

**Water & Sanitary Board Agenda**  
**Thursday, Dec. 1, 2022**  
**12:30 p.m.**  
**Town Hall**  
**104 N. King St.**  
**Shepherdstown, WV 25443**  
**Masks - Optional**

1. Call to Order
2. Review and approval of Draft Water and Sanitary Board Minutes of Oct. 27, 2022
3. Visitors – Brooks Crislip, Dr Reedy
4. Finances
  - a. Financial Statements
5. Flow and Quality Reports
  - a. (1) Water – Reports – Information item
  - b. (2) Sewer – Reports - information item
6. Unfinished Business
  - a. Water Plant Improvement Project – report by Jeff Ekstrom
  - b. Update on Water Distribution Project – Phone Conference with Army Corp of Engineers – Report by Jeff Ekstrom
  - c. Jefferson County Board of Education - Project report
  - d. American Water Works - representative
  - e. Dr. Reedy – Testing of influent at Wastewater Plant
7. Old Business
  - a. Hydrant Report – enclosure in packet – same as last month
  - b. PFAS – Testing – Than Hitt e-mail – contacted by e-mail (No response yet)
  - c. Vehicle for Water Plant – No more ordering of vehicles – Must look for one on lot – Charles Coe to report on progress
  - d. Action Items: - F. Welch to update titles – 401.31 Wa. – Change to Billed Backwash (Paid to Sewer) – 401.31 Sw. – Change to Sewer Plant water usage  
F. Welch to report on validity of “Sewer Billing”- Checked numbers and everything is good.  
J. Auxer to ask D. Decker for a response time.  
B. Bennett to verify that water balance sheet report contained data as of August, 2022. sheet included in packet.  
J. Ekstrom to explain detail on the water distribution project.

8. Mayor's Report
9. Next meeting date – ?
10. Summarize Action Items from this meeting
11. Draft Agenda for next meeting
12. Adjournment

# Shepherdstown Waterworks

## Balance Sheet

As of August 31, 2022

		TOTAL
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
RESERVED FUNDS BANKING		
131.25 JSB Water Bond Depreciation 5234		554,802.29
131.26 JSB Working Capital Reserve 2736		889.40
132.1 Capital I&R Fund 6217		
132.11 Cap. I & R Reserve Funds - Use		684,056.58
132.12 I&R -Working Capital Reserve		370,000.00
Total 132.1 Capital I&R Fund 6217		1,054,056.58
Total RESERVED FUNDS BANKING		1,609,748.27

# Shepherdstown Waterworks

## Balance Sheet As of August 31, 2022

	TOTAL
RESTRICTED FUNDS BANKING	
133 Other Special Deposits	
133.1 JSB Cap.Capacity Acct 6082	1,772,076.55
133.5 Water Engineering Fees 6217	0.00
Christian Caine Jewelers Inc	1,409.25
Chriswood-STEP #1-was Westfield	0.00
Dan Ryan Builders	1,561.12
Dan Ryan-Mason Prop. STEP #1	0.00
Elliott Mason Estates-STEP #1	0.00
Elliott Mason Estates-STEP #2	0.00
Faraway Farms-STEP #1	0.00
Hartzell Gardens-STEP #1	0.00
K E Colonial, LLC	3,830.00
Kensington Townhouse Sub-STEP#1	892.87
Kensington Townhouse Sub-STEP#2	1,456.87
Mark Col Hills 480/PH#1-STEP #1	639.00
Mark Col Hills 480/PH#2-STEP #2	848.02
Mark Col Hills 480/PH#3-STEP #2	109.04
North Hills(Cress Creek)-STEP#1	0.00
North Hills(Cress Creek-STEP #2	0.00
Potomac Crossing-STEP #1	0.00
Rankin Properties, Christian Ca	552.00
Rankin Properties-STEP #1	0.00
Roc's	-1,679.00
Seneca Crossing LLC Phase I	661.87
Seneca Crossing LLC Phase II	781.87
Seneca Crossing-Rt 45-STEP #1	134.62
Seneca Crossing-Rt 45-STEP #2	-29.62
Sheetz - 1&2	1,730.50
Shep East Dev LLC-STEP #2	1,780.75
Shep. East Dev. LLC-STEP #1	756.25
Shepherdstown Public Library	500.00
Tollhouse (was Banbury)-STEP #1	264.32
Tollhouse Woods (Derr)-STEP #2	1,646.87
Town Run Commons-STEP #1	0.00
Town Run Commons-STEP #2	0.00
Twin Oaks Subdivision-STEP #1	206.81
W.Knighten-STEP #1	0.00
Wild Goose LLC-STEP #1	0.00
Wild Goose LLC-STEP #2	0.00



# Shepherdstown Waterworks

Balance Sheet  
As of August 31, 2022

	TOTAL
<b>Total 133.5 Water Engineering Fees 6217</b>	<b>18,053.41</b>
<b>Total 133 Other Special Deposits</b>	<b>1,790,129.96</b>
JSB Water Plant Upgrade 8238	1,245,121.10
WV Municipal Bond Funds	
WV Mun Bond-2003 Series A Bond	
126.1 Cash-Revenue#SHE-W-1-03-A-JE-12	10,354.94
127.1 Cash-Reserve#SHE-W-2-03-A-JE-12	24,756.89
127.1a Cash-Depr. #SHE-W-3-03-A-JE-12	489,842.10
<b>Total WV Mun Bond-2003 Series A Bond</b>	<b>524,953.93</b>
WV Mun Bond-2003 Series B Bond	
126.2 Cash-Revenue#SHE-W-1-03-B-JE-12	32,890.39
127.2 Cash-Reserve#SHE-W-2-03-B-JE-12	79,296.39
<b>Total WV Mun Bond-2003 Series B Bond</b>	<b>112,186.78</b>
WV Mun Bond-2012 Series Bond	
126.3 Cash-Revenue#SHE-W-1-12-X-JE-12	34,932.03
127.3 Cash-Reserve#SHE-W-2-12-X-JE-12	125,659.93
<b>Total WV Mun Bond-2012 Series Bond</b>	<b>160,591.96</b>
WV Municipal 2017 Bond	
126.4 JSB WV Mun Bond-2017 \$ 8085	343,014.69
126.5 Cash Revenue #SHE-W-1-17-X-JE-1	78,218.98
127.4 17 Reserve SHE-W-2-17-X-JE-12	161,645.83
<b>Total WV Municipal 2017 Bond</b>	<b>582,879.50</b>
WV Municipal 2021 Bond	
126.7 SHE-W-1-21-X-JE-12 - 21 Water Revenue	8,305.98
127.7 SHE-W-2-21-X-JE-12	9,124.01
<b>Total WV Municipal 2021 Bond</b>	<b>17,429.99</b>
<b>Total WV Municipal Bond Funds</b>	<b>1,398,042.16</b>
<b>Total RESTRICTED FUNDS BANKING</b>	<b>4,433,293.22</b>
UNRESTRICTED FUNDS BANKING	
131.2 Cash at Bank	
131.23 DR/CR Revenue Account-All Funds (deleted)	-184.00
DR/CR-All Funds-Cust Dep Fund (deleted)	2,538.00
Customer Deposit Funds (deleted)	138.00
<b>Total DR/CR-All Funds-Cust Dep Fund (deleted)</b>	<b>2,676.00</b>

# Shepherdstown Waterworks

Balance Sheet  
As of August 31, 2022

	TOTAL
<b>Total 131.23 DR/CR Revenue Account-All Funds (deleted)</b>	<b>2,492.00</b>
<b>Total 131.2 Cash at Bank</b>	<b>2,492.00</b>
131.21 JSB Water Operating General Funds 6217	61,129.82
Reserved Funds 6217	-1,054,056.58
Restricted Portion 6217	-18,053.41
<b>Total 131.21 JSB Water Operating General Funds 6217</b>	<b>-1,010,980.17</b>
<b>Total UNRESTRICTED FUNDS BANKING</b>	<b>-1,008,488.17</b>
<b>Total Bank Accounts</b>	<b>\$5,034,553.32</b>
Accounts Receivable	
141 A/R, Water Customer Billing	211,522.70
142 Other Receivables	
142.5 Other Receivables	0.00
142.6 Bond Draws Receivable	0.00
142.9 CARES Act Reimbursements	0.00
<b>Total 142 Other Receivables</b>	<b>0.00</b>
143 Allow. for Doubtful Accounts	-5,000.00
<b>Total Accounts Receivable</b>	<b>\$206,522.70</b>
Other Current Assets	
142.71 Due to/From Govt Funds	390,693.11
142.20 Customer Deposit Interest	16,072.23
142.3 Customer Deposit Funds	72,336.73
142.30 DR/CR Customer Deposits (deleted)	-4,651.10
<b>Total 142.71 Due to/From Govt Funds</b>	<b>474,450.97</b>
162 Prepaid Expenses	
162.1 Commercial Ins	0.00
162.2 Prepaid I/T Services	0.00
162.3 Flood Insurance	0.00
162.4 Other Prepaids	0.00
<b>Total 162 Prepaid Expenses</b>	<b>0.00</b>
253.20 Deferred Inflows	-98,740.50
Due to/from Sewer	-5,722.36
Uncategorized Asset	0.00
<b>Total Other Current Assets</b>	<b>\$369,988.11</b>
<b>Total Current Assets</b>	<b>\$5,611,064.13</b>

