CHARLES TOWN UTILITY BOARD
AGENDA

WEDNESDAY, JULY 22, 2026

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

CALL TO ORDER

1. **APPROVAL OF MINUTES**
   a. Approval of July 8, 2026 Regular Meeting Minutes
   UB Minutes 07.08.26.pdf

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

   The public is invited to attend this meeting in person or via webcast (www.ctubwv.com- Board Meeting - Meeting Agendas and Minutes 2026) or by accessing the following zoom link:

   https://us06web.zoom.us/j/88473924263?pwd=hkg71nEwjJealRXdQgqY3v5SqhAJXa.1

   Meeting ID:884 7392 4263
   Passcode: 707147
   (301)715-8592

3. **UNFINISHED BUSINESS**
   a. Update on WV PSC Cases - Possible Executive Session under the provision of W. Va. Code §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, or which is not considered a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.
   b. Discuss Ongoing Official Investigation - Executive Session under the provision of W. Va. Code §6-9A-4(b)(7) - To plan or consider an official investigation relating to crime prevention or law enforcement.
   c. Summit Point Regional Utility Corridor Initiative (SPRUCI) - Discussion and Next Steps
   Summit Point Road Data Center - Preliminary Water Model Report - 260713.pdf
   d. Consideration of Policy Protecting Homeowners from Mandatory

Connection to Newly Extended Water and Wastewater Infrastructure

e. Sewer Alternate Mainline Extension Agreement for Ghazwa Forest - Draft
   Draft Ghazwa Forest Sewer AMEA.pdf
   Ghazwa Forest AMEA Review.pdf
f. Discussion by Cooley Public Strategies on Draft Analysis and Dashboards - Possible Executive Session under the provision of W. VA Code 6-9a-4(b) (9) To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision: Provided, That information relied on during the course of deliberations on matters involving commercial competition are exempt from disclosure under the open meetings requirements of this article only until the commercial competition has been finalized and completed: Provided, however, That information not subject to release pursuant to the West Virginia freedom of information act does not become subject to disclosure as a result of executive session; (12) To discuss any matter which, by express provision of federal law or state statute or rule of court is rendered confidential, or which is not considered a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.
g. FY 2027 Capital Improvement Plan Update

4. **NEW BUSINESS**
   a. Water and Sewer Alternate Mainline Extension Agreement for Augustine Manor - Draft
      Draft Augustine Manor Water AMEA.pdf
      Draft Augustine Manor Sewer AMEA.pdf
   b. Resident Request for Property Purchase - 56 Stark Road
      Stark Road.pdf
   c. Collection System Project - Resolution No. 35 - CWSRF No. 11, Pay App No. 16
      Collection System Project - Resolution No. 35 - CIF No. 27, Pay App No. 16.pdf
   d. Collection System Project - Resolution No. 36 - CIF No. 28
      Collection System Project - Resolution No. 36 - CIF No. 28.pdf
   e. Jefferson County Water Advisory Committee (JCWAC) Update
      WAC Meeting Agenda.pdf
   f. Cancellation of August 12, 2026 Regular Board Meeting

5. **MANAGER REPORTS**
   a. Manager Report
   b. Chairman Report
   c. Engineering Report

6. **APPROVAL OF BILLS**
   a. July 22, 2026

Board Report 07.22.26.pdf

7. **ADJOURNMENT**

8. **INFORMATION ONLY**
   a. Next Meeting - August 12, 2026 at 4:00 P.M.

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Approval of July 8, 2026 Regular Meeting Minutes

Attachments:

UB Minutes 07.08.26.pdf

Charles Town Utility Board
Regular Board Meeting
July 8, 2026

The Charles Town Utility Board held a regular meeting on July 8, 2026 at 4:00 P.M. Members of the Board present were Brent Manuel, Chairman; John Maxey, Vice Chairman; Duke Pierson, Treasurer, Heid Parker and Patrick Kratovil. Also, present were Paul Mantello, Utility Manager; April Shultz, Assistant Utility Manager; Ashley Stottlemyer, Secretary; Cindy Wilson, Legal Counsel (Zoom) and Commissioner Mike Mood, County Commission Liaison.

CALL TO ORDER

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

APPROVAL OF MINUTES

Approval of June 24, 2026 Regular Meeting Minutes

The Chairman called for changes or corrections to the June 24, 2026 regular meeting minutes.

Action: **Motion made by Mrs. Parker, second by Mr. Pierson, to approve the June 24, 2026 regular meeting minutes as presented. Mrs. Parker suggested revising the minutes to note two minor changes. Motion made by Mrs. Parker, second by Mr. Maxey, the Board unanimously approved amending the minutes to include the two changes. Mr. Kratovil abstained from voting due to his absence as he was absent from that meeting. The original motion to approve the minutes was approved unanimously. Mr. Kratovil abstained from voting.**

PUBLIC COMMENT

Public comment was received from Jacquelyn Milliron and Christine Wimer.

OLD BUSINESS

Update on WV PSC Cases- Possible Executive Session under the provision of W. VA Code §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, or which is not considered a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.

This item was moved to the end of the meeting.

Action: **No action required by the Board.**

Discuss Ongoing Official Investigation - Executive Session under the provision of W. Va. Code 6-9A-4(b)(7) - To plan or consider an official investigation relating to crime prevention or law enforcement.

This item was moved to the end of the meeting.

Action: **No action required by the Board.**

Summit Point Motorsports Park Utility Service Project – Discussion & Next Steps

Mr. Mantello mentioned he and staff met with President Jeff Johnson at the Summit Point facility for a tour of the facility and an overview of current and future plans. He is continuing to work with various agencies, including the Jefferson County Commission, Jefferson County Development Authority, Jefferson County Public Schools, and WV Department of Environmental Protection to collaborate a regional project. He mentioned his upcoming follow-up meeting with the Data Center group to discuss their plans in that area. Mr. Mantello also provided he will be moving

forward with the interview process with Potesta for the Preliminary Engineering Report. Both Mr. Maxey and Mrs. Parker expressed interest to participate on the interview committee with CTUB staff. The Board provided discussions.

Mr. Maxey asked whether CTUB could test the Page Jackson Elementary School for PFAS. Mr. Mantello mentioned the Board of Education is handing the testing of schools. Mr. Maxey also asked whether or not CIF's could be a funding source for the "purple line" for the data center project. The Board provided discussions.

Action: **No action required by the Board.**

Sewer Alternate Mainline Extension Agreement with Ghazwa Forest – Draft

Mr. Mantello mentioned this agreement was tabled from last meeting pending legal review by Mrs. Wilson. Mrs. Wilson had no concerns.

Action: **Motion made by Mrs. Parker, second by Mr. Pierson, the Board unanimously approved taking this item off the table.**

Action: **Motion made by Mr. Pierson, second by Mr. Parker, to approve the Sewer AMEA with Ghazwa as submitted. The Board provided discussions on the agreement. Mr. Maxey suggested tabling the agreement to have the Engineer evaluate the project due to the recent CIF order and what the CIF funds can be used for. Motion failed due to a 1-4 vote. The Chairman, Mr. Maxey, Mr. Pierson and Mr. Kratovil voted against the motion.**

Action: **Motion made by Mr. Maxey, second by Mr. Pierson, with discussions from the Board, the Board unanimously approved tabling the discussion on the agreement for additional information and advice from the Engineer regarding whether or not an expanded distribution line to handle the flows is needed.**

Mrs. Parker suggested a possible future meeting to discuss mainline/alternate mainline extension agreements. Mr. Maxey mentioned the possibility of having the Public Service Commission (PSC) provide clarification on these agreements at a future meeting.

Consideration of Policy Protecting Homeowners from Mandatory Connection to Newly Extended Water and Wastewater Infrastructure

Mr. Maxey suggested the Board request to be on the next City Council agenda to discuss this issue and the recent PSC order regarding CIF's. The Chairman provided the next meeting is July 20th. Commissioner Mood suggested the Board also clarify the mandatory connection rules with the PSC. The Board provided discussions.

Action: **No action required by the Board.**

NEW BUSINESS

GDF Proposal for Maintenance Building Construction Administration and Inspection Services

Mr. Chris Eckenrode provided a task order that included the construction administration and inspection services for the Maintenance Building project, an estimated ten-month project.

Action: **Motion made by Mr. Pierson, second by Mr. Maxey, the Board unanimously approved accepting the proposal as submitted.**

Annual Preventative Maintenance Contract for Digester Compressor at Charles Town Wastewater Treatment Plant

Mr. Mantello included a five-year preventative maintenance contract with Atlas Copco for the digester compressor at the Charles Town wastewater treatment plant totaling $17,091.85. The Board provided discussions. Mr. Eckenrode provided clarifications on the discussions.

Action: **Motion made by Mrs. Parker, second by Mr. Kratovil, the Board unanimously approved the Atlas Copco preventative maintenance five-year contract.**

Quote from STH for Spare pump at Wendy's Pump Station

Mr. Mantello provided a quote from STH for a spare pump at Wendy's pump station, which is a critical station in the system.

Action: **Motion made by Mr. Pierson, second by Mr. Maxey, the Board unanimously approved the STH quote for a spare pump at Wendy's pump station.**

MANAGER REPORTS

Utility Manager Report

Mr. Mantello briefed the Board on water and sewer issues he has been working on including the Locust Hill ponds and aerators and the NPDES permit renewal and the land application process.

Mrs. Parker requested to have the Board member salary be reviewed in the future by the City.

Action: **No action required by the Board.**

Chairman Report

The Chairman had no updates.

Action: **No action required by the Board.**

Engineering Report

Mr. Eckenrode provided a report on the projects GDF is currently working on, including a daily operator log for the wastewater plants.

Action: **No action required by the Board.**

APPROVAL OF BILLS

July 8, 2026

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

EXECUTIVE SESSION

Action: **Motion made by Mr. Pierson, second by Mr. Kratovil, the Board unanimously approved convening into Executive Session at 5:05 P.M. to discuss the following agenda items:**

- Update on WV PSC Cases- Possible Executive Session under the provision of W. VA Code §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, or which is not considered a public record

within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.

- Discuss Ongoing Official Investigation - Executive Session under the provision of W. Va. Code 6-9A-4(b)(7) - To plan or consider an official investigation relating to crime prevention or law enforcement.

The Board convened back into public session at 6:19 P.M.

ADJOURNMENT

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

Action: **Motion made by Mr. Pierson, second by Mr. Kratovil, the Board unanimously approved to adjourn the meeting at 6:20 P.M.**

INFORMATION ONLY

The next regular meeting is scheduled for Wednesday, July 22, 2026 at 4:00 P.M. at 661 S. George Street.

Brent Manuel	Ashley Stottlemyer
Chairman	Secretary

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Update on WV PSC Cases - Possible Executive Session under the provision of W. Va. Code §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, or which is not considered a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.

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Discuss Ongoing Official Investigation - Executive Session under the provision of W. Va. Code §6-9A-4(b)(7) - To plan or consider an official investigation relating to crime prevention or law enforcement.

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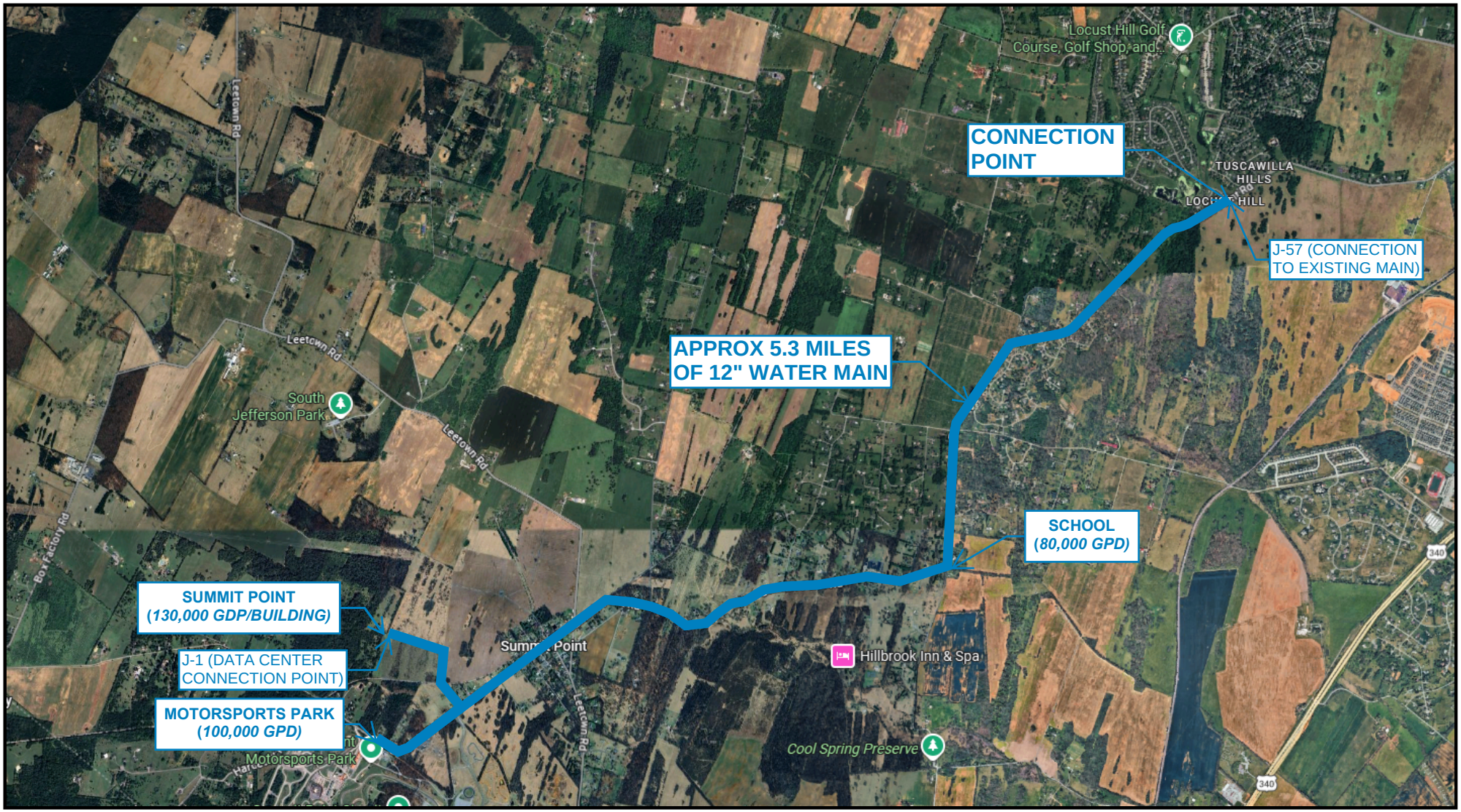
Summit Point Regional Utility Corridor Initiative (SPRUCI) - Discussion and Next Steps

Attachments:

Summit Point Road Data Center - Preliminary Water Model Report - 260713.pdf



SCALE: N.T.S.

VAB260027.00 | 260713

WATER MAIN EXTENSION - PRELIMINARY WATER MODEL REPORT

2481 SUMMIT POINT ROAD,
SUMMIT POINT, WV, 25446

THIS EXHIBIT WAS PREPARED IN BLUEBEAM. MEASUREMENTS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED. THIS MAP SHOULD BE USED IN CONJUNCTION WITH THE PLAN SET TO WHICH THIS SHEET BELONGS.

FlexTable: Junction Table

Label	Elevation (ft)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)
J-1 (DATA CENTER CONNECTION)	600.00	270	688.78	38
J-2	600.00	0	688.85	38
J-3	600.00	0	688.93	38
J-4	600.00	0	689.01	39
J-5	600.00	0	689.08	39
J-5.5 (MOTORSPORTS PARK CONNECTION)	600.00	70	689.11	39
J-6	600.00	0	689.18	39
J-7	620.00	0	689.30	30
J-8	620.00	0	689.42	30
J-9	620.00	0	689.53	30
J-10	620.00	0	689.65	30
J-11	620.00	0	689.77	30
J-12	620.00	0	689.88	30
J-13	620.00	0	690.00	30
J-14	620.00	0	690.12	30
J-15	620.00	0	690.24	30
J-16	620.00	0	690.35	30
J-17	609.65	0	690.47	35
J-18	597.84	0	690.59	40
J-19	585.04	0	690.70	46
J-20	580.02	0	690.82	48
J-21	580.00	0	690.94	48
J-22	596.71	0	691.05	41
J-23	591.36	0	691.17	43
J-24	580.00	0	691.29	48
J-25	584.34	0	691.41	46
J-26	595.70	0	691.52	41
J-27	582.47	0	691.64	47
J-28	580.00	0	691.76	48
J-29	587.90	0	691.87	45
J-30	598.30	0	691.99	41
J-31	606.57	0	692.11	37
J-32 (SCHOOL CONNECTION)	607.72	56	692.22	37
J-33	610.88	0	692.38	35
J-34	611.55	0	692.53	35
J-35	613.92	0	692.69	34
J-36	614.60	0	692.84	34
J-37	604.16	0	693.00	38
J-38	601.04	0	693.15	40
J-39	600.00	0	693.31	40
J-40	600.00	0	693.46	40
J-41	600.00	0	693.62	41
J-42	599.74	0	693.77	41
J-43	601.22	0	693.93	40
J-44	608.69	0	694.08	37
J-45	590.19	0	694.24	45
J-46	572.92	0	694.39	53
J-47	554.90	0	694.55	60
J-48	545.84	0	694.70	64

FlexTable: Junction Table

Label	Elevation (ft)	Demand (gpm)	Hydraulic Grade (ft)	Pressure (psi)
J-49	534.07	0	694.86	70
J-50	530.47	0	695.01	71
J-51	523.57	0	695.17	74
J-52	520.00	0	695.32	76
J-53	520.00	0	695.48	76
J-54	520.00	0	695.63	76
J-55	535.94	0	695.79	69
J-56	540.62	0	695.94	67
J-57	544.88	0	696.01	65

FlexTable: Pipe Table

Label	Length (Scaled) (ft)	Start Node	Stop Node	Diameter (in)	Hazen-Williams C	Flow (gpm)	Velocity (ft/s)	Material
P-1	500	J-2	J-1 (DATA CENTER CONNECTION)	12.0	160.0	270	0.77	PVC
P-2	500	J-3	J-2	12.0	160.0	270	0.77	PVC
P-3	500	J-4	J-3	12.0	160.0	270	0.77	PVC
P-4	500	J-5	J-4	12.0	160.0	270	0.77	PVC
P-5(1)	308	J-6	J-5.5 (MOTORSPORTS PARK CONNECTION)	12.0	160.0	340	0.96	PVC
P-5(2)	192	J-5.5 (MOTORSPORTS PARK CONNECTION)	J-5	12.0	160.0	270	0.77	PVC
P-6	500	J-7	J-6	12.0	160.0	340	0.96	PVC
P-7	500	J-8	J-7	12.0	160.0	340	0.96	PVC
P-8	500	J-9	J-8	12.0	160.0	340	0.96	PVC
P-9	500	J-10	J-9	12.0	160.0	340	0.96	PVC
P-10	500	J-11	J-10	12.0	160.0	340	0.96	PVC
P-11	500	J-12	J-11	12.0	160.0	340	0.96	PVC
P-12	500	J-13	J-12	12.0	160.0	340	0.96	PVC
P-13	500	J-14	J-13	12.0	160.0	340	0.96	PVC
P-14	500	J-15	J-14	12.0	160.0	340	0.96	PVC
P-15	500	J-16	J-15	12.0	160.0	340	0.96	PVC
P-16	500	J-17	J-16	12.0	160.0	340	0.96	PVC
P-17	500	J-18	J-17	12.0	160.0	340	0.96	PVC
P-18	500	J-19	J-18	12.0	160.0	340	0.96	PVC
P-19	500	J-20	J-19	12.0	160.0	340	0.96	PVC
P-20	500	J-21	J-20	12.0	160.0	340	0.96	PVC
P-21	500	J-22	J-21	12.0	160.0	340	0.96	PVC
P-22	500	J-23	J-22	12.0	160.0	340	0.96	PVC
P-23	500	J-24	J-23	12.0	160.0	340	0.96	PVC
P-24	500	J-25	J-24	12.0	160.0	340	0.96	PVC
P-25	500	J-26	J-25	12.0	160.0	340	0.96	PVC
P-26	500	J-27	J-26	12.0	160.0	340	0.96	PVC
P-27	500	J-28	J-27	12.0	160.0	340	0.96	PVC
P-28	500	J-29	J-28	12.0	160.0	340	0.96	PVC
P-29	500	J-30	J-29	12.0	160.0	340	0.96	PVC
P-30	500	J-31	J-30	12.0	160.0	340	0.96	PVC
P-31	500	J-32 (SCHOOL CONNECTION)	J-31	12.0	160.0	340	0.96	PVC
P-32	500	J-33	J-32 (SCHOOL CONNECTION)	12.0	160.0	396	1.12	PVC
P-33	500	J-34	J-33	12.0	160.0	396	1.12	PVC
P-34	500	J-35	J-34	12.0	160.0	396	1.12	PVC
P-35	500	J-36	J-35	12.0	160.0	396	1.12	PVC
P-36	500	J-37	J-36	12.0	160.0	396	1.12	PVC
P-37	500	J-38	J-37	12.0	160.0	396	1.12	PVC
P-38	500	J-39	J-38	12.0	160.0	396	1.12	PVC
P-39	500	J-40	J-39	12.0	160.0	396	1.12	PVC
P-40	500	J-41	J-40	12.0	160.0	396	1.12	PVC
P-41	500	J-42	J-41	12.0	160.0	396	1.12	PVC

FlexTable: Reservoir Table

Label	Elevation (ft)	Flow (Out net) (gpm)	Hydraulic Grade (ft)
R-1	545.00	396	545.00

FlexTable: Pump Table

Label	Elevation (ft)	Pump Definition	Hydraulic Grade (Suction) (ft)	Hydraulic Grade (Discharge) (ft)	Flow (Total) (gpm)	Pump Head (ft)
PMP-1	545.00	Pump Definition - 1	545.00	696.01	396	151.01

