5,000	4,113	(887)
40,000	CA - Licenses & Subscriptions	3,333	-	(3,333)
15,000	CA - Bad Debt Expense	1,250	(3)	(1,253)
205,113	GA - Salaries & Wages	17,093	14,842	(2,251)
2,500	GA - Director Compensation	208	100	(108)
256,412	GA - Employee Insurance & Benefits	21,368	17,034	(4,333)
105,067	GA - Employee Pension Expense	8,756	7,779	(976)

Charles Town Sewer Department
Revenue & Expense Summary
7/31/2023

89,307	GA - Payroll Taxes - FICA Tax Expense	7,442	6,754	(688)
17,608	GA - Employee 457 Expense	1,467	1,362	(106)
75,000	GA - Office Supplies & Expense	6,250	6,119	(131)
18,000	GA - Computer - Technology Expense	1,500	-	(1,500)
30,000	GA - Maint. of General Property	2,500	1,017	(1,483)
30,000	GA - Licenses & Subscriptions	2,500	35	(2,465)
35,000	GA - Contractual Services - Engineering	2,917	-	(2,917)
40,000	GA - Contractual Services - Accounting	3,333	-	(3,333)
180,000	GA - Contractual Services - Legal	15,000	11,575	(3,425)
25,000	GA - Contractual Services - Other	2,083	825	(1,258)
15,000	GA - Rental of Building	1,250	1,275	25
85,000	GA - Transportation Expense	7,083	4,152	(2,931)
110,000	GA - Insurance	9,167	20,747	11,580
35,000	GA - Worker's Comp	2,917	2,378	(539)
30,000	GA - Regulatory Commission Expense	2,500	1,315	(1,185)
55,000	GA - Bond Administration Fees	4,583	-	(4,583)
10,000	GA - Misc. General Expense	833	724	(109)
0	GA - Advertising & Publication Expense	-	-	-
320,000	Interest on Long Term Debt (Non-Operating)	26,667	-	(26,667)
2,042,000	Depreciation Expense (Non-Cash)	170,167	170,167	-
0	Amortization Expense (Non-Cash)	-	-	-
6,583,300	**TOTAL EXPENSES**	548,608	458,146	(90,462)
54,700	**Excess (Deficit)**	4,558	334,356	

Reconciliation to Cash:			
Cash Balance @ 6/30/23		2,544,101	
Disbursements To Date		(1,143,951)	
Expenses		458,146	
Deposits To Date		1,175,369	
Revenues		(792,502)	
CASH BALANCE 7/31/2023		2,575,519	
		2,575,519	Sewer Operating
		-	
Sewer Capacity Improvement Fees		5,126,234	
Sewer Renewal & Replacement		332,129	
Sewer Working Capital Fund		708,556	

Charles Town Water Department
Revenue & Expense Summary
8/31/2023

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,664,000	Metered Sales - Residential	444,000	490,805	46,805
1,340,000	Metered Sales - Commercial	223,333	229,259	5,925
100,000	Metered Sales - Glen Haven/Cavaland	16,667	17,189	523
20,000	Sale for Resale - Bulk Water	3,333	8,287	4,953
85,000	Forfieted Discounts	14,167	13,924	(242)
38,000	Misc. Service Rev - Reconnection / Tap Fees	6,333	7,050	717
565,000	Tank Lot Rental Income (Non-Operating)	94,167	107,703	13,536
23,000	Interest Income (Non-Operating)	3,833	8,250	4,417
20,000	Sinking Fund Income (Non-Operating)	3,333	-	(3,333)
50,000	Miscellaneous Income (Non-Operating)	8,333	5,602	(2,731)
0	CIF & CAC Revenue (Non-Operating)	-	275,424	275,424
4,905,000	**TOTAL REVENUES**	817,500	1,163,494	345,994
	EXPENSES			
15,000	WS - Materials & Supplies Expense	2,500	530	(1,970)
20,000	WS - Maint of Water Source	3,333	1,234	(2,099)
380,129	WT - Salaries & Wages - Operations Labor	63,355	57,564	(5,791)
140,000	WT - Power & Fuel	23,333	23,254	(79)
8,400	WT - Power & Fuel - GH/CAV	1,400	953	(447)
170,000	WT - Chemical Expense	28,333	25,111	(3,222)
55,000	WT - Testing	9,167	780	(8,387)
25,000	WT - Materials & Supplies Expense	4,167	1,303	(2,863)
4,000	WT - Materials & Supplies Expense - GH/CAV	667	577	(90)
39,500	WT - Sludge Hauling	6,583	4,170	(2,414)
90,000	WT - Maint of Water Treatment Plant	15,000	6,835	(8,165)
5,000	WT - Maint of Water Plant - GH/CAV	833	-	(833)
34,000	WT - Licenses & Subscriptions	5,667	-	(5,667)
389,144	TD - Salaries & Wages - Maintenance Labor	64,857	60,081	(4,776)
20,000	TD - Materials & Supplies Expense	3,333	2,793	(540)
50,000	TD - Maint of Dist Reservior & Standpipes	8,333	2,991	(5,343)
120,000	TD - Maint of Mains	20,000	4,820	(15,180)
150,000	TD - Maint of Services	25,000	40,155	15,155
180,000	TD - Maint of Meters	30,000	38,343	8,343
15,000	TD - Maint of Hydrants	2,500	11,607	9,107
197,629	CA - Salaries & Wages	32,938	26,152	(6,786)
40,000	CA - Billing Expense	6,667	10,823	4,157
64,500	CA - Licenses & Subscriptions (includes Sensus)	10,750	-	(10,750)
10,000	CA - Bad Debt Expense	1,667	4,938	3,272
130,607	GA - Salaries & Wages	21,768	19,378	(2,390)
2,500	GA - Director Compensation	417	250	(167)
221,784	GA - Employee Insurance & Benefits	36,964	31,047	(5,917)
98,776	GA - Employee Pension Expense	16,463	14,010	(2,453)