# Shepherdstown Waterworks

## Balance Sheet

As of August 31, 2022

	TOTAL
<b>Fixed Assets</b>	
105 Fixed Asset-Constr. In Progress	
105.10 New Street Utility Repl-1/3cost	0.00
105.11 Air Mixing System	0.00
105.12 Water Line Replacement	0.00
105.13 Raw Water Intake	0.00
105.14 Water Plant Upgrade	1,665,446.47
105.15 Upgrade Mecklenburg	7,280.00
105.4 Automatic Meter Reading	0.00
105.5 New High Service Pumps	
Contractor Costs-High Svc Pump	0.00
Engineering Costs (High Svc)	0.00
Other Costs (High Svc Pumps)	0.00
<b>Total 105.5 New High Service Pumps</b>	<b>0.00</b>
105.6 GAC Filter Bench Scale/Testing	0.00
105.7 Water Impr-Revised Project #2	
Engineering Costs-Final Project	0.00
Engineering Costs-Initial proj.	0.00
Other Project Costs	0.00
<b>Total 105.7 Water Impr-Revised Project #2</b>	<b>0.00</b>
105.73 CIP-High Service Expenses	0.00
105.74 CIP-Turbidity Meter/Accessories	0.00
105.8 Water Loop Maddex to Shep Soccr	0.00
105.9 Water Line Repl-Rt 480-use Cap.	0.00
<b>Total 105 Fixed Asset-Constr. In Progress</b>	<b>1,672,726.47</b>
<b>Fixed Asset Adjustments</b>	
108 Accum. Depr., Utility Plant	-3,852,385.09
114 Utility Plant Acquisition Adj.	0.00
115 Accum. Amort, Utility Plant Adj	0.00
<b>Total Fixed Asset Adjustments</b>	<b>-3,852,385.09</b>
<b>Fixed Assets (All Funds)</b>	
301.1 Intangible Plant	1,536.84
303 Land & land Rights-Pump	17,863.09
304.1 Building Improvements	0.00
304.2 Structures & Impr-Source	10,935.00
304.3 Structures & Impr.-Pump	969,411.62
311 Electric Pumping Equip.	409,933.06
320 Purification System	1,349,209.72
330 Distribution Reservoirs	4,012,501.14
331 Distribution Mains	5,152,779.74

# Shepherdstown Waterworks

Balance Sheet  
As of August 31, 2022

	TOTAL
334 Meters	704,012.01
335 Hydrants	65,347.80
340 Office Furn/Fixtures/Equip	0.00
341 Transportation Equip.	58,001.90
343.1 Shop Equipment	13,639.56
343.2 Tools & Work Equipment	0.00
343.3 Computer Software	1,973.00
<b>Total Fixed Assets (All Funds)</b>	<b>12,767,144.48</b>
<b>Total Fixed Assets</b>	<b>\$10,587,485.86</b>
<b>TOTAL ASSETS</b>	<b>\$16,198,549.99</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
231 Accounts Payable-General	-4,094.25
231.1 Accounts Payable, Vendor	35,696.48
231.6 Accounts Payable, Other	0.00
<b>Total 231 Accounts Payable-General</b>	<b>31,602.23</b>
<b>Total Accounts Payable</b>	<b>\$31,602.23</b>
Other Current Liabilities	
221 Bond Payable-Current	
221.1 WV DWTRF Series A Bond (2003)	0.00
221.2 WV DWTRF Series B Bond (2003)	0.00
221.3 WVIJDC Bond for Tanks (2012)	0.00
221.4 17 Water Revenue/Reserve	0.00
221.50 JSB Water Plant Upgrade Bond Loan 1251 Current	0.00
<b>Total 221 Bond Payable-Current</b>	<b>0.00</b>
235 Customer Dep/Int Pay.-Cash Acct	0.00
235.00 Customer Dep. Interest Payable	16,181.69
235.01 Customer Deposit Funds Payable	72,336.73
Customer Dep. Checking Exp.	0.00
<b>Total 235 Customer Dep/Int Pay.-Cash Acct</b>	<b>88,518.42</b>
238 Accrued Interest Payable	
238.1 Accrued Interest-Bonds Payable	
238.11 Accrued Interest 2003-B Bond	257.67
238.12 Accrued Int.-Water Tanks Bond	2,703.49
238.13 Accrued Interest 2017 Bond	29,862.37
238.14 Accrued Interest 2021 Bond	2,359.06
<b>Total 238.1 Accrued Interest-Bonds Payable</b>	<b>35,182.59</b>

# Shepherdstown Waterworks

## Balance Sheet

As of August 31, 2022

	TOTAL
<b>Total 238 Accrued Interest Payable</b>	<b>35,182.59</b>
241 Misc. Current/Accrued Liab.	
241.1 A/P, Compensated Absences	34,709.94
241.11 Engineering Review Fees	-420.00
Christian Caine Jewelers Inc	1,409.25
Chriswood-STEP #1-was Westfield	0.00
Dan Ryan Builders	1,561.12
Dan Ryan-Mason Prop.-STEP #1	0.00
Elliott Mason Estates-STEP #1	7.00
Elliott Mason Estates-STEP #2	413.00
Faraway Farms-STEP#1	0.00
Hartzell Gardens-STEP #1	0.00
K E Colonial, LLC	3,830.00
Kensington Townhouse Sub-STEP#1	892.87
Kensington Townhouse Sub-STEP#2	1,456.87
Mark Col Hills 480/PH#1-STEP #1	639.00
Mark Col Hills 480/PH#2-STEP #2	848.02
Mark Col Hills-480/PH#3-STEP #2	109.04
North Hills(Cress Creek)-STEP#1	0.00
North Hills(Cress Creek)STEP #2	699.25
Potomac Crossing-STEP #1	-699.25
Rankin Properties, Christopher	552.00
Rankin Properties-STEP #1	0.00
Roc's	-1,679.00
Seneca Crossing LLC Phase I	661.87
Seneca Crossing LLC Phase II	781.87
Seneca Crossing-Rt 45-STEP #1	134.62
Seneca Crossing-Rt 45-STEP #2	-1,810.37
Sheetz - 1&2	1,730.50
Shep East Dev LLC-STEP #2	3,561.50
Shep. East Dev. LLC-STEP #1	756.25
Shepherdstown Public Library	500.00
Tollhouse (was Banbury) Step #1	264.32
Tollhouse Woods (Derr)-STEP #2	1,646.87
Town Run Commons-STEP #1	0.00
Town Run Commons-STEP #2	0.00
Twin Oaks Subdivision-STEP #1	206.81
W.Knighten-STEP #1	0.00
Wild Goose LLC-STEP #1	0.00
Wild Goose LLC-STEP #2	0.00

# Shepherdstown Waterworks

Balance Sheet  
As of August 31, 2022

	TOTAL
<b>Total 241.11 Engineering Review Fees</b>	<b>18,053.41</b>
241.2 Accrued Wages/ER Taxes Payable	1,613.69
241.3 Deferred Revenues	0.00
241.4 Other Payables	0.00
241.5 PEIA OPEB ARC Accrued Liability	-2,796.43
<b>Total 241 Misc. Current/Accrued Liab.</b>	<b>51,580.61</b>
<b>Total Other Current Liabilities</b>	<b>\$175,281.62</b>
<b>Total Current Liabilities</b>	<b>\$206,883.85</b>
Long-Term Liabilities	
186.20 Deferred Outflows	-32,069.19
221. Bond Payable-Long term	
221.11 WV DWTRF Series A Bond (2003)	268,113.00
221.12 WV DWTRF Series B Bond (2003)	154,616.00
221.13 WVIJDC Bond for Tanks (2012)	3,244,191.00
221.14 17 Water Revenue/Reserve	2,375,000.00
221.15 JSB Water Plant Upgrade Bond Loan 1251	1,192,859.62
<b>Total 221. Bond Payable-Long term</b>	<b>7,234,779.62</b>
<b>Total Long-Term Liabilities</b>	<b>\$7,202,710.43</b>
<b>Total Liabilities</b>	<b>\$7,409,594.28</b>
Equity	
215 Retained Earnings	7,621,067.36
271 Contrib. in aid of Construction	1,069,125.91
Net Income	98,762.44
<b>Total Equity</b>	<b>\$8,788,955.71</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$16,198,549.99</b>

**DRAFT MINUTES**  
**CORPORATION OF SHEPHERDSTOWN, WEST VIRGINIA**  
**WATER & SANITARY BOARDS**

October 27, 2022

**ATTENDEES:** **Water Board** – J. Auxer (Mayor), J. Bresland, J. Ford, S. Kemnitzer (Chair), S. Knuppel (phone), C. Stroeck  
**Sanitary Board** – J. Auxer (Chair), H. Heyser, R. Keller  
**Town Staff** – B. Bennett, K. Shipley, F. Welch  
**Visitors:** None

1. **CALL TO ORDER.**

The Water and Sanitary Boards meeting was called to order by S. Kemnitzer at 12:32 p.m.