FlexTable: Pipe Table

Label	Length (Scaled) (ft)	Start Node	Stop Node	Diameter (in)	Hazen-Williams C	Flow (gpm)	Velocity (ft/s)	Material
P-42	500	J-43	J-42	12.0	160.0	396	1.12	PVC
P-43	500	J-44	J-43	12.0	160.0	396	1.12	PVC
P-44	500	J-45	J-44	12.0	160.0	396	1.12	PVC
P-45	500	J-46	J-45	12.0	160.0	396	1.12	PVC
P-46	500	J-47	J-46	12.0	160.0	396	1.12	PVC
P-47	500	J-48	J-47	12.0	160.0	396	1.12	PVC
P-48	500	J-49	J-48	12.0	160.0	396	1.12	PVC
P-49	500	J-50	J-49	12.0	160.0	396	1.12	PVC
P-50	500	J-51	J-50	12.0	160.0	396	1.12	PVC
P-51	500	J-52	J-51	12.0	160.0	396	1.12	PVC
P-52	500	J-53	J-52	12.0	160.0	396	1.12	PVC
P-53	500	J-54	J-53	12.0	160.0	396	1.12	PVC
P-54	500	J-55	J-54	12.0	160.0	396	1.12	PVC
P-55	217	J-57	J-56	12.0	160.0	396	1.12	PVC
P-56	500	J-56	J-55	12.0	160.0	396	1.12	PVC
TO PUMP	10	J-57	PMP-1	12.0	160.0	-396	1.12	PVC
TO RESERVOIR	10	PMP-1	R-1	12.0	150.0	-396	1.12	PVC

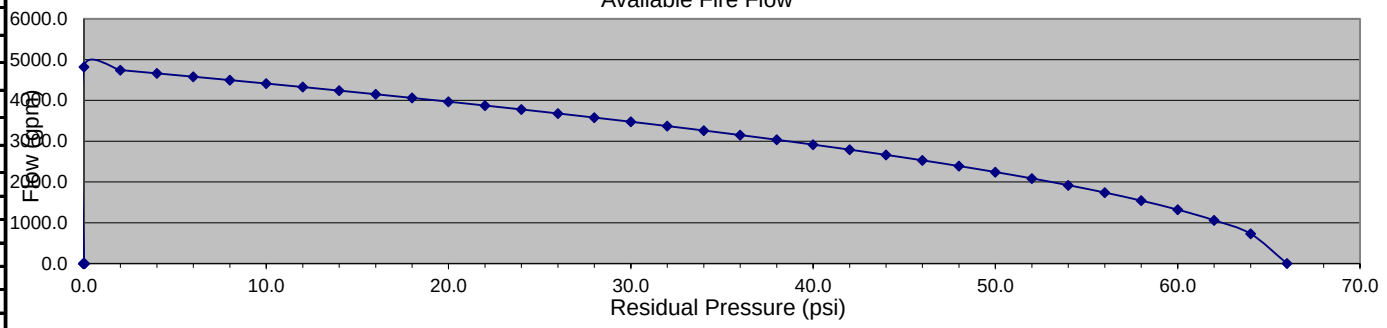
Dewberry®

FIRE HYDRANT FIRE FLOW TEST

Date 05/14/26 Time 2:20pm Weather Overcast

Flusher / Tester Dave/Travis Temperature 59 °F / °C

Flow Hydrant	2041		Gage (test) Hydrant	2040	
Diameter	2.5	inches	Static	66	psi
Coefficient	0.9		Residual	62	psi
Pitot	40	psi			
	Flow at Residual Pressure	**1061** gpm	Flow available at 20psi residual	**3968**	gpm
Mins/flowed	1	Water Used **142**	cubic feet		



Pitot Chart						Flow Available at Residual Pressure			
psi	gpm	psi	gpm	psi	gpm	psi	gpm	psi	gpm
1	168	28	888	55	1244	66	0	10	4413
2	237	29	904	56	1256	64	730	8	4497
3	291	30	919	57	1267	62	1061	6	4580
4	336	31	934	58	1278	60	1321	4	4662
5	375	32	949	59	1289	58	1543	2	4743
6	411	33	964	60	1300	56	1741	0	4822
7	444	34	978	61	1311	54	1921	-	-
8	475	35	993	62	1321	52	2087	-	-
9	503	36	1007	63	1332	50	2243	-	-
10	531	37	1021	64	1342	48	2391	-	-
11	557	38	1034	65	1353	46	2531	-	-
12	581	39	1048	66	1363	44	2664	-	-
13	605	40	1061	67	1373	42	2793	-	-
14	628	41	1074	68	1384	40	2916	-	-
15	650	42	1087	69	1394	38	3035	-	-
16	671	43	1100	70	1404	36	3150	-	-
17	692	44	1113	71	1414	34	3262	-	-
18	712	45	1126	72	1424	32	3370	-	-
19	731	46	1138	73	1434	30	3476	-	-
20	750	47	1150	74	1443	28	3579	-	-
21	769	48	1163	75	1453	26	3680	-	-
22	787	49	1175	76	1463	24	3778	-	-
23	805	50	1186	77	1472	22	3874	-	-
24	822	51	1198	78	1482	20	3968	-	-
25	839	52	1210	79	1491	18	4060	-	-
26	856	53	1222	80	1501	16	4151	-	-
27	872	54	1233	81	1510	14	4240	-	-
28	888	55	1244	82	1519	12	4327	-	-

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Consideration of Policy Protecting Homeowners from Mandatory Connection to Newly Extended Water and Wastewater Infrastructure

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Regular Meeting **661 South George Street**
Charles Town, WV 25414

Sewer Alternate Mainline Extension Agreement for Ghazwa Forest - Draft

Attachments:

Draft Ghazwa Forest Sewer AMEA.pdf
Ghazwa Forest AMEA Review.pdf

ALTERNATE MAINLINE SEWAGE COLLECTION SYSTEM AGREEMENT

THIS AGREEMENT (the "Agreement") is made and effective this _____day of _____ 2026, by and between the **CITY OF CHARLES TOWN, by and through the CHARLES TOWN UTILITY BOARD**, (hereafter, "CTUB") and **GHAZWA FOREST, LLC** (hereafter " the DEVELOPER").

WHEREAS, CTUB has been authorized by City Ordinance Chapter 13, Article II to develop sewage collection and treatment facilities throughout its service area, together with vicinity residents and businesses, with public sewer service; and

WHEREAS, CTUB wishes to make public sewage collection and treatment facilities available to the greatest number of residential, commercial and industrial customers located within the service area as expeditiously as possible; and,

WHEREAS, the DEVELOPER is planning to develop certain lands known as Ghazwa Forest (the "Development") located within CTUB's service territory within Jefferson County for residential development; and,

WHEREAS, the Development will be located to the west of Flowing Springs Road just north of the intersection of Old Country Club Road; and

WHEREAS, the DEVELOPER intends to construct 80 single family units; and

WHEREAS, the DEVELOPER intends to construct On-site and Off-site sewage collection systems on, in the area near to, or adjacent to the Development as approved by CTUB on the Development's Preliminary Plat including approximately 5,250 LF of 8" sewer line, 280 LF of 4" sanitary lateral, and 1,160 LF of 6" sanitary lateral to the point of connection to the existing CTUB sewer system, along with the associated service laterals and manholes (the "Sewage Collection Systems") to service the Residential Lots, which will connect to the sewage collection and pumping system of CTUB; and

WHEREAS, it is in the best interest of the future users of the Development to have public sewer collection facilities available; and

WHEREAS, The Developer has read Rule 7.4 of the Public Service Commission of West Virginia's ("Commission") Rules for the Government of Sewer Utilities that became effective on March 25, 2023, in its entirety, understands the Rule and chooses to enter into this alternate main line extension agreement and to waive its right to refunds provided thereunder.

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NOW, THEREFORE, for and in consideration of the covenants and agreements set forth herein, and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, CTUB and the DEVELOPER agree:

ARTICLE I
DESIGN AND REGULATORY APPROVAL

Section 1.01. The DEVELOPER hereby agrees to employ qualified professional engineers to design the On-site sewage collection system (collectively referred to herein as "Sewage Collection System") for the DEVELOPER'S project, as described in general herein. All designs will be developed at DEVELOPER'S expense and comply with CTUB'S Sewer System Specifications. All designs shall be reviewed and approved by CTUB's engineer prior to submission to the West Virginia Bureau for Public Health and the West Virginia Division of Environmental Protection for permits to construct and prior to the commencement of construction. Neither CTUB or its engineers or agents shall bear any financial or any other responsibility for the design and construction of the Sewage Collection System.

Section 1.02. The DEVELOPER shall, at its own expense, submit the plans and specifications to the appropriate State, Federal, and local agencies for their approval. Any changes in the plans and specifications required by the governmental agencies shall be subject to the approval of CTUB. If requested, plans and specifications shall be submitted to the Commission for review.

ARTICLE II
CONSTRUCTION AND INSPECTION

Section 2.01. The DEVELOPER will construct the entire Sewer Collection System under this Agreement, including but not limited to, all main lines, service lines, pumping facilities, or other necessary appurtenances, for all residential, commercial, or other customers, either proposed or existing, On-site and Off-site as approved by CTUB on the Development's Preliminary Plat at the DEVELOPER'S expense. All construction shall be done in accordance with the approved plans and specifications for the Development and CTUB' s current specifications. The DEVELOPER shall obtain, at its own expense, with the cooperation and support of CTUB, all necessary permits, authorizations and approvals of State, Federal, and local agencies during the construction phase and shall make such changes as are required

by said agencies during this phase and such changes shall not be subject to further approval by CTUB. Section 2.02. The DEVELOPER shall, with the cooperation and support of CTUB, obtain all necessary rights-of-way, real property, and easements and take all other such actions, including but not limited to, legal action, as are necessary to complete the Sewer Collection System, at the DEVELOPER'S own expense. CTUB shall, at the request of the DEVELOPER, take such actions as are permitted by law to aid in obtaining the necessary rights of way, real property or easements on land not owned by the DEVELOPER, including, but not limited to, legal actions. The cost of said actions requested by the DEVELOPER, including amounts paid to property owners for the required real estate and easements as well as all litigation costs and taken by CTUB shall be borne by the DEVELOPER.

Section 2.03. Prior to the substantial completion of the construction of the Sewage Collection System or phase thereof, CTUB shall have the right to inspect and approve the system or phase thereof to ensure that: (1) sewage will be satisfactorily transported from the Development in accordance with the terms of this Agreement and all applicable statutes, rules, and regulations legally applicable to CTUB; (2) infiltration will be minimized; (3) illegal and improper sources of inflow are eliminated; and (4) the system was constructed using sound engineering and construction standards, and using materials in compliance with CTUB's standards and specifications. The DEVELOPER is responsible for all costs associated with inspection and testing requirements set forth in the CTUB Sewer System Design and Construction Standards Manual.

Section 2.04. CTUB shall have the right to have a third-party inspect all work of the DEVELOPER, and its contractors, during all phases of construction to insure adequate installation of the system. The DEVELOPER shall reimburse CTUB for the third-party construction inspection services. All fees shall be paid by the DEVELOPER to CTUB within fifteen (15) days of the date of the inspection services invoice. The inspectors time allocation needs to be coordinated with the contractor’s schedule to minimize unnecessary time spent on the site while no sewer utility work is ongoing.

Section 2.05. At the conclusion of construction, The DEVELOPER shall provide to CTUB a complete set of reproducible copies of the record drawings of the completed construction for the mainline extension, signed and sealed by the engineer who prepared the plans. Also, the DEVELOPER shall provide CTUB with executed easements for all sewer mains. SEWER SERVICE FROM THE MAINLINE EXTENSION COVERED BY THIS AGREEMENT WILL NOT BE GRANTED UNTIL THE "RECORD DRAWINGS" AND THE EXECUTED EASEMENTS ARE RECEIVED BY CTUB.

Section 2.06. At all times during the construction of said sewer system, the DEVELOPER

shall maintain sole ownership of said sewer system.

Section 2.07. The DEVELOPER shall complete the mainline extension covered by this Agreement within five (5) years from the date of this Agreement. Failure to do so may make this Agreement null and void as to any uncompleted portions of the mainline extension. CTUB reserves the right to require the DEVELOPER to enter into a new agreement, have a design review and secure new permitting for the completion of the Project if sufficient proof can be demonstrated that rules, regulations or surrounding conditions have changed during the five (5) year time frame. Any new agreement will require the approval of the Commission.

ARTICLE III
TRANSFER OF OWNERSHIP

Section 3.01. Upon completion of the construction of the Sewage Collection System, or phase thereof, or parts of phases thereof at the discretion of CTUB, the DEVELOPER shall, with the cooperation and support of CTUB, obtain such State, Federal, and local certifications, authorizations, or approvals as required, at the DEVELOPER'S expense. After said certifications, authorizations or approvals are obtained, and the Sewage Collection System or phase thereof is completed in all respects, the DEVELOPER shall provide CTUB written notice of said completion. As used in this and subsequent Sections, "completed in all respects" includes, but is not limited to: (i) the system or phase thereof being physically complete; (ii) all testing performed by the certifying engineer; (iii) all electrical and mechanical systems inspected and certified by approved factory authorized representatives of the manufacturers; (iv) all systems or phases thereof having passed component validation, start-up and demonstration periods and training performed; (v) all engineers, material men, contractors and subcontractors of the DEVELOPER being paid for their work on said system or phase thereof; (vi) all rights-of-way, real property and easements required for the operation of the Sewage Collection System or phase thereof are acquired; (vii) all legal disputes regarding the Sewerage Collection System being materially resolved; and (viii) no outstanding liens on the Sewage Collection System or phase thereof existing.

Section 3.02. Upon receipt of the written notice described in Section 3.01, CTUB shall have thirty (30) days to inspect said Sewage Collection System or phase thereof and run such tests, at CTUB's sole expense, as CTUB feels are appropriate and necessary to determine that the Sewage Collection System or phase thereof has been properly designed and constructed using sound engineering and construction standards. Within the thirty (30) day period, CTUB shall provide the

DEVELOPER, in writing, a list of repairs which CTUB reasonably believes are required to cause the Sewage Collection System or phase thereof to comply with the plans and specifications previously approved by CTUB, as may have been modified by the changes required by any applicable State or Federal agency or other City department, and a list of other actions, which the DEVELOPER must take so that the system or phase thereof is completed in all respects in accordance with the approved plans. The DEVELOPER, at its own expense, shall make said reasonable repairs and once said repairs have been made, the DEVELOPER will provide CTUB with an additional written notice as set forth in Section 3.01 and CTUB shall have the same rights as it had upon receipt of the initial notice. The DEVELOPER shall not connect any businesses or structures to the sewer system or phase thereof until it has been fully tested by the engineer and CTUB and all repairs required by CTUB have been made. Notwithstanding the foregoing, if CTUB does not inspect the Sewage Collection System or phase thereof within thirty (30) days after receipt of the written notice described in Section 3.01., CTUB's right to such inspection shall terminate.

Section 3.03. If, after receipt of the notice set forth in Section 3.01, CTUB determines that the Sewage Collection System or phase thereof is completed in all respects, the DEVELOPER shall deliver, and CTUB shall accept, ownership of the Sewage Collection System. The ownership will include any additional required off-site Sewage Collection System necessary to connect to the sewage collection and pumping system built as part of the Development, including rights-of-way, and all real property and easements. The transfer of ownership shall occur no later than fifteen (15) days after the expiration of CTUB' s right of inspection and testing, set forth in Section 3.02. At the time of the transfer of ownership of the Sewage Collection System or phase thereof to CTUB, to the extent that any of the DEVELOPER'S funds are bonded or subject to a letter of credit tied to the Sewage Collection System or phase thereof, DEVELOPER shall retain ownership in such funds and such funds shall be automatically returned to the DEVELOPER upon the termination of any such bond or letter of credit.

Section 3.04. Ownership of the Sewage Collection System or phase thereof and any required additional off-site collection and pumping systems shall be transferred by the DEVELPER to CTUB prior to connection to the sewage facilities built by the DEVELOPER as part of the Development.

Section 3.05. Prior to the transfer of ownership of the Sewage Collection System or phase thereof to CTUB, when the DEVELOPER applies for a building permit to construct a residential, commercial or industrial building in the Development, the DEVELOPER shall pay to CTUB (i) a non-refundable tap and inspection fee pursuant to approved CTUB tariff and (ii) a non-refundable capacity improvement fee pursuant to the approved CTUB tariff. Payments shall be made on the

same date the DEVELOPER applies for a building permit to construct the residential, commercial or industrial building in the Development, which will result in said additional Customer. Notwithstanding the foregoing, CTUB shall only be entitled to retain a DEVELOPER tap or connection fee if CTUB, using its own resources, actually installs or inspects the tap and/or connection line and physically connects or inspects the connection to the customer's service. Once CTUB collects a tap or connection fee in accordance with the terms of this Agreement, CTUB shall not be permitted to collect from the customer any additional tap or service connection fee. CTUB shall only be permitted to collect one tap or connection fee per service connection in accordance with its Tariff on file with the Commission. CTUB's right to either retain the DEVELOPER's tap or connection fee deposit or to assess a tap or connection fee from a customer is contingent upon CTUB installing the tap and/or connection line, which physically connects a customer's service to the DEVELOPER's collection system.

ARTICLE IV
DEVELOPER REIMBURSEMENT

Section 4.01. CTUB will not reimburse the Developer for the installation, cost or any other costs associated with the installation and construction of the Sewage Collection System. Developer expressly waives any right to reimbursement under the Commission's Sewer Rules, 150 CSR 5, Rule 7.4, a copy of which is attached hereto as Exhibit A, and made a part hereof, and understand that CTUB's extension of service outlined in the Agreement herein shall be construed as an exemption to Rule 7.4. The Developer will collect reimbursement through appropriate pricing of real estate within its Development.

Section 4.02. Not later than fifteen (15) business days following the time of the transfer of ownership of the Sewage Collection System or phase thereof as provided in Article III, Developer shall provide CTUB with an itemized accounting of the costs of the Sewage Collection System or phase thereof. The costs shall include, but not limited to, labor, materials, engineering fees and costs of permits. CTUB shall have a right to review copies of the records of Developer relating to the development of the Sewage Collection System and Developer shall, at the request of CTUB, provide CTUB with copies of all invoices relating to the development of the Sewage Collection System or phase thereof. CTUB shall verify the total cost of the Sewage Collection System or phase thereof and shall give notice in writing to Developer of CTUB's calculation of the total cost of the Sewage Collection System or phase thereof (the "Project Cost").

ARTICLE V
CONDITIONS PRECEDENT

Section 5.01. This Agreement and the respective obligations of the parties are expressly conditioned upon the decision by the DEVELOPER, such decision to be made in the sole and absolute discretion of the DEVELOPER, to commence construction of the Development and upon the written approval of this Agreement by the Commission.

Section 5.02. The DEVELOPER waives the right to receive an estimate of the cost of the extension.

Section 5.03. As a condition to obtaining a main extension, the DEVELOPER shall grant CTUB the necessary easements which will allow CTUB to make future extensions into unserved areas. Such future extensions shall not adversely affect the intended use of the Developer's Property nor shall Developer incur any additional cost for granting of said easement or construction within the easement(s). The granting of the necessary easements by the Developer to CTUB shall be made without CTUB being required to pay additional consideration for the additional easements to the DEVELOPER, but shall be in such locations as shown on the approved Preliminary Plat for the Development. CTUB has the right to further extend mains from and beyond the terminus of the mains constructed pursuant to this Agreement. In such an event, the DEVELOPER shall not be entitled to any refund for the connection of customers to such extension.

ARTICLE VI
SUBSEQUENT CONNECTIONS

Section 6.01. The DEVELOPER agrees that after the transfer of the ownership of the Sewage Collection System, or any portion thereof, to CTUB, the DEVELOPER shall be assessed, to the extent DEVELOPER owns the property for which a connection is requested, for each new connection upon the issuance of a sewer availability letter (i) a non-refundable tap and inspection fee pursuant to approved CTUB tariff and (ii) a non-refundable capacity improvement fee pursuant to the approved CTUB tariff. Payments shall be made in accordance with the CTUB specifications and Tariff requirements. Notwithstanding the foregoing, CTUB shall only be entitled to retain a DEVELOPER tap or connection fee if CTUB, using its own resources, actually installs or inspects the tap and/or connection line and physically connects or inspects the connection to the customer's service. Once

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CTUB collects a tap or connection fee in accordance with the terms of this Agreement, CTUB shall not be permitted to collect from the customer any additional tap or service connection fee. CTUB shall only be permitted to collect one tap or connection fee per service connection in accordance with its Tariff on file with the PSC. CTUB's right to either retain DEVELOPER's tap or connection fee deposit or to assess a tap or connection fee from a customer is contingent upon CTUB installing the tap and/or connection line, which physically connects a customer's service to the DEVELOPER's collection system.

Section 6.02. The DEVELOPER hereby agrees that in the event that the DEVELOPER transfers, prior to completion, any portion of DEVELOPER'S land in the Development to any individual, corporation or other entity who will continue to engage in development of said land as contemplated by this Agreement, resulting in additional customers for CTUB, the DEVELOPER shall require, as a term of said transfer, that said individual, corporation or other entity assume the obligations of this Agreement.

ARTICLE VII
REPRESENTATIONS AND WARRANTIES

Section 7.01. The parties represent and warrant that the execution, delivery and performance of this agreement by them has been duly authorized and this agreement constitutes a valid and binding obligation of the parties in force full and accordance with its terms.

Section 7.02. The DEVELOPER represents and warrants that the Sewage Collection System or phase thereof will be designed and constructed in a proper workmanlike manner using sound principles of engineering and construction. The DEVELOPER hereby warrants DEVELOPER'S work on the Sewage Collection System's or phase thereof electrical and mechanical components, pump stations and treatment facilities for one (1) year from the date of the transfer of ownership of the Sewage Collection System or phase thereof to CTUB and, during such period, will make such repairs at the DEVELOPER'S expense, as are needed to maintain the Sewage Collection System or phase thereof in a proper operating condition in accordance with the approved plans therefore. CTUB will be responsible for reasonable maintenance of the system according to sound operating procedures and manufacturer's recommendations. The DEVELOPER will not be responsible for repairs due to CTUB failing to reasonably maintain the system.