Charles Town Water Department
Revenue & Expense Summary
8/31/2023

83,959	GA - Payroll Taxes - FICA Tax Expense	13,993	15,440	1,446
18,101	GA - Employee 457 Expense	3,017	2,964	(53)
65,000	GA - Office Supplies & Expense	10,833	11,475	641
15,000	GA - Computer - Technology Expense	2,500	-	(2,500)
15,000	GA - Maint. of General Property	2,500	1,409	(1,091)
30,000	GA - Licenses & Subscriptions	5,000	134	(4,866)
20,000	GA - Contractual Services - Engineering	3,333	1,571	(1,763)
20,000	GA - Contractual Services - Accounting	3,333	213	(3,121)
20,000	GA - Contractual Services - Legal	3,333	2,367	(966)
20,000	GA - Contractual Services - Other	3,333	10,775	7,442
15,000	GA - Rental of Building	2,500	2,550	50
78,000	GA - Transportation Expense	13,000	10,682	(2,318)
85,000	GA - Insurance	14,167	20,807	6,640
35,000	GA - Worker's Comp	5,833	4,036	(1,798)
20,000	GA - Regulatory Commission Expense	3,333	445	(2,888)
10,000	GA - Misc. General Expense	1,667	334	(1,333)
6,000	GA - Bond Administration Fees	1,000	-	(1,000)
425,000	Interest on Long Term Debt (Non-Operating)	70,833	-	(70,833)
1,165,000	Depreciation Expense (Non-Cash)	194,167	194,167	-
0	Amortization Expense (Non-Cash)	-	-	-
4,822,029	**TOTAL EXPENSES**	803,672	669,066	(134,606)
82,971	Excess (Deficit)	13,829	494,428	

Reconciliation to Cash:

Cash Balance @ 6/30/23	650,664	
Disbursements To Date	(936,435)	
Expenses	669,066	
Deposits To Date	987,324	
Revenues	(1,163,494)	
CASH BALANCE @ 8/31/2023	701,554	
	701,554	Water Operating
	(0)	
Water Capacity Improvement Fees	4,347,674	
Water Renewal & Replacement	841,832	
Water Working Capital Fund	385,292	