2. **MINUTES FROM PRIOR MEETING.**

The proposed minutes of the October 5, 2022, regular meeting were reviewed and approved as submitted.

R. Keller raised an issue for which discussion was deferred to the Financial Statements section of the meeting (see below).

3. **VISITORS.** - No visitor comments.

4. **FINANCES.**

4.a **FINANCIAL STATEMENTS.**

R. Keller noted that for 2 items in the billing statements - 'Water Billing - Plant' in the sewer statements and 'Sewer Billing - Plant' in the water statements - the item titles are confusing. S. Kemnitzer agreed. It was decided that the Staff should recommend updated titles.

**ACTION ITEM: STAFF (F. WELCH) TO RECOMMEND UPDATED TITLES FOR THE 2 ITEMS IN QUESTION AT NEXT MONTH'S MEETING.**

R. Keller asked why the values of the 2 items mentioned above are so different - \$2,250 for water and \$67,645 for sewer. F. Welch explained that sewer used a lot of water due to some of the actions taken during the month. R. Keller stated that the amount paid by Water for sewer services appears to be quite low. F. Welch stated that he would have to investigate that.

**ACTION ITEM: F. WELCH TO REPORT ON THE VALIDITY OF THE 'SEWER BILLING - PLANT' ITEM AT NEXT MONTH'S MEETING.**

R. Keller raised an issue regarding the 'Sewer Plant Maintenance' item in the sewer Budget vs Actuals report. The value of the item contains the amount set aside for membrane replacement. It R. Keller's understanding the this amount was to be accounted for separately from ongoing maintenance expenses. In the ensuing discussion it was decided to ask D. Decker to advise us on how to best account for the membrane replacement costs.

**ACTION ITEM: J. AUXER TO ASK D. DECKER FOR A RESPONSE IN TIME FOR NEXT MONTH'S MEETING.**

S. Kemnitzer noted that the water Balance Sheet report is dated April 30, 2022 when all the other reports are as of August 2022. B. Bennett stated that she thought it was just a typo and that she would check that.

He also stated that there is a hydrant, for which we are responsible, that has recently been reported out of service at Cress Creek which has not yet been included in the report.

**7.b PFAS - TESTING.**

F. Welch said that he intends to speak with Than Hitt and Andrea Tokranov of the USGS concerning doing testing of the Shepherdstown water supply, including PFAS tests.

**7.c VEHICLE FOR WATER PLANT.**

K. Shipley reported on the issues regarding purchase of a new vehicle that had been approved by the Water board several months ago. The low-bidder reneged on the deal due to the unavailability of the proposed vehicle. K. Shipley is currently looking at the used-vehicle market for an acceptable-quality vehicle that can be obtained within the approved budget.

**8. MAYOR'S REPORT.**

J. Auxer reported that the American Rescue Plan grant of \$429K has been received and that the Finance Committee recommended allocating the money to address the current issue with the fan press at the sewer plant.

H. Heyser thanked F. Welch and K. Shipley for their help at the Finance committee meeting.

J. Auxer stated that the recommendation would go before the Town Council for a final vote at their next meeting.

**9. NEXT MEETING DATE.**

Next meeting is scheduled for December 1 12:30 p.m. at Town Hall.

**10. SUMMARIZE ACTION ITEMS FROM THIS MEETING.**

4.a: Staff (F. Welch) To recommend updated titles for the 2 items in question at next month's meeting.

4.a: F. Welch to report on the validity of the 'Sewer Billing - Plant' item at next month's meeting.

4.a: J. Auxer to ask D. Decker for a response in time for next month's meeting. ✓

4.a: B. Bennett to verify that the water balance sheet report contained data as of August 2022. ✓

6.b: J. Ekstrom to provide some detail on next steps in the water distribution project.

**11. DRAFT AGENDA FOR NEXT MEETING.**

**12. ADJOURNMENT.** S. Kemnitzer adjourned the meeting at 1:23 p.m.

**Respectfully Submitted:** J. Ford



# Shepherdstown Sewer

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
Customer Deposit Funds (deleted)	0.00	28,293.54
Customer Deposit Interest (deleted)	0.00	8,636.04
RESERVED FUNDS BANKING		
132 Special Deposits (Reserved)		
132.1 Capital Reserve Fund	0.00	0.00
132.11 Capital I & R Reserve Funds Use 8626	488,005.92	488,005.92
132.12 I&R -Working Capital Reserve 8626	160,000.00	160,000.00
<b>Total 132.1 Capital Reserve Fund</b>	<b>648,005.92</b>	<b>648,005.92</b>
<b>Total 132 Special Deposits (Reserved)</b>	<b>648,005.92</b>	<b>648,005.92</b>
Sewer Working Capital Reserve 5846	698.73	685.46
<b>Total RESERVED FUNDS BANKING</b>	<b>648,704.65</b>	<b>648,691.38</b>
RESTRICTED FUNDS BANKING		
133 Other Special Dep. (Restricted)		
133.1 Checking-Sewer Cap. Capacity 5993	634,473.20	622,420.34
133.5 Engineering Review Fees 8626		
Dan Ryan Builders	1,561.13	1,561.13
K E Colonial, LLC	3,830.00	3,830.00
Kensington Townhouse Sub-Step#1	892.88	892.88
Kensington Townhouse Sub-Step#2	1,456.88	1,456.88
Mark Col Hills 480/PH#1-Step#1	639.00	639.00
Mark Col Hills 480/PH#2-Step #2	847.23	847.23
Mark Col Hills 480/PH#3-Step #2	109.04	109.04
Rankin Properties, Christopher	500.00	500.00
Roc's	-1,679.00	-1,679.00
Seneca Crossing LLC Phase I	661.88	661.88
Seneca Crossing LLC Phase II	781.88	781.88
Seneca Crossing-RE 45-step #1	134.62	134.62
Seneca Crossing-RT 45-Step#2	-29.63	-29.63
Sheetz 1&2	1,923.50	1,923.50
Shep East Dev LLC-Step #1	756.25	756.25
Shep East Dev LLC-Step #2	1,780.75	1,780.75
Shepherdstown Public Library	500.00	500.00
Tollhouse (was Banbury)-Step #1	264.33	264.33
Tollhouse Woods (Derr)-Step #2	1,646.88	1,646.88
Twin Oaks Subdivision-Step #1	206.81	206.81

# Shepherdstown Sewer

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total 133.5 Engineering Review Fees 8626</b>	<b>16,784.43</b>	<b>16,784.43</b>
Restricted Funds at Local Bank		
133.43 Sewer Membrane Repl. Fund Ckg. 7180	768,517.54	537,606.44
133.44 Sewer Bond Depr. Reserve Ckg. 1179	432,849.28	400,459.68
<b>Total Restricted Funds at Local Bank</b>	<b>1,201,366.82</b>	<b>938,066.12</b>
WV Municipal Bond Funds		
WV Mun Bond 2010A Fund		
126.1 2010-A Rev. #SHE-S-1-10-A-JE-12	20,514.08	20,306.39
127.1 2010-A Res. #SHE-S-2-10-A-JE-12	210,751.67	209,773.39
<b>Total WV Mun Bond 2010A Fund</b>	<b>231,265.75</b>	<b>230,079.78</b>
<b>Total WV Municipal Bond Funds</b>	<b>231,265.75</b>	<b>230,079.78</b>
<b>Total 133 Other Special Dep. (Restricted)</b>	<b>2,083,890.20</b>	<b>1,807,350.67</b>
<b>Total RESTRICTED FUNDS BANKING</b>	<b>2,083,890.20</b>	<b>1,807,350.67</b>
UNRESTRICTED FUNDS BANKING		
131.1 Cash on Hand (deleted)		
131.12 Cash in Transit (outside Fund) (deleted)	0.00	-134,319.28
<b>Total 131.1 Cash on Hand (deleted)</b>	<b>0.00</b>	<b>-134,319.28</b>
131.2 Cash at Bank		
131.21 Sewer Operating Account 8626	157,594.85	558,119.64
Reserved Portion 8626	-648,005.92	-648,005.92
Restricted Portion 8626	-16,784.43	-16,784.43
<b>Total 131.21 Sewer Operating Account 8626</b>	<b>-507,195.50</b>	<b>-106,670.71</b>
131.22 Global (was WSG) (deleted)	0.00	85,905.62
131.23 DR/CR Revenue Account-All Funds (deleted)		
DR/CR-All Funds-Cust Dep Fund (deleted)		
Customer Deposit Funds (deleted)	0.00	24,897.01
<b>Total DR/CR-All Funds-Cust Dep Fund (deleted)</b>	<b>0.00</b>	<b>24,897.01</b>
DR/CR-All Funds-Operating Funds (deleted)	0.00	6,619.18
<b>Total 131.23 DR/CR Revenue Account-All Funds (deleted)</b>	<b>0.00</b>	<b>31,516.19</b>
<b>Total 131.2 Cash at Bank</b>	<b>-507,195.50</b>	<b>10,751.10</b>
<b>Total UNRESTRICTED FUNDS BANKING</b>	<b>-507,195.50</b>	<b>-123,568.18</b>
<b>Total Bank Accounts</b>	<b>\$2,225,399.35</b>	<b>\$2,369,403.45</b>
Accounts Receivable		
Accounts Receivable		
141 A/R Sewer Customer Billing	151,134.00	140,035.02
142 Other Receivables		
142.3 Due from General Fund(P/R Acct) (deleted)	0.00	-25,392.27