Section 7.03. Upon notice from CTUB that all construction and testing requirements have been met, DEVELOPER shall post a one (1) year warranty bond in an amount sufficient to replace

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the system or phase thereof constructed by the DEVELOPER. The amount of the bond shall be 100-percent of the cost of the improvements to be bonded at that time, and shall be for a period of 365 days that will begin on the date ownership of the On-site and Off-site Sewage Collection System or phase thereof is transferred to CTUB. At the conclusion of such one (1) year period, any warranty bond with respect to the Sewage Collection System or phase thereof shall automatically terminate and all bonded funds shall automatically be returned to the DEVELOPER.

ARTICLE VIII
MISCELLANEOUS PROVISIONS

Section 8.01. This Agreement shall in no manner alter or affect presently existing rates, fees, charges, minimums or tariffs of CTUB and the same rates, fees, charges, minimums and tariffs shall apply uniformly to all customers of CTUB. This Agreement shall at all times be subordinate to any present or future trust indentures or other similar liens on the assets of CTUB, and the parties hereto recognize the priority of any such obligations and upon occurrence of default or assumption of operation and control by the trustee or holders of the bonds of CTUB this Agreement shall be subordinate to such obligations.

Section 8.02. Nothing in this Agreement shall be construed to make CTUB or its engineer and agents liable or responsible for any obligations of the DEVELOPER.

Section 8.03. The DEVELOPER hereby agrees to save and indemnify and keep harmless CTUB, its engineer and agents against all liability claims and judgments or demands for damages arising from accidents to third persons occurring prior to the date of the transfer of the ownership of the Sewage Collection System or phase thereof to CTUB, or to property owned by third persons occasioned by the DEVELOPER, its agents, employees, contractors and subcontractors, and against all claims for damages arising from accidents to the DEVELOPER, its agents, employees, contractors and sub-contractors, occasioned by third persons occurring prior to the date of the transfer of the Sewage Collection System to CTUB, except for those legally attributable to CTUB, its engineer or agents, other than the DEVELOPER, or employees of CTUB. The DEVELOPER will defend any and all suits that may be brought against CTUB on account of any such accidents (except those legally attributable to CTUB, its engineer or agents, other than Developer, or employees of CTUB) and will make good to, and reimburse, CTUB for any reasonable, out-of- pocket expenditures (including, but not limited to reasonable legal fees and expenses) that CTUB may make by reason of such accidents.

Section 8.04. The DEVELOPER hereby agrees to save and indemnify and keep harmless

CTUB, its engineer and agents from all claims, demands, causes of action, or suits of whatever nature arising out of the labor and materials used by the DEVELOPER and their contractors or sub-contractors, and from all laborers', materialmen's and mechanics' liens upon the Sewage Collection System or upon the property upon which the Sewage Collection System is located arising out of the labor and materials used by the DEVELOPER and its contractors or sub-contractors, and the DEVELOPER shall keep the Sewage Collection System or phase thereof and said property free and clear of all liens, claims and encumbrances until the time of the transfer of ownership of the Sewage Collection System or phase thereof to CTUB.

Section 8.05. Upon transfer of the ownership of the Sewage Collection System or phase thereof to CTUB, nothing in this Agreement shall be construed to provide the DEVELOPER with any ownership or other interest in the Sewage Collection System or phase thereof which will become the exclusive property of CTUB, or with a right to be reimbursed by CTUB for any and all construction cost, except as provided in this Agreement.

Section 8.06. The DEVELOPER hereby agrees to not pursue any lawsuit, cause of action, or claim of any kind against CTUB regarding insufficient sewage treatment capacity.

Section 8.07. This Agreement constitutes the entire Agreement between CTUB and the DEVELOPER with respect to the matters addressed and may be amended only in a subsequent writing executed by both parties. Any amendment to this Agreement should be submitted to the Commission for review and/or approval.

Section 8.08. This Agreement may not be assigned by CTUB without the prior written consent of the other party. The DEVELOPER may assign this Agreement without the consent of CTUB if the DEVELOPER sells all or any portion of the Development.

Section 8.09. The article and section headings in this Agreement are merely for the convenient reference of the parties and shall not affect the meaning or interpretation of this Agreement.

(Signature Page Follows)

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CITY OF CHARLES TOWN, by and through the CHARLES TOWN UTILITY BOARD

By:_____

Its: _____

ATTEST:

_____

Its: _____

GHAZWA FOREST, LLC, a Virginia limited liability company

By: Golden Eagle Group, Inc. – Its Manager

By:_____

Irfan K Totonji - CEO

ATTEST:

_____

Its: _____

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EXHIBIT A

PUBLIC SERVICE COMMISSION RULE 7.4

Public Service Commission of West Virginia Rules and Regulations for the Government of Sewer Utilities. 150CSR5, Rule 7.4, Extension of Mains

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EXHIBIT B

DEVELOPER'S PROJECT

The Sewage Collection System to be constructed by Developer is described in the attached pages.

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From: Paul Mantello
To: Ashley Stottlemyer
Cc: April Shultz; Travis Markley; Christopher M. Eckenrode
Subject: FW: Ghazwa Alternate Mainline Sewer Extension Agreement Review
Date: Friday, July 10, 2026 3:36:29 PM
Attachments: image001.png

Ashley, FYI for Ghazwa Forest AMEA and next agenda. Thanks!

From: Christopher M. Eckenrode <ceckenrode@gdfengineers.com>
Sent: Thursday, July 9, 2026 1:24 PM
To: Travis Markley <tmarkley@ctubwv.com>; Paul Mantello <pmantello@ctubwv.com>
Cc: April Shultz <ashultz@ctubwv.com>
Subject: RE: Ghazwa Alternate Mainline Sewer Extension Agreement Review

Travis,

Thank you very much. You already did all the work. You are the Man!!

I completely concur with Travis's assessment and calculations. To summarize, 80 EDUs equate to an additional 22,400 GPD which ultimately enters the Breckenridge PS and then Flowing Springs. The Breckenridge PS has a rated capacity of 1.296 MGD with one (1) pump in operation. The current Breckenridge average daily flows are around 0.10 MGD and will go to about 0.12 MGD with the additional Ghazwa Forrest flows. Even with a 2.5 peaking factor, the flow is only 0.3 MGD, which means that the Breckenridge PS will be operating at less than 25% of its current rated capacity. This small additional flow entering Flowing Springs is not a concern. The existing 8" gravity line is more than sufficient to handle/convey the additional flow.

Thanks,
Chris

Christopher M. Eckenrode, P.E. | Engineering Manager
GWIN, DOBSON & FOREMAN, INC. | gdfengineers.com
(814) 943-5214 | 3121 Fairway Drive Altoona, PA 16602

From: Travis Markley <tmarkley@ctubwv.com>
Sent: Thursday, July 9, 2026 12:31 PM
To: Christopher M. Eckenrode <ceckenrode@gdfengineers.com>; Paul Mantello <pmantello@ctubwv.com>
Cc: April Shultz <ashultz@ctubwv.com>
Subject: RE: Ghazwa Alternate Mainline Sewer Extension Agreement Review

Hi Chris,

Here is the dropbox link where you can download the site plan for Ghazwa Forrest. There are **80 Single Family homes** in this development and the flows will be going to the **Breckenridge Pumpstation**. It currently has 30HP pumps for 900 GPM @ 98' TDH. Their point of connection to our public main, is across Flowing Springs Road in the entrance for the Stonecrest development. I have also attached 6 months of pumpstation data for Breckenridge, a copy of the Breckenridge PS plans, and my Capacity analysis spreadsheet for reference.

Just let me know if you need anything else. From what I am seeing, the Breckenridge PS has capacity for this development, and plenty more.

https://www.dropbox.com/scl/fi/c201bmz1tp13ahwdpetgi/2026-05-06-Ghazwa-Forest-Preliminary-Plat.pdf?rlkey=usdpp85zl7lhmyustdgk1hnbx&st=p9axcgrz&dl=0

Kindest Regards,

Travis Markley
Charles Town Utility Board
Engineering Technician
304-725-2316 office

Confidentiality Notice: The information contained in this e-mail and any attached documents may be confidential or legally privileged. It is intended exclusively for the individual or entity to which it is addressed. This communication may contain information that is proprietary, privileged or confidential or otherwise legally exempt from disclosure. If you are not the named addressee, you are not authorized to read, print, retain, copy or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately by e-mail and delete all copies of the message. Please note that the sender accepts no responsibility for viruses and it is your responsibility to scan this e-mail and attachments (if any). No contracts may be concluded on behalf of the sender by means of electronic communications unless expressly stated to the contrary.

From: Christopher M. Eckenrode <ceckenrode@gdfengineers.com>
Sent: Wednesday, July 8, 2026 5:20 PM
To: Paul Mantello <pmantello@ctubwv.com>; Travis Markley <tmarkley@ctubwv.com>

Cc: April Shultz <ashultz@ctubwv.com>
Subject: Ghazwa Alternate Mainline Sewer Extension Agreement Review

Hi Paul and Travis,

The Board wants me to look into available capacity for the proposed Ghazwa sewer extension project. Please forward me all relevant information to review such as drawings, proposed connections, expansions/phases, etc.

Thanks,
Chris

Christopher M. Eckenrode, P.E. | Engineering Manager
GWIN, DOBSON & FOREMAN, INC. | gdfengineers.com
(814) 943-5214 | 3121 Fairway Drive Altoona, PA 16602

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Discussion by Cooley Public Strategies on Draft Analysis and Dashboards - Possible Executive Session under the provision of W. VA Code 6-9a-4(b)(9) To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision: Provided, That information relied on during the course of deliberations on matters involving commercial competition are exempt from disclosure under the open meetings requirements of this article only until the commercial competition has been finalized and completed: Provided, however, That information not subject to release pursuant to the West Virginia freedom of information act does not become subject to disclosure as a result of executive session; (12) To discuss any matter which, by express provision of federal law or state statute or rule of court is rendered confidential, or which is not considered a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

FY 2027 Capital Improvement Plan Update

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting **661 South George Street**
Charles Town, WV 25414

Water and Sewer Alternate Mainline Extension Agreement for Augustine Manor - Draft

Attachments:

Draft Augustine Manor Water AMEA.pdf
Draft Augustine Manor Sewer AMEA.pdf

ALTERNATE MAINLINE WATER SYSTEM AGREEMENT
FOR AUGUSTINE MANOR PHASE 1

THIS AGREEMENT (the "Agreement") is made and effective this ___ day of _____ 2026, by and between the **CITY OF CHARLES TOWN, by and through the CHARLES TOWN UTILITY BOARD,** (hereinafter, the "CTUB") and **ELM STREET COMMUNITIES** (hereafter " the DEVELOPER").

WHEREAS, CTUB has been authorized by the Public Service Commission of West Virginia ("Commission") to develop water supply, treatment, storage, transmission and distribution facilities throughout the general Charles Town area so as to provide the greatest number of Charles Town area residents with public water; and

WHEREAS, CTUB wishes to make public water distribution facilities available to the greatest number of residents of the Charles Town area as expeditiously as possible; and

WHEREAS, the DEVELOPER is planning to develop certain lands known as Augustine Manor Subdivision ("the Development") situated within CTUB's service territory; and

WHEREAS, the Development will be located along Augustine Avenue, approximately 0.28 miles North of the intersection with Old Cave Road; and

WHEREAS, the DEVELOPER intends to construct up to 88 Single Family and 60 Town Homes; and

WHEREAS, the planned Development of the DEVELOPER'S property is contingent upon DEVELOPER having proper water distribution and storage facilities; and

WHEREAS, it is in the best interest of the future users of the DEVELOPER'S property to have public water distribution and storage facilities available; and

WHEREAS, the DEVELOPER is willing to bear the expense of making public water distribution and storage and/or booster facilities available in the Development, as well as an adequate transmission line from the appropriate main; and

WHEREAS, the DEVELOPER intends to construct On-site and Off-site water distribution facilities, on, in the area near to, or adjacent to the Development as approved by CTUB on the Development's Preliminary Plat including approximately 7,548 LF of 8" water line, to the point of connection to the existing CTUB water system, along with the associated service laterals, valves and appurtenances to serve the Residential Lots, which will connect to the water distribution system of CTUB; and

WHEREAS, the DEVELOPER has read Rule 7.5 of the Public Service Commission's

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Rules for the Government of Water Utilities that became effective on March 10, 2025, in its entirety, understands the Rule and chooses to enter into this alternate main line extension agreement.

NOW, THEREFORE, for and in consideration of the covenants and agreements set forth herein, and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, CTUB and the DEVELOPER agree:

ARTICLE I

DESIGN

Section 1.01. The DEVELOPER hereby agrees to employ qualified professional engineers to design the On-site and Off-site water distribution system (collectively referred to herein as "Water Distribution System") for the DEVELOPER'S project, as described in general herein. All designs will be developed at the DEVELOPER'S expense and comply with CTUB's Water System Specifications. All designs shall be reviewed and approved by CTUB's engineer prior to submission to the West Virginia Bureau for Public Health for permits to construct and prior to the commencement of construction. Neither CTUB nor its engineers or agents shall bear any financial or any other responsibility for the design and construction of the Water Distribution System (the design and construction of the Water Distribution System shall be collectively referred to as the "Project"). The DEVELOPER further agrees to reimburse CTUB for Project costs to plan, design and inspect the construction of any transmission mains required to convey water from the system to the Development.

Section 1.02. The DEVELOPER shall, at his own expense, submit the plans and specifications to the appropriate State, Federal, and local agencies for their approval. CTUB shall bear no financial or other responsibility for the design of the Water Distribution System. The DEVELOPER shall make such changes as are required by said agencies, at the DEVELOPER'S expense. If requested, plans and specifications shall be submitted to the Commission for review.

Section 1.03. CTUB shall have the right to inspect and approve prior to the start of construction under this Agreement the design and specifications of the Water Distribution System, to ensure that the DEVELOPER'S system satisfactorily stores and distributes the water within the Development area in accordance with current and future applicable regulations and the terms of this Agreement, minimizes leakage, and is designed using sound engineering standards. CTUB may require such revisions of said plans and specifications as CTUB feels is necessary before giving said prior approval. The DEVELOPER must receive said prior approval of CTUB in writing before the DEVELOPER may start construction.

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ARTICLE II

CONSTRUCTION AND INSPECTION

Section 2.01. The DEVELOPER will construct the entire Water Distribution System under this Agreement, including but not limited to, all main lines, trunk lines, pumping facilities, storage facilities, or other necessary appurtenances, for all residential, commercial, or other customers, either proposed or existing, On-site and Off-site as approved by CTUB on the Development's Preliminary Plat at the DEVELOPER's expense. All construction shall be done in accordance with the approved plans and specifications for the Development and CTUB's specifications. The DEVELOPER shall obtain, at his own expense, with the cooperation and support of CTUB, all necessary permits, authorizations and approvals of State, Federal, and local agencies during the construction phase and shall make such changes as are required by said agencies during the construction phase and shall make changes as are required by said agencies during this phase and such changes shall not be subject to further approval by CTUB.

Section 2.02. The DEVELOPER shall, with the cooperation and support of CTUB, obtain all necessary rights-of-way, real property, and easements and take all other such actions, including but not limited to, legal action, as are necessary to complete the Water Distribution System, at the DEVELOPER'S own expense. CTUB shall, at the request of the DEVELOPER, take such actions as are permitted by law to aid in obtaining the necessary rights of way, real property or easements on land not owned by the DEVELOPER, including, but not limited to, legal actions. The cost of said actions requested by the DEVELOPER, including amounts paid to property owners for the required real estate and easements as well as all litigation costs and taken by CTUB shall be borne by the DEVELOPER.

Section 2.03. CTUB shall bear no financial or other responsibility for the construction of the Water Distribution System. However, prior to the substantial completion of the construction of the Water Distribution System or phase thereof CTUB shall have the right to inspect and approve prior to the implementation of service under this Agreement, the construction of the Water Distribution System to ensure that: 1) water will be satisfactorily stored and distributed within the Development in accordance with current and future applicable regulations and the terms of this Agreement, and 2) that leakage will be minimized, and 3) that the system was constructed using sound engineering and construction standards, and using materials in compliance with the CTUB'S standards and specifications.

Section 2.04. The DEVELOPER will be required at his expense to conduct pressure

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tests and water quality and safety tests in accordance with the laws of the State of West Virginia and the regulations of the West Virginia Bureau of Public Health. In conjunction with the testing and prior to placing it in service, the system will be cleaned, flushed and disinfected with the applicable standards and methods of the American Water Works Association and the West Virginia Bureau of Public Health

Section 2.05. CTUB shall have the right to have a third-party inspect all work of the DEVELOPER, and its contractors, during all phases of construction to insure adequate installation of the system. The DEVELOPER shall insure that each customer connected to the Water Distribution System at the time of transfer of ownership shall have a water meter installed. Said water meters, and their installation, must be approved by CTUB. The Developer shall reimburse CTUB for the third-party construction inspection services. All fees shall be paid by the DEVELOPER to CTUB within fifteen (15) days of the date of the inspection services invoice. The inspectors time allocation needs to be coordinated with the contractors schedule to minimize unnecessary time spent on the site while no water utility work is ongoing.

Section 2.06. At the conclusion of construction, The DEVELOPER shall provide to CTUB a complete set of reproducible copies of the record drawings of the completed construction for the mainline extension, signed and sealed by the engineer who prepared the plans. Also, the DEVELOPER shall provide CTUB with executed easements for all water distribution systems. W A T E R SERVICE FROM THE MAINLINE EXTENSION COVERED BY THIS AGREEMENT WILL NOT BE GRANTED UNTIL THE "RECORD DRAWINGS" AND THE EXECUTED EASEMENTS ARE RECEIVED BY CTUB.

Section 2.07 At all times during the construction of said Water Distribution System, or Phase thereof if the project is phased, the DEVELOPER shall maintain sole ownership of said Water Distribution System.

Section 2.08 The DEVELOPER shall complete the Project covered by this Agreement within five (5) years from the date of this Agreement. Failure to do so may make this Agreement null and void as to any uncompleted portions of the mainline extension. CTUB reserves the right to require the DEVELOPER to enter into a new agreement, have a design review and secure new permitting for the completion of the Project if sufficient proof can be demonstrated that rules, regulations or surrounding conditions have changed during the five (5) year time frame. Any new agreement will require the approval of the Public Service Commission.

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ARTICLE III

TRANSFER OF OWNERSHIP

Section 3.01. Upon completion of the construction of the Water Distribution System, or phase thereof, or parts of phases thereof at the discretion of CTUB, the DEVELOPER shall, with the cooperation and support of CTUB, obtain such State, Federal, and local certifications, authorizations, or approvals as required, at the DEVELOPER'S expense. After said certifications, authorizations or approvals are obtained, and the Water Distribution System is completed in all respects, the DEVELOPER shall provide CTUB written notice of said completion. As used in this and subsequent Sections, "completed in all respects" includes, but is not limited to: (i) the system or phase thereof being physically complete (ii) all testing performed by the certifying engineer; (iii) all electrical and mechanical systems inspected and certified by approved factory authorized representatives of the manufacturers; (iv) all systems or phases thereof having passed component validation, start-up and demonstration periods and training performed; (v) all engineers, material men, contractors and subcontractors of the DEVELOPER being paid for their work on said system or phase thereof; (vi) all rights-of-way, real property and easements required for the operation of the Water Distribution System or phase thereof are acquired; (vii) all legal disputes regarding the Water Distribution System being materially resolved; and (viii) no outstanding liens on the Water Distribution System or phase thereof existing.

Section 3.02. Upon receipt of the written notice described in Section 3.01, the CTUB shall have ninety (90) days to inspect said water distribution system or phase thereof and any additional tests, at CTUB'S expense, as CTUB feels are appropriate and necessary to determine that the Water Distribution system or phase thereof is functioning in accordance with the design plans and has been constructed in accordance with industry standards. Not later than ninety (90) days, the CTUB shall provide to the DEVELOPER, in writing, a list of changes, repairs, or additions which CTUB reasonably believes are required to cause the Water Distribution System or phase thereof to comply with the plans and specifications previously approved by CTUB, as may have been modified by the changes required by any application State or Federal agency, and a list of other actions, which the DEVELOPER must take so that the system or phase thereof is completed in all respects in accordance with the approved plans. The DEVELOPER, at his own expense, shall make said reasonable repairs and once said repairs have been made, the DEVELOPER will provide CTUB with an additional written notice as set forth in Section 3.01 and CTUB shall have the same rights as it had upon receipt

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of the initial notice. The DEVELOPER shall not connect any businesses or structures to the Water Distribution System or phase thereof until it has been fully tested by the engineer and CTUB and all repairs required by CTUB have been made. Notwithstanding the foregoing, if CTUB does not inspect the Water Distribution System or phase thereof within thirty (30) days after receipt of the written notice described in Section 3.01., CTUB's right to such inspection shall terminate.

Section 3.03. If, after receipt of the notice set forth in Section 3.01, CTUB determines that the DEVELOPER'S Water Distribution System is in good and proper working condition, that no other changes, repairs, or additions are necessary, and that the system is completed in all respects, the DEVELOPER shall deliver, and CTUB shall accept, ownership of the Water Distribution System, including rights-of-way, and all real property and easements necessary for the ownership, operation and maintenance of the system. The transfer of ownership shall occur fifteen (15) days after the expiration of CTUB'S right of inspection and testing, set forth in Section 3.02.

Section 3.04. Nothing in this Article shall be construed to prevent CTUB from accepting ownership of the system a section at a time, provided that CTUB shall accept a section of the system only if said section is complete in all respects and can be fully operational at the time of the transfer of that section. CTUB and the DEVELOPER shall have the same rights and obligations and shall follow the same procedures established in the Article for the transfer of ownership of the entire system.