Charles Town Sewer Department
Revenue & Expense Summary
8/31/2023

Annual Budget		Y-T-D Budget	Y-T-D Actual	Difference
	REVENUES			
2,432,000	CTUB Service Revenue	405,333	429,709	24,376
1,414,000	Ranson Revenue	235,667	254,610	18,944
2,526,000	JCPSD Revenue	421,000	473,278	52,278
42,000	Customer Forfieted Discounts	7,000	7,409	409
30,000	Customer Forfieted Discounts- RA	5,000	6,199	1,199
52,000	Customer Forfieted Discounts- PSD	8,667	9,743	1,076
25,000	Misc. Sewer Revenues (Non-Operating)	4,167	7,380	3,214
27,000	Interest Income (Non-Operating)	4,500	10,415	5,915
90,000	Sinking Fund Income (Non-Operating)	15,000	44,956	29,956
0	CIF & CAC Revenues (Non-Operating)	-	342,810	342,810
6,638,000	**TOTAL REVENUES**	1,106,333	1,586,510	480,176
	EXPENSES			
20,000	CS - Materials & Supplies Expense	3,333	192	(3,142)
55,000	CS - Maint of Service Connections	9,167	5,067	(4,099)
220,000	CS - Maint of Collecting & Trans. Mains	36,667	7,299	(29,368)
402,006	PS - Salaries & Wages	67,001	56,489	(10,512)
135,000	PS - Power & Fuel	22,500	20,528	(1,972)
25,000	PS - Materials & Supplies Expense	4,167	4,945	778
40,000	PS - Sludge Hauling	6,667	10,983	4,316
210,000	PS - Maint of Pump Stations	35,000	18,714	(16,286)
313,509	TD - Salaries & Wages	52,252	49,444	(2,807)
135,000	TD - Power - CT Plant	22,500	22,036	(464)
90,000	TD - Power - TUI	15,000	13,672	(1,328)
10,000	TD - Power - Deerfield	1,667	856	(811)
175,000	TD - Chemical Expense - CT	29,167	10,226	(18,941)
20,000	TD - Chemical Expense - TUI	3,333	467	(2,867)
35,000	TD - Testing - CT	5,833	8,396	2,562
12,000	TD - Testing - TUI	2,000	1,329	(671)
80,000	TD - Materials & Supplies Expense	13,333	9,731	(3,603)
5,000	TD - Sludge Hauling - CT	833	840	6
13,000	TD - Sludge Hauling - TUI	2,167	4,235	2,068
110,000	TD - Maint. Burns Farm	18,333	20,585	2,252
200,000	TD - Maint. Treatment Plant - CT	33,333	47,673	14,340
90,000	TD - Maint. Treatment Plant - TUI	15,000	39,411	24,411
15,000	TD - Maint. Treatment Plant - Deerfield	2,500	95	(2,405)
246,780	CA - Billing & Acct Labor	41,130	34,129	(7,001)
60,000	CA - Billing Expense	10,000	12,380	2,380
40,000	CA - Licenses & Subscriptions	6,667	-	(6,667)
15,000	CA - Bad Debt Expense	2,500	6,837	4,337
205,113	GA - Salaries & Wages	34,186	30,303	(3,883)
2,500	GA - Director Compensation	417	250	(167)
256,412	GA - Employee Insurance & Benefits	42,735	32,391	(10,345)
105,067	GA - Employee Pension Expense	17,511	15,333	(2,178)

Charles Town Sewer Department
Revenue & Expense Summary
8/31/2023

89,307	GA - Payroll Taxes - FICA Tax Expense	14,884	16,643	1,759
17,608	GA - Employee 457 Expense	2,935	2,729	(205)
75,000	GA - Office Supplies & Expense	12,500	12,279	(221)
18,000	GA - Computer - Technology Expense	3,000	-	(3,000)
30,000	GA - Maint. of General Property	5,000	1,155	(3,845)
30,000	GA - Licenses & Subscriptions	5,000	134	(4,866)
35,000	GA - Contractual Services - Engineering	5,833	-	(5,833)
40,000	GA - Contractual Services - Accounting	6,667	213	(6,454)
180,000	GA - Contractual Services - Legal	30,000	17,857	(12,143)
25,000	GA - Contractual Services - Other	4,167	4,575	408
15,000	GA - Rental of Building	2,500	2,550	50
85,000	GA - Transportation Expense	14,167	11,992	(2,175)
110,000	GA - Insurance	18,333	20,807	2,474
35,000	GA - Worker's Comp	5,833	3,725	(2,108)
30,000	GA - Regulatory Commission Expense	5,000	1,719	(3,281)
55,000	GA - Bond Administration Fees	9,167	-	(9,167)
10,000	GA - Misc. General Expense	1,667	1059	(607)
0	GA - Advertising & Publication Expense	-	44	44
320,000	Interest on Long Term Debt (Non-Operating)	53,333	-	(53,333)
2,042,000	Depreciation Expense (Non-Cash)	340,333	340,333	-
0	Amortization Expense (Non-Cash)	-	-	-
6,583,300	**TOTAL EXPENSES**	1,097,217	922,648	(174,569)
54,700	**Excess (Deficit)**	9,117	663,862	

	Reconciliation to Cash:		
	Cash Balance @ 6/30/23	2,544,101	
	Disbursements To Date	(2,620,854)	
	Expenses	922,648	
	Deposits To Date	2,641,140	
	Revenues	(1,586,510)	
	CASH BALANCE 8/31/2023	2,564,387	
		2,564,387	Sewer Operating
		0	
	Sewer Capacity Improvement Fees	5,311,355	
	Sewer Renewal & Replacement	348,127	
	Sewer Working Capital Fund	709,007	