# Shepherdstown Sewer

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total 142 Other Receivables</b>	<b>0.00</b>	<b>-25,392.27</b>
143 Allow. for Doubtful Accts-All	-5,000.00	-5,000.00
<b>Total Accounts Receivable</b>	<b>146,134.00</b>	<b>109,642.75</b>
<b>Total Accounts Receivable</b>	<b>\$146,134.00</b>	<b>\$109,642.75</b>
Other Current Assets		
253.20 Deferred Inflows	-69,209.19	-88,136.63
Due To/From Govt	245,825.43	96,930.43
Customer Deposit Funds	54,903.67	
Customer Deposit Interest	8,541.83	
<b>Total Due To/From Govt</b>	<b>309,270.93</b>	<b>96,930.43</b>
Due To/From Water	5,722.36	
Other Current Assets		
162 Prepaid Expenses		
162.1 Prepaid Commercial Insurance	0.00	32,554.11
162.4 Other Prepaid Expenses	327.92	327.92
<b>Total 162 Prepaid Expenses</b>	<b>327.92</b>	<b>32,882.03</b>
<b>Total Other Current Assets</b>	<b>327.92</b>	<b>32,882.03</b>
<b>Total Other Current Assets</b>	<b>\$246,112.02</b>	<b>\$41,675.83</b>
<b>Total Current Assets</b>	<b>\$2,617,645.37</b>	<b>\$2,520,722.03</b>
Fixed Assets		
105 Construction in Progress		
105.10 Rehab/Repl. Sewer Mains	0.00	13,472.37
105.11 Replace Cress Creek Station	0.00	603.75
105.15 WWTP Impr. Project #2		
WWTP #2-Engineering Fees	0.00	630.09
WWTP #2-Other Costs	0.00	38,327.51
WWTP #2-Scum Pit Project	0.00	9,330.98
<b>Total 105.15 WWTP Impr. Project #2</b>	<b>0.00</b>	<b>48,288.58</b>
105.16 Sewer Gravity Line Extension	0.00	3,910.00
105.17 Rt 45 Sewer	0.00	5,212.50
105.2 Sewer Plant Improv. Project #1		
105.21 Main Improvement Project		
Engineering Costs-Sewer Plant	0.00	10,000.00
<b>Total 105.21 Main Improvement Project</b>	<b>0.00</b>	<b>10,000.00</b>
<b>Total 105.2 Sewer Plant Improv. Project #1</b>	<b>0.00</b>	<b>10,000.00</b>
<b>Total 105 Construction in Progress</b>	<b>0.00</b>	<b>81,487.20</b>

# Shepherdstown Sewer

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
Fixed Asset Adjustment		
108 Accumulated Depreciation	-4,061,550.27	-6,180,641.91
<b>Total Fixed Asset Adjustment</b>	<b>-4,061,550.27</b>	<b>-6,180,641.91</b>
Fixed Assets		
353.1 Land-Collecting System	1,099.00	1,099.00
353.2 Land-Treatment Plant	63,400.00	63,400.00
354.2 Pumping Systems-S & I	424,410.21	1,120,529.62
354.3 Treatment Systems-S & I	3,023,458.89	3,267,949.81
354.4 Miscellaneous-S & I	914,585.20	1,041,002.64
364 Meter	44,422.27	8,764.70
371 Pumping System-E & I	402,952.28	552,122.19
380 Treatment Systems-E & I	6,876,655.82	8,316,542.16
389.1 General Plant-E & I	0.00	161,749.65
389.2 Collecting System-E & I	1,601,279.00	1,577,792.88
390 Office Furn/Fixtures/Equip	2,326.45	12,713.16
391 Transportation Equip.	125,789.85	125,789.85
393.3 Computer Software	1,973.00	5,762.84
<b>Total Fixed Assets</b>	<b>13,482,351.97</b>	<b>16,255,218.50</b>
<b>Total Fixed Assets</b>	<b>\$9,420,801.70</b>	<b>\$10,156,063.79</b>
<b>TOTAL ASSETS</b>	<b>\$12,038,447.07</b>	<b>\$12,676,785.82</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
231 Accounts Payable	-242,329.00	
231.1 Accounts Payable, Vendor - Cash	249,369.34	0.00
<b>Total 231 Accounts Payable</b>	<b>7,040.34</b>	<b>0.00</b>
<b>Total Accounts Payable</b>	<b>\$7,040.34</b>	<b>\$0.00</b>
Credit Cards		
232 Purchase Card Payable		
232.1 Purchase Card -Sewer Operating	0.00	-318.90
<b>Total 232 Purchase Card Payable</b>	<b>0.00</b>	<b>-318.90</b>
<b>Total Credit Cards</b>	<b>\$0.00</b>	<b>\$ -318.90</b>
Other Current Liabilities		
186.20 Deferred Outflows	-12,930.58	-19,043.35
235 Cust. Dep/Int. Pay-Cash Acct	0.00	0.00
Cust Dep/Int Payable-DR/CR (deleted)	0.00	46.77
Customer Deposit Funds Payable (deleted)	0.00	24,850.24

# Shepherdstown Sewer

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total Cust Dep/Int Payable-DR/CR (deleted)</b>	<b>0.00</b>	<b>24,897.01</b>
Customer Dep Funds Payable	54,903.67	28,289.25
Customer Dep Interest Payable	8,541.83	8,596.99
<b>Total 235 Cust. Dep/Int. Pay-Cash Acct</b>	<b>63,445.50</b>	<b>61,783.25</b>
Current Liabilities		
241.1 A/P, Compensated Absences	58,532.88	42,581.56
241.11 Engineering Review Fees	16,784.43	16,784.43
241.2 Accrued Wages/ER Taxes Payable	1,044.75	4,482.95
241.5 PEIA OPEB ARC Accrued Liability	-1,960.07	28,670.39
<b>Total Current Liabilities</b>	<b>74,401.99</b>	<b>92,519.33</b>
<b>Total Other Current Liabilities</b>	<b>\$124,916.91</b>	<b>\$135,259.23</b>
<b>Total Current Liabilities</b>	<b>\$131,957.25</b>	<b>\$134,940.33</b>
Long-Term Liabilities		
221. Bonds Payable-Long Term		
221.11 2010-A Sewer Bond	4,091,005.00	4,298,145.00
<b>Total 221. Bonds Payable-Long Term</b>	<b>4,091,005.00</b>	<b>4,298,145.00</b>
<b>Total Long-Term Liabilities</b>	<b>\$4,091,005.00</b>	<b>\$4,298,145.00</b>
<b>Total Liabilities</b>	<b>\$4,222,962.25</b>	<b>\$4,433,085.33</b>
Equity		
214 Retained Earnings	5,079,305.54	5,951,271.03
271 Contrib. in Aid of Construction	2,495,029.86	2,495,029.86
Membrane Transfer Equity Budget Only	362,505.00	72,501.00
Net Income	-121,355.58	-275,101.40
<b>Total Equity</b>	<b>\$7,815,484.82</b>	<b>\$8,243,700.49</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$12,038,447.07</b>	<b>\$12,676,785.82</b>

### Note

These financial statements have not been subjected to an audit, review, or compilation engagement, and no assurance is provided on them.