Section 3.05. Prior to the transfer of ownership of the Water Distribution System or phase thereof to CTUB, when the DEVELOPER applies for a building permit to construct a residential, commercial or industrial building in the Development, the DEVELOPER shall pay to CTUB (i) a non-refundable tap fee (unless tap is performed by the DEVELOPER) pursuant to CTUB's approved tariff and (ii) a non-refundable Capacity Improvement Fee pursuant to the approved CTUB tariff. Payments shall be made on the same date the DEVELOPER applies for a building permit to construct the residential, commercial or industrial building in the Development, which will result in said additional Customer. Notwithstanding the foregoing, CTUB shall only be entitled to retain a DEVELOPER tap or connection fee if CTUB, using its own resources, actually installs or inspects the tap and/or connection line and physically connects or inspects the connection to the customer's service. Once CTUB collects a tap or connection fee in accordance with the terms of this Agreement, CTUB shall not be permitted to collect from the customer any additional tap or service connection fee. CTUB shall only be permitted to collect one tap or connection fee per service connection in accordance with its Tariff on file with the Commission. CTUB's right to either retain the DEVELOPER's tap or connection fee deposit or to assess a tap or connection fee from a customer is contingent upon CTUB installing the tap and/or connection line, which physically connects a

customer’s service to the Water Distribution system.

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ARTICLE IV

REPRESENTATIONS AND WARRANTIES

Section 4.01. CTUB represents and warrants that the execution, delivery, and performance of this Agreement by CTUB will have been duly authorized, and this Agreement by CTUB will have been duly authorized, and this Agreement constitutes a valid and binding obligation of the CTUB enforceable in accordance with its terms.

Section 4.02. The DEVELOPER represents and warrants that the Water Distribution System will be designed and constructed in accordance with CTUB'S specifications, and in a proper workmanlike manner using sound principles of engineering and construction. The DEVELOPER hereby warrants the DEVELOPER'S work on said system's lines, pumping facilities, storage facilities and other necessary appurtenances for one (1) year from the date of the transfer of ownership to CTUB and will make such changes, repairs and additions, at the DEVELOPER'S expense, as are needed to maintain the water distribution system in a proper operation condition. All underground pipe in the system will be accepted by CTUB "as is" at the time of the transfer of ownership of the system.

ARTICLE V

SUBSEQUENT CONNECTIONS

Section 5.01. The DEVELOPER agrees that after the transfer of the ownership of the Water Distribution System, or any portion thereof, to CTUB, the DEVELOPER shall pay to CTUB the required Capacity Improvement Fees for each customer who, as a result of said building permit, will be added to the system in the Development. Payment shall be made on the same date the DEVELOPER applies for a building permit to construct the residential, commercial, or industrial building in the Service Area which will result in said additional customer. The "CUSTOMER" shall be defined as each Residential User Equivalent, as determined by CTUB's Water Rate Ordinance.

Section 5.02. The DEVELOPER waives the right to receive an estimate of the cost of the extension.

Section 5.03. The DEVELOPER shall insure that each additional CUSTOMER connection connected to the CTUB'S water distribution system shall have a water meter installed prior to connection to the system. Said water meter, and its installation, must be approved by CTUB.

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Section 5.04. The DEVELOPER hereby agrees that in the event that the DEVELOPER transfers any portion of the DEVELOPER'S land in the Development to any individual, corporation, or other entity who will engage in further development of said land, resulting in additional customers for CTUB, the DEVELOPER shall require, as a term of said transfer, that said individual, corporation, or other entity assume the obligations of this Agreement.

Section 5.05. The DEVELOPER hereby agrees that he will pay the monthly water bill for any residential unit which is connected to the water system until the house is sold. It will then be the DEVELOPER'S responsibility to notify the CTUB upon change of ownership.

Section 5.06. The DEVELOPER shall grant CTUB any necessary easements which would allow CTUB to make future extensions into unserved areas. Such future extensions shall not adversely affect the intended use of the Developer's Property. The granting of the necessary easements by the Developer to CTUB shall be made without CTUB being required to pay additional consideration for the additional easements to the DEVELOPER, but shall be in reasonable locations. CTUB has the right to further extend mains from and beyond the terminus of the mains constructed pursuant to this Agreement. In such an event, the DEVELOPER shall not be entitled to any refund for the connection of customers to such extension.

ARTICLE VI
MISCELLANEOUS PROVISIONS

Section 6.01. Nothing in this Agreement shall be construed to make CTUB liable or responsible for any obligations of the DEVELOPER. The DEVELOPER hereby agrees to save and indemnify and keep CTUB harmless against all liability claims and judgments or demands for damages arising from accidents to persons or property occasioned by the DEVELOPER, his agents or employees, and against all claims or demands for damages arising from accidents to the DEVELOPER, his agents or employees, whether occasioned by said DEVELOPER or his employees or by CTUB or its employees or any other person or persons and the DEVELOPER will defend any and all suits that may be brought against CTUB on account of any such accident and will make good to, and reimburse, CTUB for any expenditures that CTUB may make by reason of such accidents.

The DEVELOPER hereby agrees to save and indemnify and keep CTUB harmless from all claims, demands, causes of action, or suits of whatever nature arising out of the labor and materials used by the DEVELOPER and his contractors or subcontractors, and from all laborers', materialmen's and mechanics' liens upon the system or upon the property upon which the system is located arising out of the labor and materials used by the DEVELOPER and his contractors or

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subcontractors, and the DEVELOPERS shall keep the system and said property free and clear of all liens, claims, and encumbrances.

Section 6.02. The DEVELOPER waives the right to receive an estimate of the cost of the extension. CTUB will not reimburse the DEVELOPER for the installation cost or any other cost associated with the installation and construction of the water system. The DEVELOPER expressly waives any right to reimbursement under the Public Service Commission's Rules and Regulations for the Government of Water Utilities, 150CSR7, Rule 7.5, Extension of Mains. A copy of which is attached hereto as Exhibit Band made a part hereof, and understands that the extension of service outlined in this Agreement herein shall be construed as an exemption to Rule 7.5 Extension of Mains. The DEVELOPER will collect reimbursement through appropriate pricing of real estate within its Development.

Section 6.03. Upon transfer of ownership to CTUB, nothing in this Agreement shall be construed to provide the DEVELOPER with any ownership or other interest in the Water Distribution System, which will become the exclusive property of CTUB.

Section 6.04. This Agreement constitutes the entire agreement between the CTUB and the DEVELOPER with respect to the matters addressed and may be amended only in a subsequent writing executed by both parties. Any amendment to this Agreement should be submitted to the Commission for review and/or approval which shall require additional Commission approval.

Section 6.05. This Agreement may not be assigned by either party without the prior written consent of the other party.

Section 6.06. The article and section headings in this Agreement are merely for the convenient reference of the parties and shall not affect the meaning or interpretation of this Agreement.

(Signature Page Follows)

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CITY OF CHARLES TOWN, by and through the CHARLES TOWN UTILITY BOARD

By:_____

Its: _____

ATTEST:

_____

Its: _____

ELM STREET COMMUNITIES

By:_____

Its:_____

ATTEST:

_____

Its: _____

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EXHIBIT A

DEVELOPER'S PROJECT

The Water System to be constructed by Developer is described in the attached pages.

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EXHIBIT B

PUBLIC SERVICE COMMISSION RULE 7.5

Public Service Commission of West Virginia Rules and Regulations for the Government of Water Utilities, 150CSR7, Rule 7.5, Extension of Mains

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ALTERNATE MAINLINE SEWAGE COLLECTION SYSTEM AGREEMENT FOR AUGUSTINE MANOR PHASE 1

THIS AGREEMENT (the "Agreement") is made and effective this _____day of _____, 2026, by and between the **CITY OF CHARLES TOWN, by and through the CHARLES TOWN UTILITY BOARD**, (hereafter, "CTUB") and **ELM STREET COMMUNITIES** (hereafter " the DEVELOPER").

WHEREAS, CTUB has been authorized by the Public Service Commission of West Virginia ("Commission") to develop sewage collection and treatment facilities throughout its service area, together with vicinity residents and businesses, with public sewer service; and

WHEREAS, CTUB wishes to make public sewage collection and treatment facilities available to the greatest number of residential, commercial and industrial customers located within the service area as expeditiously as possible; and

WHEREAS, the DEVELOPER is planning to develop certain lands known as Augustine Manor Subdivision (the "Development") situated within CTUB's service territory; and

WHEREAS, the Development will be located along Augustine Avenue, approximately 0.28 miles North of the intersection with Old Cave Road; and

WHEREAS, the DEVELOPER intends to construct 88 Single Family and 60 Town Homes; and

WHEREAS, the DEVELOPER intends to construct On-site sewage collection systems on, in the area near to, or adjacent to the Development as approved by CTUB on the Development's Preliminary Plat. The On-site sewage collection system includes approximately 6,434 LF of 8" sewer line and one (1) pump station with backup pumping system, and 2,462 LF of 4" force main to the point of connection to the existing CTUB sewer system, along with the associated service laterals and manholes (the "Sewage Collection Systems") to service the Residential Lots, which will connect to the sewage collection and pumping system of CTUB; and

WHEREAS, it is in the best interest of the future users of the Development to have public sewer collection facilities available; and

WHEREAS, The Developer has read Rule 7.4 of the Commission's Rules for the Government of Sewer Utilities ("Sewer Rules") that became effective on March 25, 2023, in its entirety, understands the Rule and chooses to enter into this alternate main line extension agreement and to waive its right to refunds thereunder.

NOW, THEREFORE, for and in consideration of the covenants and agreements set forth herein, and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, CTUB and the DEVELOPER agree:

ARTICLE I

DESIGN AND REGULATORY APPROVAL

Section 1.01. The DEVELOPER hereby agrees to employ qualified professional engineers to design the On-site and Off-site sewage collection system (collectively referred to herein as "Sewage Collection System") for the DEVELOPER'S project, as described in general herein. All designs will be developed at the DEVELOPER'S expense and comply with CTUB'S Sewer System Specifications. All designs shall be reviewed and approved by CTUB's engineer prior to submission to the West Virginia Bureau for Public Health and the West Virginia Division of Environmental Protection for permits to construct and prior to the commencement of construction. Neither CTUB nor its engineers or agents shall bear any financial or any other responsibility for the design and construction of the Sewage Collection System (the design and construction of the Sewer Collection System shall be collectively referred to as the "Project").

Section 1.02. The DEVELOPER shall, at its own expense, submit the plans and specifications to the appropriate State, Federal, and local agencies for their approval. Any changes in the plans and specifications required by the governmental agencies shall be subject to the approval of CTUB. If requested, plans and specifications shall be submitted to the Commission for review.

ARTICLE II

CONSTRUCTION AND INSPECTION

Section 2.01. The DEVELOPER will construct the entire Sewer Collection System under this Agreement, including but not limited to, all main lines, service lines, pumping facilities, or other necessary appurtenances, for all residential, commercial, or other customers, either proposed or existing, On-site and Off-site as approved by CTUB on the Development's Preliminary Plat at the DEVELOPER'S expense. All construction shall be done in accordance with the approved plans and specifications for the Development and CTUB' s specifications. The DEVELOPER shall obtain, at its own expense, with the cooperation and support of CTUB, all necessary permits, authorizations and approvals of State, Federal, and local agencies during the construction phase and shall make such changes as are required by said agencies during this phase and such changes shall not be subject to further approval by CTUB.

Section 2.02. The DEVELOPER shall, with the cooperation and support of CTUB, obtain all necessary rights-of-way, real property, and easements and take all other such actions, including but not limited to, legal action, as are necessary to complete the Sewer Collection System, at the DEVELOPER'S own expense. CTUB shall, at the request of the DEVELOPER, take such actions as are permitted by law to aid in obtaining the necessary rights of way, real property or easements on land not owned by the DEVELOPER, including, but not limited to, legal actions. The cost of said actions requested by the DEVELOPER, including amounts paid to property owners for the required real estate and easements as well as all litigation costs and taken by CTUB shall be borne by the DEVELOPER.

Section 2.03. CTUB shall bear no financial or other responsibility for the construction of the Sewage Collection System in the Development. However, prior to the substantial completion of the construction of the Sewage Collection System or phase thereof, CTUB shall have the right to inspect and approve the system or phase thereof to ensure that: (1) sewage will be satisfactorily transported from the Development in accordance with the terms of this Agreement and all applicable statutes, rules, and regulations legally applicable to CTUB; (2) infiltration will be minimized; (3) illegal and improper sources of inflow are eliminated; and (4) the system was constructed using sound engineering and construction standards, and using materials in compliance with CTUB's standards and specifications.

Section 2.04. CTUB shall have the right have a third-party inspect all work of the DEVELOPER, and its contractors, during all phases of construction to insure adequate installation of the system. The DEVELOPER shall reimburse CTUB the third-party construction inspection services. All fees shall be paid by the DEVELOPER to CTUB within fifteen (15) days of the date of the inspection services invoice. The inspectors time allocation needs to be coordinated with the contractor's schedule to minimize unnecessary time spent on the site while no sewer utility work is ongoing.

Section 2.05. At the conclusion of construction, The DEVELOPER shall provide to CTUB a complete set of reproducible copies of the record drawings of the completed construction for the mainline extension, signed and sealed by the engineer who prepared the plans. Also, the DEVELOPER shall provide CTUB with executed easements for all sewer mains. SEWER SERVICE FROM THE MAINLINE EXTENSION COVERED BY THIS AGREEMENT WILL NOT BE GRANTED UNTIL THE "RECORD DRAWINGS" AND THE EXECUTED EASEMENTS ARE RECEIVED BY CTUB.

Section 2.06. At all times during the construction of said sewer system, or Phase thereof if the project is phased, the DEVELOPER shall maintain sole ownership of said sewer system.

Section 2.07. The DEVELOPER shall complete the mainline extension covered by this Agreement within five (5) years from the date of this Agreement. Failure to do so may make this Agreement null and void as to any uncompleted portions of the mainline extension. CTUB reserves the right to require the DEVELOPER to enter into a new agreement, have a design review and secure new permitting for the completion of the Project if sufficient proof can be demonstrated that rules, regulations or surrounding conditions have changed during the five (5) year time frame. Any new agreement will require the approval of the Commission.

ARTICLE III

TRANSFER OF OWNERSHIP

Section 3.01. Upon completion of the construction of the Sewage Collection System, or phase thereof, or parts of phases thereof at the discretion of CTUB, the DEVELOPER shall, with the cooperation and support of CTUB, obtain such State, Federal, and local certifications, authorizations, or approvals as required, at the DEVELOPER'S expense. After said certifications, authorizations or approvals are obtained, and the Sewage Collection System or phases thereof is completed in all respects, the DEVELOPER shall provide CTUB written notice of said completion. As used in this and subsequent Sections, "completed in all respects" includes, but is not limited to: (i) the system or phase thereof being physically complete; (ii) all testing performed by the certifying engineer; (iii)all electrical and mechanical systems inspected and certified by approved factory authorized representatives of the manufacturers; (iv) all systems or phase thereof having passed component validation, start-up and demonstration periods and training performed; (v) all engineers, material men, contractors and subcontractors of the DEVELOPER being paid for their work on said system or phase thereof; (vi) all rights-of-way, real property and easements required for the operation of the Sewage Collection System or phase thereof are acquired; (vii) all legal disputes regarding the Sewerage Collection System being materially resolved; and (viii) no outstanding liens on the Sewage Collection System or phase thereof existing.

Section 3.02. Upon receipt of the written notice described in Section 3.01, CTUB shall have ninety (90) days to inspect said Sewage Collection System or phase thereof and run such tests, at CTUB's sole expense, as CTUB feels are appropriate and necessary to determine that the Sewage Collection System or phase thereof has been properly designed and constructed using sound engineering and construction standards. Within the ninety (90) day period, CTUB shall provide the

DEVELOPER, in writing, a list of repairs which CTUB reasonably believes are required to cause the Sewage Collection System or phase thereof to comply with the plans and specifications previously approved by CTUB, as may have been modified by the changes required by any applicable State or Federal agency or other City department, and a list of other actions, which the DEVELOPER must take so that the system or phase thereof is completed in all respects in accordance with the approved plans. The DEVELOPER, at its own expense, shall make said reasonable repairs and once said repairs have been made, the DEVELOPER will provide CTUB with an additional written notice as set forth in Section 3.01 and CTUB shall have the same rights as it had upon receipt of the initial notice. The DEVELOPER shall not connect any businesses or structures to the sewer system or phase thereof until it has been fully tested by the engineer and CTUB and all repairs required by CTUB have been made. Notwithstanding the foregoing, if CTUB does not inspect the Sewage Collection System or phase thereof within thirty (30) days after receipt of the written notice described in Section 3.01., CTUB's right to such inspection shall terminate.

Section 3.03. If, after receipt of the notice set forth in Section 3.01, CTUB determines that the Sewage Collection System or phase thereof is completed in all respects, the DEVELOPER shall deliver, and CTUB shall accept, ownership of the Sewage Collection System or phase thereof necessary to connect to the sewage collection and pumping system built as part of the Development including rights-of-way, and all real property and easements necessary for the ownership, operation and maintenance of the system. The transfer of ownership shall occur no later than fifteen (15) days after the expiration of the CTUB' s right of inspection and testing, set forth in Section 3.02.

Section 3.04. Nothing in this Article shall be construed to prevent CTUB from accepting ownership of the system a section at a time, provided that CTUB shall accept a section of the system only if said section is complete in all respects and can be fully operational at the time of the transfer of that section. CTUB and the DEVELOPER shall have the same rights and obligations and shall follow the same procedures established in the Article for the transfer of ownership of the entire system.

Section 3.05. Prior to the transfer of ownership of the Sewage Collection System or phase thereof to CTUB, when the DEVELOPER applies for a building permit to construct a residential, commercial or industrial building in the Development, the DEVELOPER shall pay to CTUB (i) a non-refundable tap and inspection fee pursuant to approved CTUB tariff and (ii) a non-refundable Capacity Improvement Fee pursuant to the approved CTUB tariff. Payments shall be made on the same date the DEVELOPER applies for a building permit to construct the residential, commercial

or industrial building in the Development, which will result in said additional Customer. Notwithstanding the foregoing, CTUB shall only be entitled to retain a DEVELOPER tap or connection fee if CTUB, using its own resources, actually installs or inspects the tap and/or connection line and physically connects or inspects the connection to the customer's service. Once CTUB collects a tap or connection fee in accordance with the terms of this Agreement, CTUB shall not be permitted to collect from the customer any additional tap or service connection fee. CTUB shall only be permitted to collect one tap or connection fee per service connection in accordance with its Tariff on file with the Commission. CTUB's right to either retain the DEVELOPER's tap or connection fee deposit or to assess a tap or connection fee from a customer is contingent upon CTUB installing the tap and/or connection line, which physically connects a customer's service to the DEVELOPER's collection system.

ARTICLE IV

DEVELOPER REIMBURSEMENT

Section 4.01. CTUB will not reimburse the Developer for the installation, cost or any other costs associated with the installation and construction of the Sewage Collection System. Developer expressly waives any right to reimbursement under the Commission's Sewer Rules, 150 CSR 5, Rule 7.4, a copy of which is attached hereto as Exhibit A, and made a part hereof, and understands that CTUB's extension of service outlined in the Agreement herein shall be construed as an exemption to Rule 7.4. The Developer will collect reimbursement through appropriate pricing of real estate within its Development.

Section 4.02. Not later than fifteen (15) business days following the time of the transfer of ownership of the Sewage Collection System or phase thereof as provided in Article III, Developer shall provide CTUB with an itemized accounting of the costs of the Sewage Collection System or phase thereof. The costs shall include, but shall not be limited to, labor, materials, engineering fees and costs of permits. CTUB shall have a right to review copies of the records of Developer relating to the development of the Sewage Collection System and Developer shall, at the request of CTUB, provide CTUB with copies of all invoices relating to the development of the Sewage Collection System or phase thereof. CTUB shall verify the total cost of the Sewage Collection System or phase thereof and shall give notice in writing to Developer of CTUB's calculation of the total cost of the Sewage Collection System or phase thereof (the "Project Cost").

ARTICLE V

CONDITIONS PRECEDENT

Section 5.01. This Agreement and the respective obligations of the parties are expressly conditioned upon the decision by the DEVELOPER, such decision to be made in the sole and absolute discretion of the DEVELOPER, to commence construction of the Development and upon the written approval of this Agreement by the Commission.

Section 5.02. The DEVELOPER waives the right to receive an estimate of the cost of the extension.

Section 5.03. As a condition to obtaining a main extension, the DEVELOPER shall grant CTUB the necessary easements which will allow CTUB to make future extensions into unserved areas. Such future extensions shall not adversely affect the intended use of the Developer's Property nor shall Developer incur any additional cost for granting of said easement or construction within the easement(s).The granting of the necessary easements by the Developer to CTUB shall be made without CTUB being required to pay additional consideration for the additional easements to the DEVELOPER, but shall be in such locations as shown on the approved Preliminary Plat for the Country Club Commons Development. CTUB has the right to further extend mains from and beyond the terminus of the mains constructed pursuant to this Agreement. In such an event, the DEVELOPER shall not be entitled to any refund for the connection of customers to such extension.

ARTICLE VI

SUBSEQUENT CONNECTIONS

Section 6.01. The DEVELOPER agrees that after the transfer of the ownership of the Sewage Collection System, or any portion thereof, to CTUB, the DEVELOPER shall be assessed, to the extent DEVELOPER owns the property for which a connection is requested, for each new connection upon the issuance of a sewer availability letter (i) a non-refundable tap and inspection fee pursuant to approved CTUB tariff and (ii) a non-refundable capacity improvement fee pursuant to the approved CTUB tariff. Payments shall be made on the same date the DEVELOPER applies for a building permit to construct the residential, commercial or industrial building in the Development, which will result in said additional Customer. Notwithstanding the foregoing, CTUB shall only be entitled to retain a DEVELOPER tap or connection fee if CTUB, using its own resources, actually installs or inspects the tap and/or connection line and physically connects or inspects the connection to the customer's service. Once CTUB collects a tap or connection fee in accordance with the terms of this

Agreement, CTUB shall not be permitted to collect from the customer any additional tap or service connection fee. CTUB shall only be permitted to collect one tap or connection fee per service connection in accordance with its Tariff on file with the PSC. CTUB's right to either retain DEVELOPER's tap or connection fee deposit or to assess a tap or connection fee from a customer is contingent upon CTUB installing the tap and/or connection line, which physically connects a customer's service to the DEVELOPER's collection system.

Section 6.02. The DEVELOPER hereby agrees that in the event that the DEVELOPER transfers, prior to completion, any portion of DEVELOPER'S land in the Development to any individual, corporation or other entity who will continue to engage in development of said land as contemplated by this Agreement, resulting in additional customers for CTUB, the DEVELOPER shall require, as a term of said transfer, that said individual, corporation or other entity assume the obligations of this Agreement.

ARTICLE VII

REPRESENTATIONS AND WARRANTIES

Section 7.01. The parties represent and warrant that the execution, delivery and performance of this agreement by them has been duly authorized and this agreement constitutes a valid and binding obligation of the parties in force full and accordance with its terms.

Section 7.02. The DEVELOPER represents and warrants that the Sewage Collection System or phase thereof will be designed and constructed in a proper workmanlike manner using sound principles of engineering and construction. The DEVELOPER hereby warrants DEVELOPER'S work on the Sewage Collection System's or phase thereof electrical and mechanical components, pump stations and treatment facilities for one (1) year from the date of the transfer of ownership of the Sewage Collection System or phase thereof to CTUB and, during such period, will make such repairs at the DEVELOPER'S expense, as are needed to maintain the Sewage Collection System or phase thereof in a proper operating condition in accordance with the approved plans therefore. CTUB will be responsible for reasonable maintenance of the system according to sound operating procedures and manufacturer's recommendations. The DEVELOPER will not be responsible for repairs due to CTUB failing to reasonably maintain the system.

Section 7.03. Upon notice from CTUB that all construction and testing requirements have been met, DEVELOPER shall post a one (1) year warranty bond in an amount sufficient to replace the system or phase thereof constructed by the DEVELOPER. The amount of the bond shall be 100-

percent of the cost of the improvements to be bonded at that time, and shall be for a period of 365 days that will begin on the date ownership of the On-Site and Off-Site Sewage Collection System or phase thereof is transferred to CTUB. At the conclusion of such one (1) year period, any warranty bond with respect to the Sewage Collection System or phase thereof shall automatically terminate and all bonded funds shall automatically be returned to the DEVELOPER.

ARTICLE VIII
MISCELLANEOUS PROVISIONS

Section 8.01. This Agreement shall in no manner alter or affect presently existing rates, fees, charges, minimums or tariffs of CTUB and the same rates, fees, charges, minimums and tariffs shall apply uniformly to all customers of CTUB. This Agreement shall at all times be subordinate to any present or future trust indentures or other similar liens on the assets of CTUB, and the parties hereto recognize the priority of any such obligations and upon occurrence of default or assumption of operation and control by the trustee or holders of the bonds of CTUB this Agreement shall be subordinate to such obligations.

Section 8.02. Nothing in this Agreement shall be construed to make CTUB or its engineer and agents liable or responsible for any obligations of the DEVELOPER.

Section 8.03. The DEVELOPER hereby agrees to save and indemnify and keep harmless CTUB, its engineer and agents against all liability claims and judgments or demands for damages arising from accidents to third persons occurring prior to the date of the transfer of the ownership of the Sewage Collection System or phase thereof to CTUB, or to property owned by third persons occasioned by the DEVELOPER, its agents, employees, contractors and subcontractors, and against all claims for damages arising from accidents to the DEVELOPER, its agents, employees, contractors and sub-contractors, occasioned by third persons occurring prior to the date of the transfer of the Sewage Collection System to CTUB, except for those legally attributable to CTUB, its engineer or agents, other than the DEVELOPER, or employees of CTUB. The DEVELOPER will defend any and all suits that may be brought against CTUB on account of any such accidents (except those legally attributable to CTUB, its engineer or agents, other than Developer, or employees of CTUB) and will make good to, and reimburse, CTUB for any reasonable, out of pocket expenditures (including, but not limited to reasonable legal fees and expenses) that CTUB may make by reason of such accidents.

Section 8.04. The DEVELOPER hereby agrees to save and indemnify and keep harmless CTUB, its engineer and agents from all claims, demands, causes of action, or suits of whatever nature

arising out of the labor and materials used by the DEVELOPER and their contractors or sub-contractors, and from all laborers', materialmen's and mechanics' liens upon the Sewage Collection System or upon the property upon which the Sewage Collection System is located arising out of the labor and materials used by the DEVELOPER and its contractors or sub-contractors, and the DEVELOPER shall keep the Sewage Collection System or phase thereof and said property free and clear of all liens, claims and encumbrances until the time of the transfer of ownership of the Sewage Collection System or phase thereof to CTUB.

Section 8.05. Upon transfer of the ownership of the Sewage Collection System or phase thereof to CTUB, nothing in this Agreement shall be construed to provide the DEVELOPER with any ownership or other interest in the Sewage Collection System or phase thereof which will become the exclusive property of CTUB, or with a right to be reimbursed by CTUB for any and all construction cost, except as provided in this Agreement.

Section 8.06. The DEVELOPER hereby agrees to not pursue any lawsuit, cause of action, or claim of any kind against CTUB regarding insufficient sewage treatment capacity.

Section 8.07. This Agreement constitutes the entire Agreement between CTUB and the DEVELOPER with respect to the matters addressed and may be amended only in a subsequent writing executed by both parties. Any amendment to this Agreement should be submitted to the Commission for review and/or approval.

Section 8.08. This Agreement may not be assigned by CTUB without the prior written consent of the other party. The DEVELOPER may assign this Agreement without the consent of CTUB if the DEVELOPER sells all or any portion of the Development.

Section 8.09. The article and section headings in this Agreement are merely for the convenient reference of the parties and shall not affect the meaning or interpretation of this Agreement.

(Signature Page Follows)

CITY OF CHARLES TOWN, by and through the CHARLES TOWN UTILITY BOARD

By:_____

Its: _____

ATTEST:

_____

Its: _____

ELM STREET COMMUNITIES

By:_____

Its:_____

ATTEST:

_____

Its: _____

EXHIBIT A

PUBLIC SERVICE COMMISSION RULE 7.4

Public Service Commission of West Virginia Rules and Regulations for the Government of Sewer Utilities. 150CSR5, Rule 7.4, Extension of Mains.

EXHIBIT B

DEVELOPER'S PROJECT

The Sewage Collection System to be constructed by Developer is described in the attached pages.

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

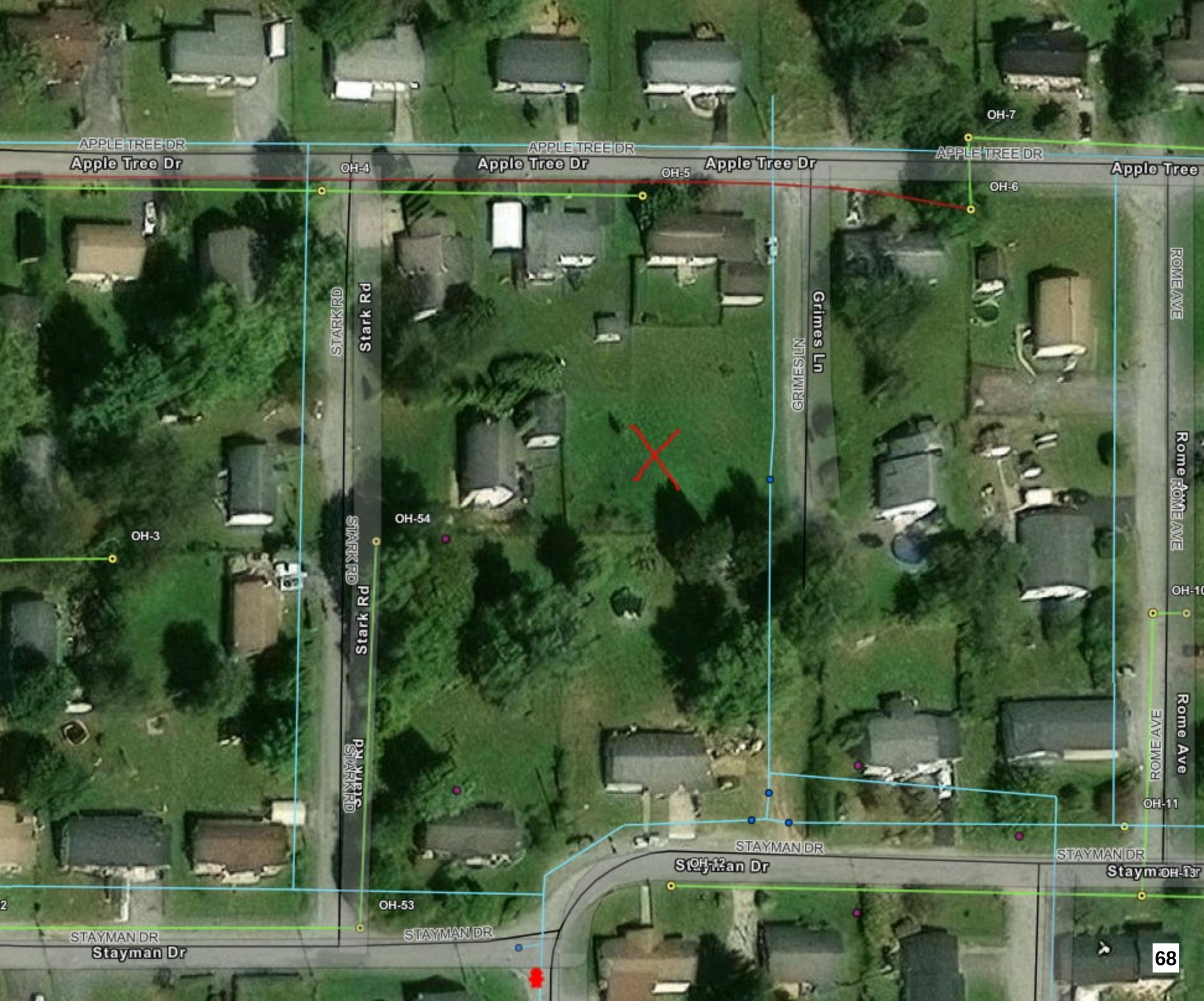
Regular Meeting

661 South George Street
Charles Town, WV 25414

Resident Request for Property Purchase - 56 Stark Road

Attachments:

Stark Road.pdf


APPLE TREE DR
Apple Tree Dr
APPLE TREE DR
Apple Tree Dr
APPLE TREE DR
Apple Tree
OH-4
OH-5
OH-6
OH-7
STARK RD
Stark Rd
GRIMES LN
Grimes Ln
ROME AVE
Rome Ave
OH-3
OH-54
OH-10
OH-11
OH-12
OH-13
OH-53
STAYMAN DR
Stayman Dr
68

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting **661 South George Street**
Charles Town, WV 25414

Collection System Project - Resolution No. 35 - CWSRF No. 11, Pay App No. 16

Attachments:

Collection System Project - Resolution No. 35 - CIF No. 27, Pay App No. 16.pdf

CHARLES TOWN UTILITY BOARD
2022 COLLECTION SYSTEM PROJECT
(IJDC #2021S-2041 / CWSRF #C-544686)

RESOLUTION NO. 35
REQUEST FOR PAYMENT #35
(CIF PAYMENT #27)

RESOLUTION OF THE CHARLES TOWN UTILITY BOARD APPROVING INVOICES RELATING TO CONSTRUCTION AND OTHER SERVICES FOR THE COLLECTION SYSTEM SEWER PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the Charles Town Utility Board (CTUB), has reviewed the invoices attached hereto and incorporated herein by reference relation to the Project funded in part by the Clean Water State Revolving Fund (CWSRF) and find as follows:

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

b.) 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.) Each of such costs has been otherwise properly incurred; and

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

NOW, THEREFORE, BE IT RESOLVED by the Charles Town Utility Board as follows: There is hereby authorized and directed the payment of **"Contractor's Payment Application No. 16"** as follows.

Vendor	CWSRF	CWSRF "Green" PF Loan 1	Capacity Improvement Fee (CIF) Fund	Total Approved for Payment
HRI, Inc.	$0	$0	$31,965.59	$31,965.59
Total	**$0**	**$0**	**$31,965.59**	**$31,965.59**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 22th day of July, 2026.

By: _____
Brent Manuel, Chairman

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contractor's Application for Payment No. 16

Application Period: 6/1/26 - 6/30/26	Application Date: 7/22/2026	
To (Owner): Charles Town Utility Board	From (Contractor): HRI, Inc.	Via (Engineer): Rummel, Klepper & Kahl, LLP
Project: 2022 Collection System Project	Contract: 01	Via (Consultant): Gwin, Dobson & Foreman Engineers
Owner's Contract No.:	Contractor's Project No.: 10341291	Engineer's Project No.: 24054

Application For Payment

Change Order Summary

Approved Change Orders

Number	Additions	Deductions
1	$121,480.00	
2	$251,494.68	$10,422.36
3	$195,786.50	$231,970.00
4	$43,988.74	
TOTALS	$612,749.92	$242,392.36
NET CHANGE BY CHANGE ORDERS	**$370,357.56**	

1. ORIGINAL CONTRACT PRICE		$6,074,000.00
2. Net change by Change Orders		$370,357.56
3. Current Contract Price (Line 1 ± 2)		$6,444,357.56
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)		$5,652,279.96
5. RETAINAGE:		
a. 10% X $5,610,238.06 Work Completed		$561,023.81
b. 10% X $42,041.90 Stored Material		$4,204.19
c. Total Retainage (Line 5.a + Line 5.b)		$565,228.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)		$5,087,051.96
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)		$5,055,086.37
8. AMOUNT DUE THIS APPLICATION		$31,965.59
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)		$1,357,305.60

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: *Mitchell Otey, PM*	Date: 7/22/2026

Payment of: $ $31,965.59
(Line 8 or other - attach explanation of the other amount)

is recommended by: *David Santelli* (Engineer) 7/22/2026 (Date)

Payment of: $ 31,965.59
(Line 8 or other - attach explanation of the other amount)

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

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

EJCDC® C-620 Contractor's Application for Payment
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Variance of "Amount Due" vs "Payment This Period" is due to items removed from storage.

Progress Estimate - Unit Price Work **Contractor's Application**

For (Contract): 01												Application Number: 16			
Application Period: 6/1/26 - 6/30/26												Application Date: 7/22/2026			
A					B			C			D	E	F		
Item		Contract Information				Quantity			Payment						
Bid Item No.	Description	Bid Quantity	Units	Unit Price	Total Value of Item ($)	This Period	Previous to Date	To Date	This Period	Previous to Date	To Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D+E)	% (F / B)	Balance to Finish (B - F)
1	Mobilization	1	LS	$272,980.00	$272,980.00		**0.96**	0.96		$262,060.80	$262,060.80		$262,060.80	96.0%	$10,919.20
2	Traffic Control	1	LS	$15,000.00	$15,000.00		**0.90**	0.90		$13,500.00	$13,500.00		$13,500.00	90.0%	$1,500.00
3	Audio Visual Taping	1	LS	$5,200.00	$5,200.00		**1.00**	1.00		$5,200.00	$5,200.00		$5,200.00	100.0%	
4	**Erosion & Sediment Control**	**1**	**LS**	**$142,000.00**											
4a	Rock Construction Entrance	1	LS	$35,000.00	$35,000.00		**0.90**	0.90		$31,500.00	$31,500.00		$31,500.00	90.0%	$3,500.00
4b	18" Silt Fence - 11th & Forest	1	LS	$12,000.00	$12,000.00		**1.00**	1.00		$12,000.00	$12,000.00		$12,000.00	100.0%	
4c	36" Silt Fence - Evitt's Run	1	LS	$16,000.00	$16,000.00		**1.00**	1.00		$16,000.00	$16,000.00		$16,000.00	100.0%	
4d	18" Silt Sock - Jett's Farm FM	1	LS	$14,000.00	$14,000.00		**1.00**	1.00		$14,000.00	$14,000.00		$14,000.00	100.0%	
4e	18" Silt Sock - 11th & Forest	1	LS	$12,000.00	$12,000.00		**1.00**	1.00		$12,000.00	$12,000.00		$12,000.00	100.0%	
4f	18" Silt Sock - Evitts Run	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
4g	Super Silt Fence - Evitt's Run	1	LS	$30,000.00	$30,000.00		**1.00**	1.00		$30,000.00	$30,000.00		$30,000.00	100.0%	
4h	18" Silt Sock - Burr East FM	1	LS	$8,000.00	$8,000.00		**1.00**	1.00		$8,000.00	$8,000.00		$8,000.00	100.0%	
4i	Silt Sacks	1	LS	$3,000.00	$3,000.00		**0.75**	0.75		$2,250.00	$2,250.00		$2,250.00	75.0%	$750.00
4j	Sediment Bags	1	LS	$7,000.00	$7,000.00		**0.75**	0.75		$5,250.00	$5,250.00		$5,250.00	75.0%	$1,750.00
5	**Burr East Pump Station Demolition**	**1**	**LS**	**$22,000.00**											
5a	Demo Existing Valve Vault	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
5b	Remove Existing Pumps & Piping	1	LS	$9,000.00	$9,000.00		**1.00**	1.00		$9,000.00	$9,000.00		$9,000.00	100.0%	
5c	Remove Existing Fencing	1	LS	$4,000.00	$4,000.00		**1.00**	1.00		$4,000.00	$4,000.00		$4,000.00	100.0%	
5d	Demo Concrete Pad	1	LS	$3,000.00	$3,000.00										$3,000.00
5e	Relocate Propane Tanks	1	LS	$1,000.00	$1,000.00		**1.00**	1.00		$1,000.00	$1,000.00		$1,000.00	100.0%	
6	**Moose Lodge Pump Station Demolition**	**1**	**LS**	**$22,000.00**											
6a	Demo Wet Well Top	1	LS	$4,500.00	$4,500.00		**1.00**	1.00		$4,500.00	$4,500.00		$4,500.00	100.0%	
6b	Remove Existing Pumps & Piping	1	LS	$8,500.00	$8,500.00		**1.00**	1.00		$8,500.00	$8,500.00		$8,500.00	100.0%	
6c	Demo 6" Yard Piping	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
6d	Demo Transfer Switch / Control Panel	1	LS	$2,000.00	$2,000.00		**1.00**	1.00		$2,000.00	$2,000.00		$2,000.00	100.0%	
6e	Remove Existng Grout Fillet	1	LS	$2,000.00	$2,000.00		**1.00**	1.00		$2,000.00	$2,000.00		$2,000.00	100.0%	
7	**Jetts Farm Pump Station Demolition**	**1**	**LS**	**$22,000.00**											
7a	Demo Junction Box / Vent	1	LS	$5,500.00	$5,500.00		**1.00**	1.00		$5,500.00	$5,500.00		$5,500.00	100.0%	
7b	Remove Existing Pumps & Piping	1	LS	$9,500.00	$9,500.00		**1.00**	1.00		$9,500.00	$9,500.00		$9,500.00	100.0%	
7c	Demo 6" Yard Piping	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
7d	Demo Transfer Switch / Control Panel	1	LS	$2,000.00	$2,000.00		**1.00**	1.00		$2,000.00	$2,000.00		$2,000.00	100.0%	
9	**Forrest Street Pump Station Demolition**	**1**	**LS**	**$33,000.00**											
9a	Demo Pump Station	1	LS	$15,000.00	$15,000.00										$15,000.00
9b	Remove Existing Pumps & Piping	1	LS	$9,000.00	$9,000.00										$9,000.00
9c	Demo 10"/12" Piping	1	LS	$9,000.00	$9,000.00										$9,000.00
10	**11th Ave Pump Station Demolition**	**1**	**LS**	**$33,000.00**											
10a	Demo Pump Station	1	LS	$14,000.00	$14,000.00										$14,000.00
10b	Remove Existing Pumps & Piping	1	LS	$10,000.00	$10,000.00										$10,000.00
10c	Demo 8"/2" Piping	1	LS	$9,000.00	$9,000.00										$9,000.00
11	**Burr East Pump Station**	**1**	**LS**	**$495,000.00**											
11a	Erosion & Sediment Control	1	LS	$6,000.00	$6,000.00		**1.00**	1.00		$6,000.00	$6,000.00		$6,000.00	100.0%	
11b	Seeding and Lanscaping	1	LS	$4,000.00	$4,000.00		**0.50**	0.50		$2,000.00	$2,000.00		$2,000.00	50.0%	$2,000.00
11c	Site Fencing	1	LS	$8,000.00	$8,000.00		**0.75**	0.75		$6,000.00	$6,000.00		$6,000.00	75.0%	$2,000.00
11d	Valve Vault	1	LS	$40,000.00	$40,000.00		**1.00**	1.00		$40,000.00	$40,000.00		$40,000.00	100.0%	
11e	Meter Vault	1	LS	$25,000.00	$25,000.00		**1.00**	1.00		$25,000.00	$25,000.00		$25,000.00	100.0%	
11f	Process Pipe	1	LS	$70,000.00	$70,000.00		**1.00**	1.00		$70,000.00	$70,000.00		$70,000.00	100.0%	
11g	Submersible Pumps	1	LS	$98,000.00	$98,000.00		**1.00**	1.00		$98,000.00	$98,000.00		$98,000.00	100.0%	
11h	Pipe Painting	1	LS	$4,000.00	$4,000.00										$4,000.00
11i	Instrumentation	1	LS	$15,000.00	$15,000.00		**1.00**	1.00		$15,000.00	$15,000.00		$15,000.00	100.0%	
11j	Propane Tank Pad	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
11k	Wet Well Top Slab	1	LS	$15,000.00	$15,000.00		**1.00**	1.00		$15,000.00	$15,000.00		$15,000.00	100.0%	
11l	Wet Well Fillet	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
11m	Electrical Enclosure Pad	1	LS	$5,000.00	$5,000.00		**1.00**	1.00		$5,000.00	$5,000.00		$5,000.00	100.0%	
11n	Electrical	1	LS	$90,000.00	$90,000.00		**0.90**	0.90		$81,000.00	$81,000.00		$81,000.00	90.0%	$9,000.00
11o	Integration	1	LS	$105,000.00	$105,000.00		**0.75**	0.75		$78,750.00	$78,750.00		$78,750.00	75.0%	$26,250.00
12	**Moose Lodge Pump Station**	**1**	**LS**	**$305,000.00**											
12a	Erosion & Sediment Control	1	LS	$4,000.00	$4,000.00	**0.25**	**0.75**	1.00	$1,000.00	$3,000.00	$4,000.00		$4,000.00	100.0%	
12b	Seeding and Lanscaping	1	LS	$4,000.00	$4,000.00										$4,000.00
12c	Meter Vault	1	LS	$16,000.00	$16,000.00	**0.25**	**0.75**	1.00	$4,000.00	$12,000.00	$16,000.00		$16,000.00	100.0%	
12d	Bypass Pit	1	LS	$6,000.00	$6,000.00	**1.00**		1.00	$6,000.00		$6,000.00		$6,000.00	100.0%	
12e	Process Pipe	1	LS	$54,000.00	$54,000.00	**0.25**	**0.75**	1.00	$13,500.00	$40,500.00	$54,000.00		$54,000.00	100.0%	