# Shepherdstown Sewer

Budget vs. Actuals: FY2023 (July 2022 - June 2023) - FY23 P&L

July - September, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
419 Sewer Interest Income	8,848.13	9,500.00	-651.87	93.14 %
522 Metered Sewer Revenue	315,749.08	330,000.00	-14,250.92	95.68 %
536 Other Wastewater Revenues		4,265.00	-4,265.00	
<b>Total Income</b>	<b>\$324,597.21</b>	<b>\$343,765.00</b>	<b>\$ -19,167.79</b>	<b>94.42 %</b>
GROSS PROFIT	<b>\$324,597.21</b>	<b>\$343,765.00</b>	<b>\$ -19,167.79</b>	<b>94.42 %</b>
Expenses				
401.1 Sewer Billing Expenses	1,499.36	2,151.25	-651.89	69.70 %
401.2 Sewer Administration	17,874.38	15,450.00	2,424.38	115.69 %
401.3 Sewer Utility Billing	69,895.03	9,000.00	60,895.03	776.61 %
401.4 Sewer Plant Maintenance	14,838.71	46,469.01	-31,630.30	31.93 %
403 Depreciation Expense	88,728.15	100,000.00	-11,271.85	88.73 %
408 Taxes Other than Income	8,109.94	10,263.75	-2,153.81	79.02 %
701 Salaries & Wages	88,342.16	82,457.50	5,884.66	107.14 %
704 Employee Pensions & Benefits	14,859.07	15,510.00	-650.93	95.80 %
711 Sludge Removal	4,794.11	4,250.00	544.11	112.80 %
715 Purchased Power	27,423.73	37,002.00	-9,578.27	74.11 %
718 Chemicals	21,215.87	35,001.00	-13,785.13	60.62 %
731 Contractual Svc-Engineering		1,250.00	-1,250.00	
732 Contractual Svc-Accounting	2,218.76	4,125.00	-1,906.24	53.79 %
733 Contractual Svc-legal	48.50	1,251.00	-1,202.50	3.88 %
735 Contractual Svc-testing	1,432.34	3,000.00	-1,567.66	47.74 %
736 Contracted Services-Other	5,802.27	4,500.00	1,302.27	128.94 %
750 Transportation Expenses	2,759.85	3,750.00	-990.15	73.60 %
757 Insurance-General Liability	11,937.51	10,500.00	1,437.51	113.69 %
759 Insurance-Other	83.33		83.33	
760 Advertising	627.61	500.00	127.61	125.52 %
775 Sewer Admin. Lending Fees	3,592.58		3,592.58	
<b>Total Expenses</b>	<b>\$386,083.26</b>	<b>\$386,430.51</b>	<b>\$ -347.25</b>	<b>99.91 %</b>
NET OPERATING INCOME	<b>\$ -61,486.05</b>	<b>\$ -42,665.51</b>	<b>\$ -18,820.54</b>	<b>144.11 %</b>
Other Income				
419.5 Capacity Accounts Interest	4,207.11	2,000.00	2,207.11	210.36 %
426 Misc. Non-Utility Revenue		250.00	-250.00	
536. Other Wastewater Revenue	8,424.00	12,500.00	-4,076.00	67.39 %
<b>Total Other Income</b>	<b>\$12,631.11</b>	<b>\$14,750.00</b>	<b>\$ -2,118.89</b>	<b>85.63 %</b>
Other Expenses				
Membrane Transfer Reserve Budget Only	72,501.00	39,300.00	33,201.00	184.48 %
Reconciliation Discrepancies	-0.36		-0.36	
<b>Total Other Expenses</b>	<b>\$72,500.64</b>	<b>\$39,300.00</b>	<b>\$33,200.64</b>	<b>184.48 %</b>
NET OTHER INCOME	<b>\$ -59,869.53</b>	<b>\$ -24,550.00</b>	<b>\$ -35,319.53</b>	<b>243.87 %</b>
NET INCOME	<b>\$ -121,355.58</b>	<b>\$ -67,215.51</b>	<b>\$ -54,140.07</b>	<b>180.55 %</b>

# Shepherdstown Sewer

Budget vs. Actuals: FY2023 (July 2022 - June 2023) - FY23 P&L

July - September, 2022

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**Note**

These financial statements have not been subjected to an audit, review, or compilation engagement, and no assurance is provided on them.

# Shepherdstown Sewer

Profit and Loss  
July - September, 2022

	TOTAL	
	JUL - SEP, 2022	JUL - SEP, 2021 (PY)
Income		
419 Sewer Interest Income	3,240.26	3,639.00
419.1 General Fund Bank Acct Interest		1,343.29
419.2 Sewer Bond Funds Interest	937.74	541.72
2010-A Bond Reserve Fund (deleted)		3.70
<b>Total 419.2 Sewer Bond Funds Interest</b>	<b>937.74</b>	<b>545.42</b>
419.3 Membrane Repl. Fund Interest	4,670.13	2,017.46
<b>Total 419 Sewer Interest Income</b>	<b>8,848.13</b>	<b>7,545.17</b>
522 Metered Sewer Revenue	315,749.08	321,285.17
536 Other Wastewater Revenues		
536.1 Reconnect Fees		50.00
<b>Total 536 Other Wastewater Revenues</b>		<b>50.00</b>
<b>Total Income</b>	<b>\$324,597.21</b>	<b>\$328,880.34</b>
GROSS PROFIT	<b>\$324,597.21</b>	<b>\$328,880.34</b>
Expenses		
401.1 Sewer Billing Expenses		
401.11 Billing Software Support		2,033.66
401.12 Message 911 System	273.32	201.98
401.13 Billing Postage Expense	500.19	697.94
401.14 Billing Supplies & Expense	725.85	878.03
401.15 Billing Court/Collection Fees		206.54
<b>Total 401.1 Sewer Billing Expenses</b>	<b>1,499.36</b>	<b>4,018.15</b>
401.2 Sewer Administration		
401.21 Safety Equipment/Expense	355.88	252.45
401.211 Memberships/Dues/Subscriptions	710.94	
401.22 Admin. Communications Expense	10,909.55	6,835.85
401.23 Regulatory Comm. Fees(Yrly Fee)	200.00	200.00
401.24 Admin. Supplies/Expenses	187.26	159.53
401.25 Admin. Cross-Charge	5,400.00	5,400.00
401.26 Admin. Postage		277.19
401.27 Bond Service Fees	110.75	
401.28 Permits & Fees		775.00
<b>Total 401.2 Sewer Administration</b>	<b>17,874.38</b>	<b>13,900.02</b>



# Shepherdstown Sewer

## Profit and Loss

July - September, 2022

	TOTAL	
	JUL - SEP, 2022	JUL - SEP, 2021 (PY)
401.3 Sewer Utility Billing	2,250.46	
401.31 Water Billing-Plant	67,644.57	42,231.43
401.32 Water Billing-Pump Stations		285.24
<b>Total 401.3 Sewer Utility Billing</b>	<b>69,895.03</b>	<b>42,516.67</b>
401.4 Sewer Plant Maintenance	428.45	
401.41 Sewer Uniforms	802.20	978.91
401.42 Maintenance of Collection Plant	930.54	
401.43 Pumping Repairs & Maintenance	1,559.58	7,100.19
401.45 Treatment Purification Supl/Exp	7,449.94	3,612.80
401.46 Treatment Maintenance of Struct	1,428.00	2,879.47
401.47 Treatment Maintenance of Equip	2,240.00	6,705.00
<b>Total 401.4 Sewer Plant Maintenance</b>	<b>14,838.71</b>	<b>21,276.37</b>
403 Depreciation Expense	88,728.15	100,006.68
408 Taxes Other than Income		
408.121 ER FICA	6,744.77	7,004.51
408.122 Work Comp		1,963.52
408.123 Sewer Unemployment Tax Exp	1,365.17	
<b>Total 408 Taxes Other than Income</b>	<b>8,109.94</b>	<b>8,968.03</b>
701 Salaries & Wages		
701.1 Gross Payroll	88,342.16	87,711.47
701.3 Payroll Direct Deposit fees		98.00
<b>Total 701 Salaries &amp; Wages</b>	<b>88,342.16</b>	<b>87,809.47</b>
704 Employee Pensions & Benefits		
704.1 PEIA Health/Life	8,770.04	12,069.22
704.2 PEIA Current OPEB/RHBT		1,334.00
704.3 PEIA ARC OPEB/RHBT		667.00
704.4 ER Annuity Contrib.	6,089.03	4,752.47
<b>Total 704 Employee Pensions &amp; Benefits</b>	<b>14,859.07</b>	<b>18,822.69</b>
711 Sludge Removal	4,794.11	8,992.68
715 Purchased Power	0.00	
715.1 Diesel Fuel	531.16	387.15
715.2 Electric Power	26,892.57	25,869.39
<b>Total 715 Purchased Power</b>	<b>27,423.73</b>	<b>26,256.54</b>
718 Chemicals	21,215.87	26,092.33
731 Contractual Svc-Engineering		
731.1 General Engineering Svc		950.13
<b>Total 731 Contractual Svc-Engineering</b>		<b>950.13</b>