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Progress Estimate - Unit Price Work **Contractor's Application**

For (Contract): 01												Application Number: 16				
Application Period: 6/1/26 - 6/30/26												Application Date: 7/22/2026				
A					B			C			D	E	F			
Item		Contract Information				Quantity			Payment							
Bid Item No.	Description	Bid Quantity	Units	Unit Price	Total Value of Item ($)	This Period	Previous to Date	To Date	This Period	Previous to Date	To Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D+E)	% (F / B)	Balance to Finish (B - F)	
12f	Submersible Pumps	1	LS	$90,000.00	$90,000.00	**0.90**	**0.10**	1.00	$81,000.00	$9,000.00	$90,000.00		$90,000.00	100.0%		
12g	Instrumentation	1	LS	$6,000.00	$6,000.00	**1.00**		1.00	$6,000.00		$6,000.00		$6,000.00	100.0%		
12h	Wet Well Top Slab	1	LS	$15,000.00	$15,000.00		**1.00**	1.00		$15,000.00	$15,000.00		$15,000.00	100.0%		
12i	Electrical	1	LS	$65,000.00	$65,000.00	**1.00**		1.00	$65,000.00		$65,000.00		$65,000.00	100.0%		
12j	Integration	1	LS	$45,000.00	$45,000.00										$45,000.00	
13	**Jetts Farm Pump Station**	**1**	**LS**	**$335,000.00**												
13a	Erosion & Sediment Control	1	LS	$4,000.00	$4,000.00		**1.00**	1.00		$4,000.00	$4,000.00		$4,000.00	100.0%		
13b	Temporary Fence & Barrier	1	LS	$23,000.00	$23,000.00		**0.90**	0.90		$20,700.00	$20,700.00		$20,700.00	90.0%	$2,300.00	
13c	Seeding & Landscaping	1	LS	$3,500.00	$3,500.00										$3,500.00	
13d	Meter Vault	1	LS	$16,000.00	$16,000.00		**1.00**	1.00		$16,000.00	$16,000.00		$16,000.00	100.0%		
13e	Bypass Pit	1	LS	$6,000.00	$6,000.00		**1.00**	1.00		$6,000.00	$6,000.00		$6,000.00	100.0%		
13f	Process Pipe	1	LS	$73,500.00	$73,500.00		**1.00**	1.00		$73,500.00	$73,500.00		$73,500.00	100.0%		
13g	Submersible Pumps	1	LS	$102,000.00	$102,000.00		**1.00**	1.00		$102,000.00	$102,000.00		$102,000.00	100.0%		
13h	Instrumentation	1	LS	$4,500.00	$4,500.00		**1.00**	1.00		$4,500.00	$4,500.00		$4,500.00	100.0%		
13i	Pipe Painting	1	LS	$1,500.00	$1,500.00										$1,500.00	
13j	Electrical	1	LS	$58,000.00	$58,000.00		**1.00**	1.00		$58,000.00	$58,000.00		$58,000.00	100.0%		
13k	Integration	1	LS	$43,000.00	$43,000.00		**0.10**	0.10		$4,300.00	$4,300.00		$4,300.00	10.0%	$38,700.00	
15	**Lakeland Pump Station**	**1**	**LS**	**$1,125,000.00**												
15a	Erosion & Sediment Control	1	LS	$8,000.00	$8,000.00		**1.00**	1.00		$8,000.00	$8,000.00		$8,000.00	100.0%		
15b	Strip / Spread Topsoil	1	LS	$7,000.00	$7,000.00		**1.00**	1.00		$7,000.00	$7,000.00		$7,000.00	100.0%		
15c	Site Grading	1	LS	$23,000.00	$23,000.00		**1.00**	1.00		$23,000.00	$23,000.00		$23,000.00	100.0%		
15d	Construction Entrance / Site Road	1	LS	$16,000.00	$16,000.00		**1.00**	1.00		$16,000.00	$16,000.00		$16,000.00	100.0%		
15e	Clearing & Grubbing	1	LS	$9,500.00	$9,500.00		**1.00**	1.00		$9,500.00	$9,500.00		$9,500.00	100.0%		
15f	Seeding & Landscaping	1	LS	$4,000.00	$4,000.00	**0.05**	**0.90**	0.95	$200.00	$3,600.00	$3,800.00		$3,800.00	95.0%	$200.00	
15g	Site Fencing	1	LS	$20,000.00	$20,000.00	**1.00**		1.00	$20,000.00		$20,000.00		$20,000.00	100.0%		
15h	Pump Station Wet Well Shoring / Excavation / Backfill	1	LS	$530,000.00	$530,000.00		**1.00**	1.00		$530,000.00	$530,000.00		$530,000.00	100.0%		
15i	Meter Vault	1	LS	$20,000.00	$20,000.00		**1.00**	1.00		$20,000.00	$20,000.00		$20,000.00	100.0%		
15j	Process Pipe	1	LS	$141,000.00	$141,000.00		**1.00**	1.00		$141,000.00	$141,000.00		$141,000.00	100.0%		
15k	Submersible Pumps	1	LS	$15,000.00	$15,000.00		**1.00**	1.00		$15,000.00	$15,000.00		$15,000.00	100.0%		
15l	Instrumentation	1	LS	$7,000.00	$7,000.00		**1.00**	1.00		$7,000.00	$7,000.00		$7,000.00	100.0%		
15m	Pipe Painting	1	LS	$1,000.00	$1,000.00										$1,000.00	
15n	Generator & Electrical Pads	1	LS	$8,500.00	$8,500.00		**1.00**	1.00		$8,500.00	$8,500.00		$8,500.00	100.0%		
15o	Electrical	1	LS	$135,000.00	$135,000.00	**0.05**	**0.95**	1.00	$6,750.00	$128,250.00	$135,000.00		$135,000.00	100.0%		
15p	Integration	1	LS	$180,000.00	$180,000.00		**0.10**	0.10		$18,000.00	$18,000.00		$18,000.00	10.0%	$162,000.00	
16	Grinder Pump 1	1	LS	$23,000.00	$23,000.00										$23,000.00	
17	Grinder Pump 2	1	LS	$23,000.00	$23,000.00										$23,000.00	
18	**Bypass Pump - Burr East Pump Station**	**1**	**LS**	**$45,000.00**												
18a	Set Up Bypass Pump & Piping	1	LS	$17,500.00	$17,500.00		**1.00**	1.00		$17,500.00	$17,500.00		$17,500.00	100.0%		
18b	Utilize Bypass Pump & Piping	1	LS	$25,000.00	$25,000.00		**1.00**	1.00		$25,000.00	$25,000.00		$25,000.00	100.0%		
18c	Remove Bypass Pump & Piping	1	LS	$2,500.00	$2,500.00		**1.00**	1.00		$2,500.00	$2,500.00		$2,500.00	100.0%		
19	**Bypass Pump - Jett's Farm Pump Station**	**1**	**LS**	**$36,000.00**												
19a	Set Up Bypass Pump & Piping	1	LS	$13,500.00	$13,500.00		**1.00**	1.00		$13,500.00	$13,500.00		$13,500.00	100.0%		
19b	Utilize Bypass Pump & Piping	1	LS	$20,000.00	$20,000.00	**0.10**	**0.80**	0.90	$2,000.00	$16,000.00	$18,000.00		$18,000.00	90.0%	$2,000.00	
19c	Remove Bypass Pump & Piping	1	LS	$2,500.00	$2,500.00										$2,500.00	
20	**Bypass Pump - Samuel Street Pump Station**	**1**	**LS**	**$15,000.00**												
20a	Set Up Bypass Pump & Piping	1	LS	$5,500.00	$5,500.00		**1.00**	1.00		$5,500.00	$5,500.00		$5,500.00	100.0%		
20b	Utilize Bypass Pump & Piping	1	LS	$7,000.00	$7,000.00		**1.00**	1.00		$7,000.00	$7,000.00		$7,000.00	100.0%		
20c	Remove Bypass Pump & Piping	1	LS	$2,500.00	$2,500.00		**1.00**	1.00		$2,500.00	$2,500.00		$2,500.00	100.0%		
22	**Bypass Pump - Forest Ave Pump Station**	**1**	**LS**	**$13,000.00**												
22a	Set Up Bypass Pump & Piping	1	LS	$5,500.00	$5,500.00										$5,500.00	
22b	Utilize Bypass Pump & Piping	1	LS	$5,500.00	$5,500.00										$5,500.00	
22c	Remove Bypass Pump & Piping	1	LS	$2,000.00	$2,000.00										$2,000.00	
23	**Bypass Pump - 11th Ave Pump Station**	**1**	**LS**	**$13,000.00**												
23a	Set Up Bypass Pump & Piping	1	LS	$5,500.00	$5,500.00										$5,500.00	
23b	Utilize Bypass Pump & Piping	1	LS	$5,500.00	$5,500.00										$5,500.00	
23c	Remove Bypass Pump & Piping	1	LS	$2,000.00	$2,000.00										$2,000.00	
24	**Bypass Pump - Evitt's Run Interceptor**	**1**	**LS**	**$100,000.00**												
24a	Set Up Bypass Pump & Piping (multiple)	1	LS	$25,000.00	$25,000.00		**1.00**	1.00		$25,000.00	$25,000.00		$25,000.00	100.0%		
24b	Utilize Bypass Pump & Piping	1	LS	$50,000.00	$50,000.00		**1.00**	1.00		$50,000.00	$50,000.00		$50,000.00	100.0%		
24c	Remove Bypass Pump & Piping (multiple)	1	LS	$25,000.00	$25,000.00		**1.00**	1.00		$25,000.00	$25,000.00		$25,000.00	100.0%		

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Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): 01		Application Number:	16
Application Period: 6/1/26 - 6/30/26		Application Date:	7/22/2026

A					B			C			D	E	F		
Item		Contract Information				Quantity			Payment						
Bid Item No.	Description	Bid Quantity	Units	Unit Price	Total Value of Item ($)	This Period	Previous to Date	To Date	This Period	Previous to Date	To Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D+E)	% (F / B)	Balance to Finish (B - F)
25	Pump & Haul - Moose Lodge Pump Station	1	LS	$48,000.00	$48,000.00	**0.20**	**0.60**	0.80	$9,600.00	$28,800.00	$38,400.00		$38,400.00	80.0%	$9,600.00
26	Pump & Haul - Evitt's Run Interceptor	1	LS	$7,500.00	$7,500.00										$7,500.00
27	Pump & Haul - Magnolia Springs Pump Station	1	LS	$7,500.00	$7,500.00		**1.00**	1.00		$7,500.00	$7,500.00		$7,500.00	100.0%	
28	Pump & Haul - Clearance Drive Pump Station	1	LS	$7,500.00	$7,500.00		**1.00**	1.00		$7,500.00	$7,500.00		$7,500.00	100.0%	
29	4" SDR 35 Sewer	100	LF	$194.00	$19,400.00										$19,400.00
30	6" SDR 35 PVC Sewer (D<8')	20	LF	$92.00	$1,840.00		**12.00**	12.00		$1,104.00	$1,104.00		$1,104.00	60.0%	$736.00
31	8" SDR PVC Sewer (D<8')	1100	LF	$135.00	$148,500.00		**675.50**	675.50		$91,192.50	$91,192.50	$17,796.18	$108,988.68	73.4%	$39,511.32
32	8" SDR PVC Sewer (8<D<12')	200	LF	$192.00	$38,400.00		**70.00**	70.00		$13,440.00	$13,440.00	$5,567.52	$19,007.52	49.5%	$19,392.48
33	8" SDR PVC Sewer (D<12')	200	LF	$284.00	$56,800.00	**28.00**	**28.00**	56.00	$7,952.00	$7,952.00	$15,904.00	$4,971.00	$20,875.00	36.8%	$35,925.00
34	10" SDR 35 PVC Sewer (D<8')	600	LF	$174.00	$104,400.00		**576.00**	576.00		$100,224.00	$100,224.00		$100,224.00	96.0%	$4,176.00
35	12" SDR PVC	80	LF	$235.00	$18,800.00		**36.00**	36.00		$8,460.00	$8,460.00		$8,460.00	45.0%	$10,340.00
36	30" SDR PVC	2000	LF	$305.00	$610,000.00		**1884.50**	1884.50		$574,772.50	$574,772.50	$12,051.40	$586,823.90	96.2%	$23,176.10
37	6" C900 Class 165 PVC Force Main	2200	LF	$135.00	$297,000.00	**11.00**	**4076.58**	4087.58	$1,485.00	$550,338.30	$551,823.30	$1,655.80	$553,479.10	186.4%	-$256,479.10
38	4" C900 Class 165 PVC Force Main	2800	LF	$115.00	$322,000.00		**2723.08**	2723.08		$313,154.20	$313,154.20		$313,154.20	97.3%	$8,845.80
39	2" SDR 9 HDPE Force Main (Slip Line)	1400	LF	$55.00	$77,000.00										$77,000.00
40	1.5" SDR 9 IPS HDPE Force Main (Slip Line)	900	LF	$54.00	$48,600.00										$48,600.00
41	1.25" SDR 9 IPS HDPE for Main	1200	LF	$75.50	$90,600.00										$90,600.00
42	4' Diameter Manhole (up to 6')	20	EA	$8,500.00	$170,000.00		**24.00**	24.00		$204,000.00	$204,000.00		$204,000.00	120.0%	-$34,000.00
43	4' Diameter Manhole Extension	50	VF	$650.00	$32,500.00		**33.05**	33.05		$21,482.50	$21,482.50		$21,482.50	66.1%	$11,017.50
44	4' Diameter Doghouse Manhole (up to 6')	10	EA	$8,100.00	$81,000.00		**3.00**	3.00		$24,300.00	$24,300.00		$24,300.00	30.0%	$56,700.00
45	Manhole Frame and Cover - Highway	26	EA	$1,500.00	$39,000.00		**25.00**	25.00		$37,500.00	$37,500.00		$37,500.00	96.2%	$1,500.00
46	Manhole Frame and Cover - Watertight	5	EA	$1,700.00	$8,500.00		**6.00**	6.00		$10,200.00	$10,200.00		$10,200.00	120.0%	-$1,700.00
47	Inside Drop Connection	10	EA	$1,500.00	$15,000.00		**4.00**	4.00		$6,000.00	$6,000.00		$6,000.00	40.0%	$9,000.00
48	Connect to Existing	10	EA	$2,000.00	$20,000.00	**1.00**	**10.00**	11.00	$2,000.00	$20,000.00	$22,000.00		$22,000.00	110.0%	-$2,000.00
49	Mainline Cleanout	5	EA	$4,300.00	$21,500.00										$21,500.00
50	Air Release Vacuum Combination Valve Assembly	4	EA	$12,500.00	$50,000.00		**3.00**	3.00		$37,500.00	$37,500.00		$37,500.00	75.0%	$12,500.00
51	Flushing Valve	4	EA	$9,000.00	$36,000.00		**7.00**	7.00		$63,000.00	$63,000.00		$63,000.00	175.0%	-$27,000.00
52	Burr East Force Main Connection	1	LS	$21,000.00	$21,000.00		**1.00**	1.00		$21,000.00	$21,000.00		$21,000.00	100.0%	
53	Jett's Farm Force Main Connection	1	LS	$11,000.00	$11,000.00		**1.00**	1.00		$11,000.00	$11,000.00		$11,000.00	100.0%	
54	Manhole Riser Extension	5	VF	$1,300.00	$6,500.00		**5.00**	5.00		$6,500.00	$6,500.00		$6,500.00	100.0%	
55	Internal Manhole Lining	90	VF	$100.00	$9,000.00	**126.34**		126.34	$12,634.00		$12,634.00		$12,634.00	140.4%	-$3,634.00
56	6" SDR PVC Lateral	200	LF	$102.00	$20,400.00	**21.00**	**119.10**	140.10	$2,142.00	$12,148.20	$14,290.20		$14,290.20	70.1%	$6,109.80
57	Reconnect Lateral Service Connection	16	EA	$1,400.00	$22,400.00	**1.00**	**9.00**	10.00	$1,400.00	$12,600.00	$14,000.00		$14,000.00	62.5%	$8,400.00
58	8"x6" Wye	14	EA	$420.00	$5,880.00	**1.00**	**9.00**	10.00	$420.00	$3,780.00	$4,200.00		$4,200.00	71.4%	$1,680.00
59	12" Steel Casing - (Open Cut)	200	LF	$200.00	$40,000.00										$40,000.00
60	16" Steel Casing - (Open Cut)	80	LF	$250.00	$20,000.00										$20,000.00
61	48" Steel Casing - (Open Cut)	80	LF	$1,600.00	$128,000.00										$128,000.00
62	Test Pit Excavation & Refill	7	EA	$5,000.00	$35,000.00		**3.00**	3.00		$15,000.00	$15,000.00		$15,000.00	42.9%	$20,000.00
63	Launching / Receiving Pit	7	EA	$9,000.00	$63,000.00		**5.00**	5.00		$45,000.00	$45,000.00		$45,000.00	71.4%	$18,000.00
64	Asphalt Trench Patch (Base)	80	TON	$400.00	$32,000.00		**197.87**	197.87		$79,148.00	$79,148.00		$79,148.00	247.3%	-$47,148.00
65	Asphalt Trench Patch (Wearing)	60	TON	$350.00	$21,000.00		**154.23**	154.23		$53,980.50	$53,980.50		$53,980.50	257.1%	-$32,980.50
66	Aggregate for Backfill	700	CY	$92.00	$64,400.00		**649.54**	649.54		$59,757.68	$59,757.68		$59,757.68	92.8%	$4,642.32
67	Flowable Fill	50	CY	$400.00	$20,000.00										$20,000.00
68	Remove Manhole	13	EA	$1,300.00	$16,900.00		**18.00**	18.00		$23,400.00	$23,400.00		$23,400.00	138.5%	-$6,500.00
69	Concrete Curb Repair	10	LF	$200.00	$2,000.00										$2,000.00
70	Concrete Driveway Repair	10	CY	$1,800.00	$18,000.00										$18,000.00
71	Miscellaneous DIP Fittings	500	LB	$20.00	$10,000.00	**40.00**	**370.00**	410.00	$800.00	$7,400.00	$8,200.00		$8,200.00	82.0%	$1,800.00
72	Class B Concrete	50	CY	$500.00	$25,000.00		**44.00**	44.00		$22,000.00	$22,000.00		$22,000.00	88.0%	$3,000.00
73	Shoring / Stabalization After Receiving / Launching Pit - Augustine Ave	1	LS	$10,000.00	$10,000.00		**1.00**	1.00		$10,000.00	$10,000.00		$10,000.00	100.0%	
	Change Orders														
CO-1	B&O Tax	1	LS	$121,480.00	$121,480.00										$121,480.00
CO-2-A	Evitts Run MH Upsize	1	LS	$20,704.00	$20,704.00		**1.00**	1.00		$20,704.00	$20,704.00		$20,704.00	100.0%	
CO-2-B	Lakeland Place - 16th St Access Road	1	LS	$79,983.00	$79,983.00		**1.00**	1.00		$79,983.00	$79,983.00		$79,983.00	100.0%	
CO-2-C	Lakeland Place - ELB 5" Conduit	1420	LF	$71.00	$100,820.00		**1420.00**	1420.00		$100,820.00	$100,820.00		$100,820.00	100.0%	
CO-2-D	Davit Crane Credit	1	LS	-$10,422.36	-$10,422.36		**1.00**	1.00		-$10,422.36	-$10,422.36		-$10,422.36	100.0%	
CO-2-E	Lakeland Place - Potomac Edison	1	LS	$49,987.68	$49,987.68										$49,987.68
CO-3	Augustine Boring	84.5	LF	$2,317.00	$195,786.50		**84.50**	84.50		$195,786.50	$195,786.50		$195,786.50	100.0%	
CO-3	Credit	1	LS	-$231,970.00	-$231,970.00										-$231,970.00
CO-4-A	Evitt's Run - Conduit Relocation	1	LS	$14,003.58	$14,003.58		**1.00**	1.00		$14,003.58	$14,003.58		$14,003.58	100.0%	
CO-4-B	Evitt's Run - Power Pole Removal	1	LS	$9,911.00	$9,911.00		**1.00**	1.00		$9,911.00	$9,911.00		$9,911.00	100.0%	

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Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): 01												Application Number: 16			
Application Period: 6/1/26 - 6/30/26												Application Date: 7/22/2026			
A					B			C			D	E	F		
Item		Contract Information				Quantity			Payment						
Bid Item No.	Description	Bid Quantity	Units	Unit Price	Total Value of Item ($)	This Period	Previous to Date	To Date	This Period	Previous to Date	To Date	Materials Presently Stored (not in C)	Total Completed and Stored to Date (D+E)	% (F / B)	Balance to Finish (B - F)
CO-4-C	Evitt's Run - Force Main Conflict	1	LS	$13,589.00	$13,589.00		**1.00**	1.00		$13,589.00	$13,589.00		$13,589.00	100.0%	
CO-4-D	Burr East - Wet Well Modification	1	LS	$6,485.16	$6,485.16		**1.00**	1.00		$ 6,485.16	$6,485.16		$6,485.16	100.0%	
	Totals				**$6,444,357.56**				**$243,883.00**	**$5,366,355.06**	**$5,610,238.06**	**$42,041.90**	**$5,652,279.96**	87.7%	**$792,077.60**

EJCDC® C-620 Contractor's Application for Payment
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Stored Material Summary

Contractor's Application

For (Contract):	01	Application Number:	16
Application Period:	6/1/26 - 6/30/26	Application Date:	7/22/2026

A		B	C		D		E		F		G
					Stored Previously				Incorporated in Work		
Bid Item No.	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Storage Location	Description of Materials or Equipment Stored	Application No. when Materials Placed in Storage	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)
11g	27315		HRI Trailer	Burr East Grinder Pumps	4	$33,390.00		$33,390.00	2/2026	$33,390.00	
11g	28718		HRI Trailer	Burr East Grinder Pumps	4	$35,692.65		$35,692.65	2/2026	$35,692.65	
12f	27317		HRI Trailer	Jetts Farm Grinder Pumps	4	$38,700.00		$38,700.00	5/2026	$38,700.00	
12f	28503		HRI Trailer	Jetts Farm Grinder Pumps	4	$34,605.00		$34,605.00	5/2026	$34,605.00	
13g	27316		HRI Trailer	Moose Lodge Grinder Pumps	4	$33,300.00		$33,300.00	5/2026	$33,300.00	
13g	28504		HRI Trailer	Moose Lodge Grinder Pumps	4	$28,811.25		$28,811.25	5/2026	$28,811.25	
42	886402		Evitts Run	Sanitary MH - APS16	5	$5,103.00		$5,103.00	2/2026	$5,103.00	
42	882498		Evitts Run	Sanitary MH - APS26A	5	$41,139.40		$41,139.40	11/2025	$41,139.40	
42	880503		Evitts Run	Sanitary MH - APS27	5	$7,064.25		$7,064.25	2/2026	$7,064.25	
36	x633532		Evitts Run	30" PVC	6	$25,318.44		$25,318.44	10/2025	$13,267.04	$12,051.40
37	x423369		Burr East	6" HDPE DR 11	6	$12,240.00		$12,240.00	11/2025	$10,584.20	$1,655.80
31	x569471		LP	8" Fusible C900	6	$17,796.18		$17,796.18			$17,796.18
32	x569471		LP	8" Fusible C900	6	$5,567.52		$5,567.52			$5,567.52
33	x569471		LP	8" Fusible C900	6	$4,971.00		$4,971.00			$4,971.00
11g	29342		HRI Trailer	Burr East Grinder Pumps	6	$7,420.00		$7,420.00	5/2026	$7,420.00	
12f	29341		HRI Trailer	Jetts Farm Grinder Pumps	6	$7,900.00		$7,900.00	6/2026	$7,900.00	
15i	895582		Evitts Run	LP Meter Vault	6	$6,449.00		$6,449.00	3/2026	$6,449.00	
42	907465		HRI Trailer	JF Sanitary MH	9	$5,724.00		$5,724.00	5/2026	$5,724.00	
13d	908161		HRI Trailer	JF Meter Vault	9	$3,420.00		$3,420.00	5/2026	$3,420.00	
12c	908161		HRI Trailer	ML Meter Vault	9	$3,351.00		$3,351.00	6/2026	$3,351.00	
12h	908161		HRI Trailer	ML Wet Well Top	9	$4,424.00		$4,424.00	6/2026	$4,424.00	
				Totals		**$449,415.21**		**$468,283.45**		**$407,373.31**	**$42,041.90**

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Date: July 22, 2026

Charles Town Utility Board
2022 Sewer Collection System Project
Schedule B - Internal Purposes Only

PROJECT COSTS:	APPROVED CONSTRUCTION BUDGET	Resolution No. 27 Request for Payment (RFP) #27 CWSRF #9 CWSRF PF Grant #1	Resolution No. 28 Request for Payment (RFP) #28 CIF # 20	Resolution No. 29 Request for Payment (RFP) #29 CWSRF #10 CWSRF PF Grant #2 CIF # 21	Resolution No. 30 Request for Payment (RFP) #30 CIF # 22	Resolution No. 31 Request for Payment (RFP) #31 CWSRF #1 CIF # 23	Resolution No. 32 Request for Payment (RFP) #32 CIF # 24	Resolution No. 33 Request for Payment (RFP) #33 Pay App #15 CIF # 25	Resolution No. 34 Request for Payment (RFP) #34 CIF # 26	Resolution No. 35 Request for Payment (RFP) #35 Pay App #16 CIF # 27	BALANCE REMAINING
1 CONSTRUCTION CONTRACT											
a. Original Contract 1	$ 6,074,000.00	$ 598,883.35	$ -	$ 433,163.09	$ -	$ 426,799.08	$ -	$ 145,644.30	$ -	$ 31,965.59	$ 1,185,837.92
b. Change Order 1 - B&O Tax (Note #3)	$ 121,480.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 121,480.00
c. Change Order 2 - (Note #7)	$ 90,264.64	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
d. Change Order 3 - (Note #8)	$ (36,183.50)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
e. Change Order 4 - (Note #10)	$ 43,988.74	$ -	$ -	$ 43,988.74	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2 CONTINGENCY											
a. Contingency - (Note #1,7 & 11)	$ 66,408.32	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 66,408.32
b. Change Order 2 - (Note #7)	$ 150,807.68	$ 41,180.00	$ -	$ 59,640.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 49,987.68
c. Change Order 5 - (Note #11)	$ 86,468.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 86,468.00
3 LEGAL SERVICES											
a. Project Attorney - (Note #4)	$ 170,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,013.91
4 ACCOUNTING SERVICES											
a. Project Account - CPA	$ 30,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,787.50
5 ENGINEERING SERVICES											
a. RK&K Engineering fees	$ 596,090.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,259.82
b. GDF Engineering (Construction Admin/RPR) - (Note #6 & #9)	$ 520,000.00	$ -	$ 30,560.72	$ -	$ 30,626.94	$ -	$ 35,140.93	$ -	$ 26,901.17	$ -	$ 58,445.75
6 ADMINISTRATIVE SERVICES											
a. Other Administrative Costs	$ 8,850.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,472.86
7 LANDS/EASEMENTS											
a. Easements	$ 50,600.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,275.00
b. R/W Agent - (Note #2)	$ 100,690.72	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
c. Permits - (Note #2)	$ 6,859.28	$ -	$ 925.00	$ -	$ -	$ -	$ -	$ -	$ 1,000.00	$ -	$ 1,214.28
d. Plats - (Note #2)	$ 14,120.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 79.63
8 Sub Total Line 1-7	**$ 8,094,443.88**	**$ 640,063.35**	**$ 31,485.72**	**$ 536,791.83**	**$ 30,626.94**	**$ 426,799.08**	**$ 35,140.93**	**$ 145,644.30**	**$ 27,901.17**	**$ 31,965.59**	**$ 1,605,730.67**
B. COST OF FINANCING											
9 Registrar Fees	$ 650.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
10 Bond Counsel (S&J)	$ 40,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
11 Sub Total of Financing - Line 9-10	**$ 40,650.00**										**$ -**
12 Total Project Costs Line 8 + Line 11	**$ 8,135,093.88**	**$ 640,063.35**	**$ 31,485.72**	**$ 536,791.83**	**$ 30,626.94**	**$ 426,799.08**	**$ 35,140.93**	**$ 145,644.30**	**$ 27,901.17**	**$ 31,965.59**	**$ 1,605,730.67**

B. SOURCES OF FUNDS	APPROVED PROJECT FUNDING	Request for Payment (RFP) #27 CWSRF #9 CWSRF PF Grant #1	Request for Payment (RFP) #28 CIF # 20	Request for Payment (RFP) #29 CWSRF #10 CWSRF PF Grant #2 CIF # 21	Request for Payment (RFP) #30 CIF # 22	Request for Payment (RFP) #31 CWSRF #1 CIF # 23	Request for Payment (RFP) #32 CIF # 24	Request for Payment (RFP) #33 Pay App #15 CIF # 25	Request for Payment (RFP) #34 CIF # 26	Request for Payment (RFP) #35 Pay App #16 CIF # 27	BALANCE REMAINING
1 INTERNAL FUNDS											
a. Capacity Improvement Fees	$ 3,375,629.88	$ -	$ (31,485.72)	$ (213,908.35)	$ (30,626.94)	$ (210,799.08)	$ (35,140.93)	$ (145,644.30)	$ (27,901.17)	$ (31,965.59)	$ 1,281,386.67
b. CTUB Operating Fund	$ 121,480.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 121,480.00
1 Subtotal Internal Funds	**$ 3,497,109.88**	**$ -**	**$ (31,485.72)**	**$ (213,908.35)**	**$ (30,626.94)**	**$ (210,799.08)**	**$ (35,140.93)**	**$ (145,644.30)**	**$ (27,901.17)**	**$ (31,965.59)**	**$ 1,402,866.67**
2 GRANT FUNDS											
a. State Grant (EEGF)	$ 1,077,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
b. Federal Grant (CWSRF) - "Green Grant"	$ 500,000.00	$ (41,180.00)	$ -	$ (255,956.00)	$ -	$ -	$ -	$ -	$ -	$ -	$ 202,864.00
2 Subtotal Grant Funds	**$ 1,577,000.00**	**$ (41,180.00)**	**$ -**	**$ (255,956.00)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 202,864.00**
3 BOND ISSUE											
a. CWSRF Loan - (1%, 40 Year)	$ 2,844,984.00	$ (598,883.35)	$ -	$ (66,927.48)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
b. CWSRF Loan - (3%, 20 Year)	$ 216,000.00	$ -	$ -	$ -	$ -	$ (216,000.00)	$ -	$ -	$ -	$ -	$ -
3 Subtotal Bond Issue	**$ 3,060,984.00**	**$ (598,883.35)**	**$ -**	**$ (66,927.48)**	**$ -**	**$ (216,000.00)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
4 Total Sources of Funds Line 1-3	**$ 8,135,093.88**	**$ (640,063.35)**	**$ (31,485.72)**	**$ (536,791.83)**	**$ (30,626.94)**	**$ (426,799.08)**	**$ (35,140.93)**	**$ (145,644.30)**	**$ (27,901.17)**	**$ (31,965.59)**	**$ 1,605,730.67**

Note #1 - 12/10/2024 - The CWSRF loan in the amount of $216,016 was shown as $216,000 on the closing documentation. Per the State, the CWSRF loan and the total project costs line items on the Schedule B were reduced by $16.00 to correct the error.

Note #2 - 12/11/2024 - Line item R/W Agent was decreased by $1,444.28 to actual, line item Permits was decreased by $140.72, and the line item for Plats was increased by $1,585.00.

Note #3 - 6/11/2025 - Change Order No. 1 - Upon the denial of the B&O waiver request by the City of Charles Town and the City of Ranson, the CTUB Board approved the payment of the B&O taxes to both municipalities to be paid from internal funds.

Note #4 - 6/25/2025 - Amendment No. 2 was approved to increase project legal services by $30,000, not to exceed $170,000.

Note #5 - 8/5/2025 - Line item Admin Costs was decreased by $1,150 and the line item for Plats was increased by $1,150.

Note #6 - 8/13/2025 - GDF - Task Order for Additional Construction Admin Services approved increase of $120,000 for project engineering CA & RPR services, to be paid from Capacity Improvement Fees.

Note #7 - 10/8/2025 - Change Order No. 2 was approved in the amount of $241,072.32. $150,807.68 to be funded with the CWSRF - Green Grant, the remaining $90,264.64 will be funded with CIF Fees.

Note #8 - 1/15/2026 - Change Order No. 3 was approved, which included an increase of $195,786.50 and a decrease of $231,970.00, resulting in a net reduction to the contract amount of $36,183.50.

Note #9 - 2/25/2026 - GDF - Task Order #2 for Additional RPR Inspection Services approved increase of $100,000, to be paid from Capacity Improvement Fees.

Note #10 - 3/25/2026 - Change Order No. 4 was approved in the amount of $43,988.74 to be funded with CIF Fees.

Note #11 - 6/24/2026 - Change Order No. 11 was approved in the amount of $86,468.00, to be funded with the CWSRF - Green Grant.

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting **661 South George Street**
Charles Town, WV 25414

Collection System Project - Resolution No. 36 - CIF No. 28

Attachments:

Collection System Project - Resolution No. 36 - CIF No. 28.pdf

CHARLES TOWN UTILITY BOARD
2022 COLLECTION SYSTEM PROJECT
(IJDC #2021S-2041 / CWSRF #C-544686)

RESOLUTION NO. 36
REQUEST FOR PAYMENT #36
(CIF PAYMENT #28)

RESOLUTION OF THE CHARLES TOWN UTILITY BOARD APPROVING INVOICES RELATING TO CONSTRUCTION AND OTHER SERVICES FOR THE SEWER PROJECT AND AUTHORIZING PAYMENT THEREOF,

WHEREAS, the Charles Town Utility Board (CTUB), has reviewed the invoices attached hereto and incorporated herein by reference relation to the Project funded in part by the Clean Water State Revolving Fund (CWSRF) and find as follows:

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

b.) 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.) Each of such costs has been otherwise properly incurred; and

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

NOW, THEREFORE, BE IT RESOLVED by the Charles Town Utility Board that the payment of the invoices as summarized below are hereby authorized and directed:

Vendor	CWSRF	Capacity Improvement Fee (CIF) Fund	Total Approved for Payment
GD&F Engineers	$0	$28,920.14	$28,920.14
Total	**$0**	**$28,920.14**	**$28,920.14**

ADOPTED BY the City of Charles Town Utility Board, at the meeting held on the 22nd day of July, 2026.

By: _____
Brent Manuel, Chairman

Date: July 22, 2026

Charles Town Utility Board
2022 Sewer Collection System Project
Schedule B - Internal Purposes Only

PROJECT COSTS:	APPROVED CONSTRUCTION BUDGET	Resolution No. 28 Request for Payment (RFP) #28 CIF # 20	Resolution No. 29 Request for Payment (RFP) #29 CWSRF #10 CWSRF PF Grant #2 CIF # 21	Resolution No. 30 Request for Payment (RFP) #30 CIF # 22	Resolution No. 31 Request for Payment (RFP) #31 CWSRF #1 CIF # 23	Resolution No. 32 Request for Payment (RFP) #32 CIF # 24	Resolution No. 33 Request for Payment (RFP) #33 Pay App #15 CIF # 25	Resolution No. 34 Request for Payment (RFP) #34 CIF # 26	Resolution No. 35 Request for Payment (RFP) #35 Pay App #16 CIF # 27	Resolution No. 36 Request for Payment (RFP) #36 CIF # 28	BALANCE REMAINING
1 CONSTRUCTION CONTRACT											
a. Original Contract 1	$ 6,074,000.00	$ -	$ 433,163.09	$ -	$ 426,799.08	$ -	$ 145,644.30	$ -	$ 31,965.59	$ -	$ 1,185,837.92
b. Change Order 1 - B&O Tax (Note #3)	$ 121,480.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 121,480.00
c. Change Order 2 - (Note #7)	$ 90,264.64	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
d. Change Order 3 - (Note #8)	$ (36,183.50)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
e. Change Order 4 - (Note #10)	$ 43,988.74	$ -	$ 43,988.74	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2 CONTINGENCY											
a. Contingency - (Note #1,7 & 11)	$ 66,408.32	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 66,408.32
b. Change Order 2 - (Note #7)	$ 150,807.68	$ -	$ 59,640.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 49,987.68
c. Change Order 5 - (Note #11)	$ 86,468.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 86,468.00
3 LEGAL SERVICES											
a. Project Attorney - (Note #4)	$ 170,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,013.91
4 ACCOUNTING SERVICES											
a. Project Account - CPA	$ 30,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,787.50
5 ENGINEERING SERVICES											
a. RK&K Engineering fees	$ 596,090.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,259.82
b. GDF Engineering (Construction Admin/RPR) - (Note #6 & #9)	$ 520,000.00	$ 30,560.72	$ -	$ 30,626.94	$ -	$ 35,140.93	$ -	$ 26,901.17	$ -	$ 28,920.14	$ 29,525.61
6 ADMINISTRATIVE SERVICES											
a. Other Administrative Costs	$ 8,850.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,472.86
7 LANDS/EASEMENTS											
a. Easements	$ 50,600.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,275.00
b. R/W Agent - (Note #2)	$ 100,690.72	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
c. Permits - (Note #2)	$ 6,859.28	$ 925.00	$ -	$ -	$ -	$ -	$ -	$ 1,000.00	$ -	$ -	$ 1,214.28
d. Plats - (Note #2)	$ 14,120.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 79.63
8 Sub Total Line 1-7	**$ 8,094,443.88**	**$ 31,485.72**	**$ 536,791.83**	**$ 30,626.94**	**$ 426,799.08**	**$ 35,140.93**	**$ 145,644.30**	**$ 27,901.17**	**$ 31,965.59**	**$ 28,920.14**	**$ 1,576,810.53**
B. COST OF FINANCING											
9 Registrar Fees	$ 650.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
10 Bond Counsel (S&J)	$ 40,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -
11 Sub Total of Financing - Line 9-10	**$ 40,650.00**										**$ -**
12 Total Project Costs Line 8 + Line 11	**$ 8,135,093.88**	**$ 31,485.72**	**$ 536,791.83**	**$ 30,626.94**	**$ 426,799.08**	**$ 35,140.93**	**$ 145,644.30**	**$ 27,901.17**	**$ 31,965.59**	**$ 28,920.14**	**$ 1,576,810.53**

B. SOURCES OF FUNDS	APPROVED PROJECT FUNDING	Request for Payment (RFP) #28 CIF # 20	Request for Payment (RFP) #29 CWSRF #10 CWSRF PF Grant #2 CIF # 21	Request for Payment (RFP) #30 CIF # 22	Request for Payment (RFP) #31 CWSRF #1 CIF # 23	Request for Payment (RFP) #32 CIF # 24	Request for Payment (RFP) #33 Pay App #15 CIF # 25	Request for Payment (RFP) #34 CIF # 26	Request for Payment (RFP) #35 Pay App #16 CIF # 27	Request for Payment (RFP) #36 CIF # 28	BALANCE REMAINING
1 INTERNAL FUNDS											
a. Capacity Improvement Fees	$ 3,375,629.88	$ (31,485.72)	$ (213,908.35)	$ (30,626.94)	$ (210,799.08)	$ (35,140.93)	$ (145,644.30)	$ (27,901.17)	$ (31,965.59)	$ (28,920.14)	$ 1,252,466.53
b. CTUB Operating Fund	$ 121,480.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 121,480.00
1 Subtotal Internal Funds	**$ 3,497,109.88**	**$ (31,485.72)**	**$ (213,908.35)**	**$ (30,626.94)**	**$ (210,799.08)**	**$ (35,140.93)**	**$ (145,644.30)**	**$ (27,901.17)**	**$ (31,965.59)**	**$ (28,920.14)**	**$ 1,373,946.53**
2 GRANT FUNDS											
a. State Grant (EEGF)	$ 1,077,000.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
b. Federal Grant (CWSRF) - "Green Grant"	$ 500,000.00	$ -	$ (255,956.00)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 202,864.00
2 Subtotal Grant Funds	**$ 1,577,000.00**	**$ -**	**$ (255,956.00)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 202,864.00**
3 BOND ISSUE											
a. CWSRF Loan - (1%, 40 Year)	$ 2,844,984.00	$ -	$ (66,927.48)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
b. CWSRF Loan - (3%, 20 Year)	$ 216,000.00	$ -	$ -	$ -	$ (216,000.00)	$ -	$ -	$ -	$ -	$ -	$ -
3 Subtotal Bond Issue	**$ 3,060,984.00**	**$ -**	**$ (66,927.48)**	**$ -**	**$ (216,000.00)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
4 Total Sources of Funds Line 1-3	**$ 8,135,093.88**	**$ (31,485.72)**	**$ (536,791.83)**	**$ (30,626.94)**	**$ (426,799.08)**	**$ (35,140.93)**	**$ (145,644.30)**	**$ (27,901.17)**	**$ (31,965.59)**	**$ (28,920.14)**	**$ 1,576,810.53**

Note #1 - 12/10/2024 - The CWSRF loan in the amount of $216,016 was shown as $216,000 on the closing documentation. Per the State, the CWSRF loan and the total project costs line items on the Schedule B were reduced by $16.00 to correct the error.

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Note #4 - 6/25/2025 - Amendment No. 2 was approved to increase project legal services by $30,000, not to exceed $170,000.

Note #5 - 8/5/2025 - Line item Admin Costs was decreased by $1,150 and the line item for Plats was increased by $1,150.

Note #6 - 8/13/2025 - GDF - Task Order for Additional Construction Admin Services approved increase of $120,000 for project engineering CA & RPR services, to be paid from Capacity Improvement Fees.

Note #7 - 10/8/2025 - Change Order No. 2 was approved in the amount of $241,072.32. $150,807.68 to be funded with the CWSRF - Green Grant, the remaining $90,264.64 will be funded with CIF Fees.

Note #8 - 1/15/2026 - Change Order No. 3 was approved, which included an increase of $195,786.50 and a decrease of $231,970.00, resulting in a net reduction to the contract amount of $36,183.50.

Note #9 - 2/25/2026 - GDF - Task Order #2 for Additional RPR Inspection Services approved increase of $100,000, to be paid from Capacity Improvement Fees.

Note #10 - 3/25/2026 - Change Order No. 4 was approved in the amount of $43,988.74 to be funded with CIF Fees.

Note #11 - 6/24/2026 - Change Order No. 11 was approved in the amount of $86,468.00, to be funded with the CWSRF - Green Grant.