# Shepherdstown Sewer

## Profit and Loss

July - September, 2022

	TOTAL	
	JUL - SEP, 2022	JUL - SEP, 2021 (PY)
732 Contractual Svc-Accounting		
732.1 General Accounting	2,218.76	
<b>Total 732 Contractual Svc-Accounting</b>	<b>2,218.76</b>	
733 Contractual Svc-legal		
733.1 General Legal	48.50	
<b>Total 733 Contractual Svc-legal</b>	<b>48.50</b>	
735 Contractual Svc-testing		
735.1 Laboratory Testing	1,432.34	2,110.78
<b>Total 735 Contractual Svc-testing</b>	<b>1,432.34</b>	<b>2,110.78</b>
736 Contracted Services-Other	1,483.26	
736.1 IT Services	2,319.01	1,678.88
736.2 Contracted Services-Misc.	2,000.00	683.40
<b>Total 736 Contracted Services-Other</b>	<b>5,802.27</b>	<b>2,362.28</b>
750 Transportation Expenses		
750.1 Gas & Oil	343.46	1,268.99
750.2 Vehicle Repairs/Maintenance	2,416.39	150.26
<b>Total 750 Transportation Expenses</b>	<b>2,759.85</b>	<b>1,419.25</b>
757 Insurance-General Liability	11,937.51	10,851.39
759 Insurance-Other		
759.1 Surety Bonds	83.33	
<b>Total 759 Insurance-Other</b>	<b>83.33</b>	
760 Advertising	627.61	
775 Sewer Admin. Lending Fees	3,592.58	
<b>Total Expenses</b>	<b>\$386,083.26</b>	<b>\$376,353.46</b>
<b>NET OPERATING INCOME</b>	<b>\$ -61,486.05</b>	<b>\$ -47,473.12</b>
Other Income		
419.5 Capacity Accounts Interest	4,207.11	2,534.58
536. Other Wastewater Revenue		
536.21 Capital Capacity Fees	8,424.00	8,424.00
<b>Total 536. Other Wastewater Revenue</b>	<b>8,424.00</b>	<b>8,424.00</b>
<b>Total Other Income</b>	<b>\$12,631.11</b>	<b>\$10,958.58</b>
Other Expenses		
Membrane Transfer Reserve Budget Only	72,501.00	72,501.00
Reconciliation Discrepancies	-0.36	166,085.86
<b>Total Other Expenses</b>	<b>\$72,500.64</b>	<b>\$238,586.86</b>
<b>NET OTHER INCOME</b>	<b>\$ -59,869.53</b>	<b>\$ -227,628.28</b>
<b>NET INCOME</b>	<b>\$ -121,355.58</b>	<b>\$ -275,101.40</b>

### Note

These financial statements have not been subjected to an audit, review, or compilation engagement, and no assurance is provided on

# Shepherdstown Sewer

Profit and Loss

July - September, 2022

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# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
RESERVED FUNDS BANKING		
131.25 JSB Water Bond Depreciation 5234	555,742.11	528,711.25
131.26 JSB Working Capital Reserve 2736	890.90	711.62
132.1 Capital I&R Fund 6217		
132.11 Cap. I & R Reserve Funds - Use	684,056.58	673,092.94
132.12 I&R -Working Capital Reserve	370,000.00	370,000.00
<b>Total 132.1 Capital I&amp;R Fund 6217</b>	<b>1,054,056.58</b>	<b>1,043,092.94</b>
<b>Total RESERVED FUNDS BANKING</b>	<b>1,610,689.59</b>	<b>1,572,515.81</b>
RESTRICTED FUNDS BANKING		
133 Other Special Deposits		
133.1 JSB Cap.Capacity Acct 6082	1,775,078.40	1,929,404.56
133.2 Checking-Cust Deposit Funds/Int (deleted)	0.00	0.00
Customer Deposit Funds44 (deleted)	0.00	39,077.37
Customer Deposit Interest44 (deleted)	0.00	16,240.09

# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total 133.2 Checking-Cust Deposit Funds/Int (deleted)</b>	<b>0.00</b>	<b>55,317.46</b>
133.5 Water Engineering Fees 6217	0.00	0.00
Christian Caine Jewelers Inc	1,409.25	1,409.25
Dan Ryan Builders	1,561.12	1,561.12
K E Colonial, LLC	3,830.00	3,830.00
Kensington Townhouse Sub-STEP#1	892.87	892.87
Kensington Townhouse Sub-STEP#2	1,456.87	1,456.87
Mark Col Hills 480/PH#1-STEP #1	639.00	639.00
Mark Col Hills 480/PH#2-STEP #2	848.02	848.02
Mark Col Hills 480/PH#3-STEP #2	109.04	109.04
Rankin Properties, Christian Ca	552.00	552.00
Roc's	-1,679.00	-1,679.00
Seneca Crossing LLC Phase I	661.87	661.87
Seneca Crossing LLC Phase II	781.87	781.87
Seneca Crossing-Rt 45-STEP #1	134.62	134.62
Seneca Crossing-Rt 45-STEP #2	-29.62	-29.62
Sheetz - 1&2	1,730.50	1,730.50
Shep East Dev LLC-STEP #2	1,780.75	1,780.75
Shep. East Dev. LLC-STEP #1	756.25	756.25
Shepherdstown Public Library	500.00	500.00
Tollhouse (was Banbury)-STEP #1	264.32	264.32
Tollhouse Woods (Derr)-STEP #2	1,646.87	1,646.87
Twin Oaks Subdivision-STEP #1	206.81	206.81
<b>Total 133.5 Water Engineering Fees 6217</b>	<b>18,053.41</b>	<b>18,053.41</b>
<b>Total 133 Other Special Deposits</b>	<b>1,793,131.81</b>	<b>2,002,775.43</b>
JSB Water Plant Upgrade 8238	1,247,230.30	1,247,643.76
WV Municipal Bond Funds		
WV Mun Bond-2003 Series A Bond		
126.1 Cash-Revenue#SHE-W-1-03-A-JE-12	5,890.68	12,573.59
127.1 Cash-Reserve#SHE-W-2-03-A-JE-12	24,800.93	25,212.69
127.1a Cash-Depr. #SHE-W-3-03-A-JE-12	490,713.39	498,860.37
<b>Total WV Mun Bond-2003 Series A Bond</b>	<b>521,405.00</b>	<b>536,646.65</b>
WV Mun Bond-2003 Series B Bond		
126.2 Cash-Revenue#SHE-W-1-03-B-JE-12	18,575.16	40,375.63
127.2 Cash-Reserve#SHE-W-2-03-B-JE-12	79,437.44	78,254.98
127.2a Refund (deleted)	0.00	2,079.00

# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total WV Mun Bond-2003 Series B Bond</b>	<b>98,012.60</b>	<b>120,709.61</b>
WV Mun Bond-2012 Series Bond		
126.3 Cash-Revenue#SHE-W-1-12-X-JE-12	14,067.95	45,593.92
127.3 Cash-Reserve#SHE-W-2-12-X-JE-12	125,883.44	127,547.17
<b>Total WV Mun Bond-2012 Series Bond</b>	<b>139,951.39</b>	<b>173,141.09</b>
WV Municipal 2017 Bond		
126.4 JSB WV Mun Bond-2017 \$ 8085	343,595.75	337,068.59
126.5 Cash Revenue #SHE-W-1-17-X-JE-1	45,656.37	45,474.60
127.4 17 Reserve SHE-W-2-17-X-JE-12	161,933.35	161,179.35
<b>Total WV Municipal 2017 Bond</b>	<b>551,185.47</b>	<b>543,722.54</b>
WV Municipal 2021 Bond		
126.7 SHE-W-1-21-X-JE-12 - 21 Water Revenue	8,330.48	
127.7 SHE-W-2-21-X-JE-12	9,967.79	
<b>Total WV Municipal 2021 Bond</b>	<b>18,298.27</b>	
<b>Total WV Municipal Bond Funds</b>	<b>1,328,852.73</b>	<b>1,374,219.89</b>
<b>Total RESTRICTED FUNDS BANKING</b>	<b>4,369,214.84</b>	<b>4,624,639.08</b>
UNRESTRICTED FUNDS BANKING		
131.1 Cash on Hand		
131.12 Cash in Transit (outside Fund) (deleted)	0.00	-69,749.85
<b>Total 131.1 Cash on Hand</b>	<b>0.00</b>	<b>-69,749.85</b>
131.21 JSB Water Operating General Funds 6217	55,944.00	1,519,848.24
Reserved Funds 6217	-1,054,056.58	-1,043,092.94
Restricted Portion 6217	-18,053.41	-18,053.41
<b>Total 131.21 JSB Water Operating General Funds 6217</b>	<b>-1,016,165.99</b>	<b>458,701.89</b>
<b>Total UNRESTRICTED FUNDS BANKING</b>	<b>-1,016,165.99</b>	<b>388,952.04</b>
<b>Total Bank Accounts</b>	<b>\$4,963,738.44</b>	<b>\$6,586,106.93</b>
Accounts Receivable		
141 A/R, Water Customer Billing	219,153.00	205,841.11
142 Other Receivables		
142.3 Due From General Fund, P/R Acct (deleted)	0.00	-106.25
<b>Total 142 Other Receivables</b>	<b>0.00</b>	<b>-106.25</b>
143 Allow. for Doubtful Accounts	-5,000.00	-5,000.00
<b>Total Accounts Receivable</b>	<b>\$214,153.00</b>	<b>\$200,734.86</b>

# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
Other Current Assets		
142.71 Due to/From Govt Funds	267,545.81	111,061.91
142.20 Customer Deposit Interest	16,181.69	
142.3 Customer Deposit Funds	71,462.73	
142.30 DR/CR Customer Deposits (deleted)	0.00	29,752.11
<b>Total 142.71 Due to/From Govt Funds</b>	<b>355,190.23</b>	<b>140,814.02</b>
162 Prepaid Expenses		
162.1 Commercial Ins	0.00	25,041.14
162.4 Other Prepaids	0.00	3,306.39
<b>Total 162 Prepaid Expenses</b>	<b>0.00</b>	<b>28,347.53</b>
253.20 Deferred Inflows	-98,740.50	-127,701.72
Due to/from Sewer	-5,722.36	
<b>Total Other Current Assets</b>	<b>\$250,727.37</b>	<b>\$41,459.83</b>
<b>Total Current Assets</b>	<b>\$5,428,618.81</b>	<b>\$6,828,301.62</b>
Fixed Assets		
105 Fixed Asset-Constr. In Progress		
105.11 Air Mixing System	0.00	3,073.20
105.12 Water Line Replacement	0.00	2,112,273.30
105.13 Raw Water Intake	0.00	34,933.34
105.14 Water Plant Upgrade	1,756,975.84	151,359.56
105.15 Upgrade Mecklenburg	7,280.00	1,280.00
105.4 Automatic Meter Reading	0.00	676,421.38
105.7 Water Impr-Revised Project #2		
Engineering Costs-Final Project	0.00	1,480.00
Engineering Costs-Initial proj.	0.00	381,174.74
Other Project Costs	0.00	18,340.00
<b>Total 105.7 Water Impr-Revised Project #2</b>	<b>0.00</b>	<b>400,994.74</b>
105.73 CIP-High Service Expenses	0.00	17,550.00
105.74 CIP-Turbidity Meter/Accessories	0.00	12,855.26
<b>Total 105 Fixed Asset-Constr. In Progress</b>	<b>1,764,255.84</b>	<b>3,410,740.78</b>
Fixed Asset Adjustments		
108 Accum. Depr., Utility Plant	-3,882,011.92	-4,330,479.24
<b>Total Fixed Asset Adjustments</b>	<b>-3,882,011.92</b>	<b>-4,330,479.24</b>

# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
Fixed Assets (All Funds)		
301.1 Intangible Plant	1,536.84	1,536.84
303 Land & land Rights-Pump	17,863.09	17,863.09
304.2 Structures & Impr-Source	10,935.00	47,973.47
304.3 Structures & Impr.-Pump	969,411.62	1,041,677.84
311 Electric Pumping Equip.	409,933.06	409,032.41
320 Purification System	1,349,209.72	1,480,128.70
330 Distribution Reservoirs	4,012,501.14	4,012,501.14
331 Distribution Mains	5,152,779.74	2,639,512.70
334 Meters	704,012.01	364,873.36
335 Hydrants	65,347.80	21,543.56
340 Office Furn/Fixtures/Equip	0.00	19,245.46
341 Transportation Equip.	58,001.90	95,810.33
343.1 Shop Equipment	13,639.56	42,108.85
343.2 Tools & Work Equipment	0.00	46,964.64
343.3 Computer Software	1,973.00	5,763.00
<b>Total Fixed Assets (All Funds)</b>	<b>12,767,144.48</b>	<b>10,246,535.39</b>
<b>Total Fixed Assets</b>	<b>\$10,649,388.40</b>	<b>\$9,326,796.93</b>
<b>TOTAL ASSETS</b>	<b>\$16,078,007.21</b>	<b>\$16,155,098.55</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
231 Accounts Payable-General	0.00	
231.1 Accounts Payable, Vendor	32,266.74	0.00
<b>Total 231 Accounts Payable-General</b>	<b>32,266.74</b>	<b>0.00</b>
<b>Total Accounts Payable</b>	<b>\$32,266.74</b>	<b>\$0.00</b>
Other Current Liabilities		
221 Bond Payable-Current		
221.1 WV DWTRF Series A Bond (2003)	0.00	23,316.00
221.2 WV DWTRF Series B Bond (2003)	0.00	75,025.75
221.3 WVIJDC Bond for Tanks (2012)	0.00	92,285.00
221.4 17 Water Revenue/Reserve	0.00	60,000.00
<b>Total 221 Bond Payable-Current</b>	<b>0.00</b>	<b>250,626.75</b>
235 Customer Dep/Int Pay.-Cash Acct	0.00	0.00
235.00 Customer Dep. Interest Payable	16,181.69	16,261.38
235.01 Customer Deposit Funds Payable	71,462.73	39,006.65
Cust Dep/Int Pay-DR/CR Acct (deleted)	0.00	
Customer Deposit Payable (deleted)	0.00	30,488.11



# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total Cust Dep/Int Pay-DR/CR Acct (deleted)</b>	<b>0.00</b>	<b>30,488.11</b>
<b>Total 235 Customer Dep/Int Pay.-Cash Acct</b>	<b>87,644.42</b>	<b>85,756.14</b>
238 Accrued Interest Payable		
238.1 Accrued Interest-Bonds Payable		
238.11 Accrued Interest 2003-B Bond	257.67	382.72
238.12 Accrued Int.-Water Tanks Bond	2,703.49	2,780.40
238.13 Accrued Interest 2017 Bond	29,862.37	30,308.68
238.14 Accrued Interest 2021 Bond	2,359.06	
<b>Total 238.1 Accrued Interest-Bonds Payable</b>	<b>35,182.59</b>	<b>33,471.80</b>
<b>Total 238 Accrued Interest Payable</b>	<b>35,182.59</b>	<b>33,471.80</b>
241 Misc. Current/Accrued Liab.		
241.1 A/P, Compensated Absences	34,709.94	23,400.76
241.11 Engineering Review Fees	-420.00	-420.00
Christian Caine Jewelers Inc	1,409.25	1,409.25
Dan Ryan Builders	1,561.12	1,561.12
Elliott Mason Estates-STEP #1	7.00	7.00
Elliott Mason Estates-STEP #2	413.00	413.00
K E Colonial, LLC	3,830.00	3,830.00
Kensington Townhouse Sub-STEP#1	892.87	892.87
Kensington Townhouse Sub-STEP#2	1,456.87	1,456.87
Mark Col Hills 480/PH#1-STEP #1	639.00	639.00
Mark Col Hills 480/PH#2-STEP #2	848.02	848.02
Mark Col Hills-480/PH#3-STEP #2	109.04	109.04
North Hills(Cress Creek)STEP #2	699.25	699.25
Potomac Crossing-STEP #1	-699.25	-699.25
Rankin Properties, Christopher	552.00	552.00
Roc's	-1,679.00	-1,679.00
Seneca Crossing LLC Phase I	661.87	661.87
Seneca Crossing LLC Phase II	781.87	781.87
Seneca Crossing-Rt 45-STEP #1	134.62	134.62
Seneca Crossing-Rt 45-STEP #2	-1,810.37	-1,810.37
Sheetz - 1&2	1,730.50	1,730.50
Shep East Dev LLC-STEP #2	3,561.50	3,561.50
Shep. East Dev. LLC-STEP #1	756.25	756.25
Shepherdstown Public Library	500.00	500.00
Tollhouse (was Banbury) Step #1	264.32	264.32
Tollhouse Woods (Derr)-STEP #2	1,646.87	1,646.87
Twin Oaks Subdivision-STEP #1	206.81	206.81

# Shepherdstown Waterworks

## Balance Sheet

As of September 30, 2022

	TOTAL	
	AS OF SEP 30, 2022	AS OF SEP 30, 2021 (PY)
<b>Total 241.11 Engineering Review Fees</b>	<b>18,053.41</b>	<b>18,053.41</b>
241.2 Accrued Wages/ER Taxes Payable	1,613.69	7,295.09
241.5 PEIA OPEB ARC Accrued Liability	-2,796.43	41,540.70
<b>Total 241 Misc. Current/Accrued Liab.</b>	<b>51,580.61</b>	<b>90,289.96</b>
<b>Total Other Current Liabilities</b>	<b>\$174,407.62</b>	<b>\$460,144.65</b>
<b>Total Current Liabilities</b>	<b>\$206,674.36</b>	<b>\$460,144.65</b>
Long-Term Liabilities		
186.20 Deferred Outflows	-32,069.19	-32,331.75
221. Bond Payable-Long term		
221.11 WV DWTRF Series A Bond (2003)	262,284.00	268,113.00
221.12 WV DWTRF Series B Bond (2003)	135,625.00	154,615.25
221.13 WVIJDC Bond for Tanks (2012)	3,220,975.00	3,244,191.00
221.14 17 Water Revenue/Reserve	2,375,000.00	2,375,000.00
221.15 JSB Water Plant Upgrade Bond Loan 1251	1,186,998.03	1,250,000.00
<b>Total 221. Bond Payable-Long term</b>	<b>7,180,882.03</b>	<b>7,291,919.25</b>
<b>Total Long-Term Liabilities</b>	<b>\$7,148,812.84</b>	<b>\$7,259,587.50</b>
<b>Total Liabilities</b>	<b>\$7,355,487.20</b>	<b>\$7,719,732.15</b>
Equity		
215 Retained Earnings	7,621,067.36	7,248,949.74
271 Contrib. in aid of Construction	1,069,125.91	1,069,125.91
Net Income	32,326.74	117,290.75
<b>Total Equity</b>	<b>\$8,722,520.01</b>	<b>\$8,435,366.40</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$16,078,007.21</b>	<b>\$16,155,098.55</b>

### Note

These financial statements have not been subjected to an audit, review, or compilation engagement, and no assurance is provided on them.