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting **661 South George Street**
Charles Town, WV 25414

Jefferson County Water Advisory Committee (JCWAC) Update

Attachments:

WAC Meeting Agenda.pdf

JEFFERSON COUNTY COMMISSION

124 East Washington Street, P.O. Box 250, Charles Town, WV 25414
Phone: (304) 728-3284 **Fax**: (304) 725-7916
Web: www.jeffersoncountywv.org

PRESIDENT
Pasha Majdi

COMMISSIONER
Jack Hefestay

COMMISSIONER
Cara Keys

COMMISSIONER
Mike Mood

COMMISSIONER
Steve Stolipher

MEETING AGENDA
JEFFERSON COUNTY WATER ADVISORY COMMITTEE
Wednesday, July 15, 2026
Commission meeting: 6:00 PM
County Commission Meeting Room
393 N. Lawrence Street, Charles Town, WV—please use East Entrance

YouTube link: https://www.youtube.com/@JeffCoWV

Item Number 4 will be a Presentation **Only**

1. Call to Order
2. Determination of Members Present and Existence of a Quorum
3. Public Comment Period
4. PUBLIC PRESENTATION: USGS Hydrogeologist Mark D. Kozar, Hydrologist/Groundwater Specialist at the Virginia and West Virginia Water Science Center:

Presentation: Update on potential water studies, modeling and calibration, development of inset models for West Virginia Counties

Additional References: Compilation below prepared by Mr. Kozar of all the USGS reports that the USGS has digitally available for Jefferson and Berkeley Counties related to groundwater, dating back Mr. Kozar's first report published for Jefferson County in 1988. (First line of each reference is a clickable web link (Ctrl + right click to download the document)). USGS has done a large volume of previous groundwater studies in Jefferson and Berkeley Counties, and much of the data for these studies is available in the USGS National Water information system database, including groundwater levels, streamflow discharge, groundwater and surface-water quality data, springs data and other information. These data are available at USGS Water Data for the Nation or by contacting the USGS Virginia and West Virginia Water Science Center.

Hydrogeologic Setting and Ground-Water Flow in the Leetown Area, West Virginia
Kozar, M.D., Paybins, K.S., Weary, D.J., and Pierce, H.A., 2007, Hydrogeologic Setting and Ground-Water Flow in the Leetown Area, West Virginia: U.S. Geological Survey Scientific Investigations Report 2007-5066

Hydrogeology and water quality of the Leetown area, West Virginia
Kozar, M.D., McCoy, K.J., Weary, D.J., Field, M.S., Pierce, H., Schill, W.B., and Young, J.A., 2008, Hydrogeology and water quality of the Leetown area, West Virginia: U.S. Geological Survey Open-File Report 2007-1358, Report: ix, 100 p.; 6 Appendices, https://doi.org/10.3133/ofr20071358.

USGS Open-File Report 1407: Fracture Trace Map and Single-Well Aquifer Test Results in a Carbonate Aquifer in Jefferson County, West Virginia
McCoy, K.J., Podwysocki, M.H., Crider, E.A., and Weary, D.L., Fracture Trace Map and Single-Well Aquifer Test Results in a Carbonate Aquifer in Jefferson County, West Virginia: U.S. Geologicial Survey Open-file Report 2005-1407, 1 Plate, with associated GIS data and metadata.

USGS Open-File Report 2005-1040 Fracture Trace Map and Single-Well Aquifer Test Results in a Carbonate Aquifer in Berkeley County, West Virginia -
McCoy, K.J., Podwysocki, M.H., Crider, E.A., and Weary, D.L., Fracture Trace Map and Single-Well Aquifer Test Results in a Carbonate Aquifer in Berkeley County, West Virginia: U.S. Geologicial Survey Open-file Report 2005-1040, 1 Plate, with associated GIS data and metadata.

USGS Scientific Investigations Report 2009-5145: Hydrogeologic Factors Affecting Base-Flow Yields in the Jefferson County Area, West Virginia, October–November 2007 -
Evaldi, R.D., Paybins, K.S., and Kozar, M.D., 2009, Hydrogeologic factors affecting base-flow yields in the Jefferson County area, West Virginia, October-November 2007: U.S. Geological Survey Scientific Investigations Report 2009-5145, 13 p., 1 plate.

USGS Data Series 179 Channel Gains and Losses in the Opequon Creek Watershed of West Virginia, July 25-28, 2005 -
Evaldi, R.D., and Paybins, K.S., 2006, Channel gains and losses in the Opequon Creek Watershed of West Virginia, July 25–28, 2005: U.S. Geological Survey Data Series 179, 7 p.

Geohydrology, ground-water availability, and ground-water quality of Berkeley County, West Virginia, with emphasis on the carbonate-rock area -
Shultz, R., Hobba, W., and Kozar, M., 1995, Geohydrology, ground-water availability, and ground-water quality of Berkeley County, West Virginia, with emphasis on the carbonate-rock area: U.S. Geological Survey Water-Resources Investigations Report 93-4073, vi, 88 p. :ill., maps ;28 cm., https://doi.org/10.3133/wri934073.

Geohydrology, water availability, and water quality of Jefferson County, West Virginia, with emphasis on the carbonate area -
Kozar, M., Hobba, W., and Macy, J.A., 1991, Geohydrology, water availability, and water quality of Jefferson County, West Virginia, with emphasis on the carbonate area: U.S. Geological Survey Water-Resources Investigations Report 90-4118, vi, 93 p. :ill. ;28 cm., https://doi.org/10.3133/wri904118.

USGS Scientific Investigations Report 2009-5153: Hydrogeology and Ground-Water Flow in the Opequon Creek Watershed area, Virginia and West Virginia
Kozar, M.D., and Weary, D.J., 2009, Hydrogeology and ground-water flow in the Opequon Creek watershed area, Virginia and West Virginia: U.S. Geological Survey Scientific Investigations Report 2009-5153, 61 p.

Base-flow yields of watersheds in the Berkeley County area, West Virginia -
Evaldi, R.D., and Paybins, K.S., 2006, Base-flow yields of watersheds in the Berkeley County area, West Virginia: U.S. Geological Survey Data Series 216, Report: 4 p.; 1 Figure: 22.00 x 34.00 inches, https://doi.org/10.3133/ds216.

Relation of bacteria in limestone aquifers to septic systems in Berkeley County, West Virginia -
Mathes, M., 2000, Relation of bacteria in limestone aquifers to septic systems in Berkeley County, West Virginia: U.S. Geological Survey Water-Resources Investigations Report 2000-4229, iv, 17 p. :ill., map ;28 cm., https://doi.org/10.3133/wri004229.

Older reports prior to the late 1970's are available in hard copy only, published by the by the West Virginia Geological and Economic Survey but authored by USGS scientists and are not available for download. The most significant of these older reports are available at the WVGES main publications site at https://www.wvgs.wvnet.edu/wvges2/publications/PubCat_MainSearch.aspx: or by calling the WVGES publications unit at 304-594-2331.

The three most significant publications for Jefferson and Berkeley County follow:

1. Bieber, P.P., 1961, Ground-water features of Berkeley and Jefferson Counties, West Virginia: West Virginia Geological and Economic Survey Bulletin 21, 81 p.

2. Hobba, W.A., Jr., 1976, Ground-water hydrology of Berkeley County, West Virginia: West Virginia Geological and Economic Survey Economic Geology Bulletin 13, 21 p.

3. Hobba, W.A., Jr., 1981, Ground-water hydrology of Jefferson County, West Virginia: West Virginia Geological and Economic Survey Economic Geology Bulletin 16, 21 p.

Additional reports by other organizations (than the USGS) such as the following that pertain to Jefferson or Berkeley Counties:

Jones, W.K. 1997, Karst Hydrology Atlas of West Virginia: Karst Waters Institute Special Publication # 4, 111 p. (This report has a number of dye-tracer tests documented for Berkeley and Jefferson Counties)

Jones, W.K., and Dieke, G.H., III, 1981, A hydrogeologic study of the watershed of the National Fisheries Center at Leetown, West Virginia: Consultant hydrologist report prepared for the U.S. Department of the Interior, U.S. Fish and Wildlife Service, 83 p.

5. Adjournment

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Cancellation of August 12, 2026 Regular Board Meeting

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Manager Report

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Chairman Report

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Engineering Report

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

July 22, 2026

Attachments:

Board Report 07.22.26.pdf

Totals by Year-Fund

Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
Water	6-50	$13,163.87	$0.00	$28,368.38	$41,532.25
Sewer	6-60	$23,915.61	$0.00	$0.00	$23,915.61
	Year Total:	$37,079.48	$0.00	$28,368.38	$65,447.86
Water	7-50	$73,639.02	$0.00	$55,305.61	$128,944.63
Sewer	7-60	$35,179.33	$0.00	$97,113.42	$132,292.75
	Year Total:	$108,818.35	$0.00	$152,419.03	$261,237.38
Water	X-50	$21,868.60	$0.00	$0.00	$21,868.60
Sewer	X-60	$240,316.35	$0.00	$0.00	$240,316.35
	Year Total:	$262,184.95	$0.00	$0.00	$262,184.95
Total Of All Funds:		$408,082.78	$0.00	$180,787.41	$588,870.19

Totals by Fund

Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
Water	50	$108,671.49	$0.00	$83,673.99	$192,345.48
Sewer	60	$299,411.29	$0.00	$97,113.42	$396,524.71
Total Of All Funds:		$408,082.78	$0.00	$180,787.41	$588,870.19

This Packet: $ 588,870.19
Security Deposit Refunds, checks dated 7/22/2026: 728.81

Total: $ 589,599.00

TOTAL PAGES: 6

APPROVED BY: _____

APPROVED BY: _____

Charles Town Utility Board
Purchase Order Listing By Vendor Name

Vendor #		*Name*					
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
XYLEM020		XYLEM WATER SOLUTIONS U.S	*Account Continued*				

Total Purchase Orders: 80 Total P.O. Line Items: 0 Total List Amount: $588,870.19 Total Void Amount: $0.00

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
PREMI010		PREMIER RISK MANAGEMENT SOLUTI					
I2700046	07/11/26	SFTY CNSLTNG: 6/01 - 6/30/26	Open	$1,778.80	$0.00		
PROTO005		PROTOUCH COMMUNICATIONS, LLC					
I2700034	07/05/26	JUN SVCS: AFTER-HRS EMERGENCY	Open	$252.05	$0.00		
WAKEF005		REVCO SOLUTIONS					
I2600633	05/31/26	MAY COLLECTIONS	Open	$71.59	$0.00		
SGPLU005		SG PLUMBING, INC.					
P2700014	07/01/26	DEERFIELD PLANT FILTERS/REPIPE	Open	$18,867.88	$0.00		
STHIN005		SHAFER, TROXELL & HOWE, LLC					
P2600276	06/25/26	SPARE PUMP FOR MARTINS PS	Open	$8,235.00	$0.00		
P2700013	07/01/26	DEERFIELD PLANT PRIMEX PUMP	Open	$4,980.00	$0.00		
			Vendor Total:	**$13,215.00**			
SHENA010		SHENANDOAH AIR CONDITIONING					
P2700008	07/07/26	AC REPAIR - WTP	Open	$428.00	$0.00		
SNYDE005		SNYDER ENVIRONMENTAL SERVICES					
P2600284	06/30/26	BEALLAIR PS UPGRADES/INSTALL	Open	$31,650.00	$0.00		
P2700017	07/10/26	INSTALLED FLOW MONITORS CTWWT	Open	$534.00	$0.00		
			Vendor Total:	**$32,184.00**			
STEVE015		STEVE WILLIAMS JR					
I2700044	07/22/26	PER DIEM: 8/08 - 8/12/26	Open	$306.00	$0.00		
STEVE005		STEVEN FARIAS					
I2700043	07/22/26	PER DIEM: 8/08 - 8/12/26	Open	$306.00	$0.00		
STONE005		STONER ENTERPRISES INC					
I2700035	07/07/26	SVC @ 661 S GEORGE ST	Open	$81.42	$0.00		
CITHO005		THE CI THORNBURG CO, INC.					
I2700050	07/15/26	CHLORINE	Open	$4,649.58	$0.00		
P2600261	06/16/26	510M SMART POINTS	Open	$10,100.55	$0.00		
P2600266	06/18/26	510M SMART POINTS	Open	$10,100.55	$0.00		
			Vendor Total:	**$24,850.68**			
THOMA005		THOMAS NALLS					
I2700036	07/22/26	JUL TANK LOT RENT	Open	$4,154.02	$0.00		
TROJA005		TROJAN TECHNOLOGIES CORP					
P2700001	07/03/26	UV MODULES PARTS - TUSC	Open	$257.28	$0.00		
WVWAT005		WV WATER DEVELOPMENT AUTH					
I2700060	07/22/26	#2017-175 INFRSTRCTR FNDPRJCT	Open	$1,437.01	$0.00		
XYLEM020		XYLEM WATER SOLUTIONS U.S					
P2600282	06/29/26	PORTABLE PUMP	Open	$965.00	$0.00		

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
FREDE005		FREDERICKTOWNE LABS INC	*Account Continued*				
			Vendor Total:	**$36,178.14**			
GERAL005		GERALD TAYLOR CO., INC.					
I2700029	07/07/26	PUMP / TRANSPORT	Open	$597.06	$0.00		
I2700030	07/07/26	SUPERVAC	Open	$1,100.51	$0.00		
			Vendor Total:	**$1,697.57**			
GUTTM005		GUTTMAN ENERGY					
I2700031	07/05/26	W/E 7/05/26	Open	$1,814.15	$0.00		
I2700048	07/12/26	W/E 7/12/26	Open	$2,371.68	$0.00		
			Vendor Total:	**$4,185.83**			
GWIND005		GWIN DOBSON & FOREMAN INC					
I2600638	06/30/26	PROJ: 24054-25001 CS PROJECT	Open	$28,920.14	$0.00		
HDSUP005		HD SUPPLY INC					
P2700007	07/07/26	MISC CTWWTP	Open	$1,387.58	$0.00		
P2700021	07/14/26	BLUEBOOK ORDER WTP	Open	$1,047.39	$0.00		
P2700023	07/14/26	MISC WTP	Open	$2,806.84	$0.00		
P2700026	07/15/26	DECHLORINATION TABLET	Open	$134.70	$0.00		
			Vendor Total:	**$5,376.51**			
HRIIN005		HRI, INC.					
I2600639	06/30/26	CS PROJECT - PAY APP NO. 16	Open	$109,786.79	$0.00		
INTEL005		INTELLIPOINT TECHNOLOGIES					
I2700047	07/10/26	IT-REGULAR-REMOTE	Open	$100.00	$0.00		
INWOO005		INWOOD QUARRY, INC.					
I2700032	07/07/26	PICKUPS: 7/07/26	Open	$935.33	$0.00		
KAYCA005		KAY CASTO & CHANEY PLLC					
I2600632	06/30/26	GRNFLD: THRU 3/31/26	Open	$422.50	$0.00		
MCKIN005		MCKINNEYS AUTO REPAIR & TOWING					
P2700019	07/10/26	TRUCK INSPECTION-MAINTENANCE	Open	$14.00	$0.00		
MISSU005		MISS UTILITY OF WV, INC.					
I2600631	06/09/26	MESSAGE FEES: MAY	Open	$623.10	$0.00		
I2700033	07/08/26	MESSAGE FEES: JUN	Open	$646.35	$0.00		
			Vendor Total:	**$1,269.45**			
MOODY005		MOODY'S INVESTORS SERVICE					
I2700055	07/16/26	ANNUAL FEE: 7/01/25 - 6/30/26	Open	$500.00	$0.00		
MRROO005		MR ROOTER PLUMBING OF THE SHEN					
P2700018	07/10/26	401 E 7TH AVE LATERAL REPAIR	Open	$6,983.00	$0.00		
POTES005		POTESTA & ASSOCIATES, INC					
P2600002	02/13/26	CT TESTING PROJ 0101-25-0138	Open	$840.00	$0.00		

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
COMPR005		COMPRESSED AIR SERVICES, INC	*Account Continued*				
P2700016	07/10/26	PART FOR AIR COMPR AT WTP	Open	$841.49	$0.00		
COREM005		CORE & MAIN INC					
P2600207	05/20/26	WATER STOCK	Open	$232.08	$0.00		
CORPO005		CORPORATION OF RANSON					
I2600630	06/30/26	JUN UT COLLECTIONS	Open	$5,054.93	$0.00		
COYNE005		COYNE CHEMICAL INC					
I2600634	06/30/26	CONTAINER RETURNS	Open	60.00-	$0.00		
I2600635	06/30/26	CONTAINER RETURNS	Open	30.00-	$0.00		
I2600636	06/30/26	CONTAINER RETURNS	Open	2,544.00-	$0.00		
I2600637	06/30/26	CONTAINER RETURNS	Open	45.00-	$0.00		
I2700025	07/02/26	CP - 837	Open	$7,494.18	$0.00		
I2700049	07/09/26	CES PACL 2040	Open	$2,217.40	$0.00		
I2700056	07/16/26	MICRO C2000	Open	$3,916.80	$0.00		
I2700057	07/16/26	CES PACL 2035	Open	$3,499.20	$0.00		
			Vendor Total:	**$14,448.58**			
CUMMI010		CUMMINS, INC					
P2600252	06/11/26	NEW WATER PUMP-BURNS BOOSTER	Open	$4,081.53	$0.00		
DAVID015		DAVID STAUBS					
I2700040	07/22/26	MILEAGE: 6/30 - 7/01/26	Open	$44.37	$0.00		
DEPTO010		DEPT OF ENVIRONMENTAL PRO					
I2700027	07/01/26	WAR ADMIRAL PS	Open	$200.00	$0.00		
I2700028	07/01/26	NORTHPORT PS	Open	$200.00	$0.00		
			Vendor Total:	**$400.00**			
DEPTO005		DEPT OF ENVIRONMENTAL PROTECTI					
I2700045	07/06/26	DEERFIELD PRMTRNWL: GRNDWTRPI	Open	$214.80	$0.00		
DERIC005		DERICK TITUS					
I2700041	07/22/26	PER DIEM: 8/12 - 8/13/26	Open	$48.00	$0.00		
I2700042	07/22/26	PER DIEM: 8/23 - 8/28/26	Open	$374.00	$0.00		
			Vendor Total:	**$422.00**			
DANRY005		DR ACQUISITIONS LLC					
I2700026	07/22/26	REIMURSEMENT XYLEM	Open	$6,962.70	$0.00		
EPLUS005		E PLUS TECHNOLOGY INC					
P2600072	03/24/26	NINJA MDM CORE	Open	$1,950.00	$0.00		
EXCEL010		EXCELSIOR BLOWER SYSTEMS					
P2600239	06/04/26	SBR BLOWER #2 BEARING/SEAL REP	Open	$7,924.00	$0.00		
FREDE005		FREDERICKTOWNE LABS INC					
I2700051	07/16/26	TESTING	Open	$3,708.00	$0.00		
I2700052	07/16/26	TESTING	Open	$25,065.60	$0.00		
P2700033	07/01/26	SAMPLING PLAN - WWTP UPGRADES	Open	$7,404.54	$0.00		

Charles Town Utility Board
Purchase Order Listing By Vendor Name

Ranges	Item Status	Purchase Types	Misc
Range: *First to Last*	***Open:*** *N*	***Bid:*** *Y*	***P.O. Type:*** *All*
Rcvd Batch Id Range: *First to Last*	***Void:*** *N*	***State:*** *Y*	***Format:*** *Condensed*
Paid Date Range: *07/22/26 to 06/30/27*	***Paid:*** *Y*	***Other:*** *Y*	***Include Non-Budgeted:*** *Y*
	Held: *N*	***Exempt:*** *Y*	***Prior Year Only:*** *N*
	Aprv: *N*		***Vendors:*** *All*
	Rcvd: *N*		

Vendor # / P.O. #	PO Date	*Name* / Description	Status	Amount	Void Amount	Contract	PO Type
3RDTI005		3RD TIME TRUCKING					
I2600623	06/10/26	HAULING	Open	$322.88	$0.00		
I2600624	06/18/26	HAULING	Open	$499.28	$0.00		
			Vendor Total:	**$822.16**			
WILLI015		ALL AMERICAN PAVING					
I2700037	07/10/26	ASPHALT: 5/7, 5/19, 5/22, 5/29	Open	$14,439.00	$0.00		
I2700038	07/10/26	ASPHALT & CONCRETE: MISC DATES	Open	$14,160.00	$0.00		
			Vendor Total:	**$28,599.00**			
AMCSG005		AMCS GROUP INC					
I2700058	07/01/26	FIELD SERVICE	Open	$34,646.63	$0.00		
ANDRE005		ANDREAS HALE					
I2700039	07/22/26	PER DIEM: 8/08 - 8/12/26	Open	$306.00	$0.00		
ANTIE005		ANTIETAM ELECTRICAL CONTRACTOR					
P2700025	07/15/26	SVC CALL FOR WTP	Open	$648.76	$0.00		
ARDEN005		ARDEN EQUIPMENT REPAIR, INC					
P2700027	07/16/26	MOWERS	Open	$517.40	$0.00		
BECKE005		BECK ELECTRIC ACTUATORS					
P2600155	05/01/26	BECK SBR BLOWER INLET VALVES	Open	$38,707.00	$0.00		
CHAMP005		CHAMPION OUTPUT SOLUTIONS INC					
I2600625	06/30/26	PRINTING SVCS JUN	Open	$3,265.18	$0.00		
I2600626	06/30/26	POSTAGE 4 PRINTING SVCS JUN	Open	$8,340.60	$0.00		
			Vendor Total:	**$11,605.78**			
CHARL030		CHARLES TOWN SEWER					
I2700053	07/22/26	JUN FUNDING	Open	$48,576.17	$0.00		
CHARL065		CHARLES TOWN UTILITY BOARD					
I2700059	07/22/26	SW CIF TRF CS PROJ 10341291	Open	$23,318.79	$0.00		
CHARL035		CHARLES TOWN WATER					
I2700054	07/22/26	JUN FUNDING	Open	$34,332.84	$0.00		
CITYO005		CITY OF CHARLES TOWN					
I2600627	06/30/26	UB COLLECTIONS JUN	Open	$23,313.45	$0.00		
I2600628	06/30/26	2025 FLU SHOTS	Open	$162.00	$0.00		
I2600629	06/30/26	JUN UTILITIES@ 661 S GEORGE ST	Open	$1,823.74	$0.00		
I2700024	07/07/26	AUG RENT@ 661 S GEORGE ST	Open	$2,550.00	$0.00		
			Vendor Total:	**$27,849.19**			
COMPR005		COMPRESSED AIR SERVICES, INC					

CHARLES TOWN UTILITY BOARD

Wednesday, July 22, 2026

Regular Meeting

661 South George Street
Charles Town, WV 25414

Next Meeting - August 12, 2026 at 4:00 P.M.