# Shepherdstown Waterworks

Budget vs. Actuals: FY\_2022\_2023 - FY23 P&L

July - September, 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
419 Water Interest Income	18,176.95	33,000.00	-14,823.05	55.08 %
461 Water Metered Revenue	518,824.55	1,900,000.00	-1,381,175.45	27.31 %
474 Other Water Revenues	-2,316.31	1,000.00	-3,316.31	-231.63 %
<b>Total Income</b>	<b>\$534,685.19</b>	<b>\$1,934,000.00</b>	<b>\$ -1,399,314.81</b>	<b>27.65 %</b>
GROSS PROFIT	<b>\$534,685.19</b>	<b>\$1,934,000.00</b>	<b>\$ -1,399,314.81</b>	<b>27.65 %</b>
Expenses				
401.1 Water Billing Expenses	4,815.43	14,500.00	-9,684.57	33.21 %
401.2 Water Administration	11,853.46	47,000.00	-35,146.54	25.22 %
401.3 Water Utility Billing	31,715.83	233,500.00	-201,784.17	13.58 %
401.4 Water Plant Expenses	29,401.73	370,000.00	-340,598.27	7.95 %
403 Water Depreciation Expense	88,880.49	175,000.00	-86,119.51	50.79 %
408 Taxes-Other than Income	11,615.69	65,000.00	-53,384.31	17.87 %
427 Interest Expense	61,245.97	120,000.00	-58,754.03	51.04 %
521 Employee Screening		300.00	-300.00	
601 Water Salaries & Wages	141,817.20	440,000.00	-298,182.80	32.23 %
604 Employee Pensions & Benefits	25,072.07	110,000.00	-84,927.93	22.79 %
615 Purchased Power	12,160.62	60,000.00	-47,839.38	20.27 %
618 Chemicals	13,468.19	65,000.00	-51,531.81	20.72 %
631 Contractual Svc-Engineering	21,060.00	50,000.00	-28,940.00	42.12 %
632 Contractual Svc-Accounting	2,218.74	15,000.00	-12,781.26	14.79 %
633 Contractual Svc-Legal	49.00	10,000.00	-9,951.00	0.49 %
635 Contractual Svc-Testing	3,887.22	45,000.00	-41,112.78	8.64 %
636 Contractual Svc-Other	15,812.29	22,000.00	-6,187.71	71.87 %
650 Transportation Expenses	22,979.66	45,000.00	-22,020.34	51.07 %
657 Insurance-General Liability	18,758.94	33,000.00	-14,241.06	56.85 %
659 Insurance-Other	83.33	9,000.00	-8,916.67	0.93 %
660 Advertising Expense	723.67	500.00	223.67	144.73 %
675 Administrative Lending Fees	2,725.73	4,000.00	-1,274.27	68.14 %
676 Bond Issuance Expense		200.00	-200.00	
<b>Total Expenses</b>	<b>\$520,345.26</b>	<b>\$1,934,000.00</b>	<b>\$ -1,413,654.74</b>	<b>26.91 %</b>
NET OPERATING INCOME	<b>\$14,339.93</b>	<b>\$0.00</b>	<b>\$14,339.93</b>	<b>0.00%</b>
Other Income				
419.5 Capacity Accounts Interest	10,786.81	30,000.00	-19,213.19	35.96 %
474. Other Water Revenue	7,200.00	100,000.00	-92,800.00	7.20 %
<b>Total Other Income</b>	<b>\$17,986.81</b>	<b>\$130,000.00</b>	<b>\$ -112,013.19</b>	<b>13.84 %</b>
NET OTHER INCOME	<b>\$17,986.81</b>	<b>\$130,000.00</b>	<b>\$ -112,013.19</b>	<b>13.84 %</b>
NET INCOME	<b>\$32,326.74</b>	<b>\$130,000.00</b>	<b>\$ -97,673.26</b>	<b>24.87 %</b>

## Note

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# Shepherdstown Waterworks

Budget vs. Actuals: FY\_2022\_2023 - FY23 P&L

July - September, 2022

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# Shepherdstown Waterworks

Profit and Loss  
July - September, 2022

	TOTAL	
	JUL - SEP, 2022	JUL - SEP, 2021 (PY)
Income		
419 Water Interest Income	9,193.43	43.76
419.1 General Fund Bank Acct Interest	5.41	7,558.67
419.2 Municipal Bond Fund Interest	5,600.97	1,381.02
419.4 Bond Draw Fund Interest	3,377.14	
<b>Total 419 Water Interest Income</b>	<b>18,176.95</b>	<b>8,983.45</b>
461 Water Metered Revenue	518,824.55	466,736.86
474 Other Water Revenues		
474.1 Reconnection Fees		100.00
474.5 Refunds & Reimbursements	-2,316.31	
474.9 Misc. Revenues		25.00
<b>Total 474 Other Water Revenues</b>	<b>-2,316.31</b>	<b>125.00</b>
Uncategorized Income		-6,000.00
<b>Total Income</b>	<b>\$534,685.19</b>	<b>\$469,845.31</b>
<b>GROSS PROFIT</b>	<b>\$534,685.19</b>	<b>\$469,845.31</b>
Expenses		
401.1 Water Billing Expenses		
401.11 Billing Software Sup.(yearly)	3,500.00	2,033.66
401.12 Public Notice	273.32	202.00
401.13 Billing Postage (Yearly) *	500.20	975.15
401.14 Billing Office Supplies & Exp.	541.91	878.03
401.15 Billing Court/Collection Fees		147.53
<b>Total 401.1 Water Billing Expenses</b>	<b>4,815.43</b>	<b>4,236.37</b>
401.2 Water Administration		
401.21 Safety Equipment/Expense		85.00
401.211 Memberships/Dues/Subscriptions	437.75	
401.22 Communications Expense	4,862.10	4,965.92
401.24 Admin Supplies and Expense	984.85	1,964.32
401.25 Admin. Cross-Charge	5,400.00	5,400.00
401.27 Bond Service Fees	168.76	
401.28 Permits and Fees		50.00
<b>Total 401.2 Water Administration</b>	<b>11,853.46</b>	<b>12,465.24</b>
401.3 Water Utility Billing		
401.31 Sewer Billing-Plant	31,174.03	48,731.87
401.32 Sewer Billing-Pump Stations	541.80	713.40
<b>Total 401.3 Water Utility Billing</b>	<b>31,715.83</b>	<b>49,445.27</b>

# Shepherdstown Waterworks

Profit and Loss  
July - September, 2022

	TOTAL	
	JUL - SEP, 2022	JUL - SEP, 2021 (PY)
401.4 Water Plant Expenses		167.02
401.41 Water Uniforms	972.85	3,294.10
401.42 Plant Maintenance	1,681.25	3,292.71
401.43 Pumping Repairs & Maintenance	657.50	592.50
401.45 Treatment Main & Hydrant Exp.	1,520.32	46,803.71
401.46 Treatment Distr. & Svc. Maint.	2,570.94	2,086.07
401.47 Treatment Meter Maintenance	17,862.52	868.57
401.48 Water Tank Assessment	4,136.35	
<b>Total 401.4 Water Plant Expenses</b>	<b>29,401.73</b>	<b>57,104.68</b>
403 Water Depreciation Expense	88,880.49	44,281.44
408 Taxes-Other than Income		
408.121 ER FICA	10,753.49	10,108.04
408.123 Water Unemployment Tax Exp	862.20	
<b>Total 408 Taxes-Other than Income</b>	<b>11,615.69</b>	<b>10,108.04</b>
427 Interest Expense	61,245.97	
427.3 Interest on Long-Term Debt (deleted)		
427.34 2017 Water Bond (deleted)		45,838.75
<b>Total 427.3 Interest on Long-Term Debt (deleted)</b>		<b>45,838.75</b>
<b>Total 427 Interest Expense</b>	<b>61,245.97</b>	<b>45,838.75</b>
601 Water Salaries & Wages		
601.1 Gross Payroll	141,817.20	124,823.65
601.3 Payroll Direct Deposit fees		73.50
<b>Total 601 Water Salaries &amp; Wages</b>	<b>141,817.20</b>	<b>124,897.15</b>
604 Employee Pensions & Benefits		
604.1 PEIA Hlth/Life	13,781.49	15,098.45
604.2 PEIA Current OPEB/RHBT		3,170.28
604.4 ER Annuity Contrib.	11,290.58	8,610.79
<b>Total 604 Employee Pensions &amp; Benefits</b>	<b>25,072.07</b>	<b>26,879.52</b>
615 Purchased Power	12,160.62	10,467.95
618 Chemicals	13,468.19	15,615.57
631 Contractual Svc-Engineering	7,500.00	
631.1 General Engineering Svc	13,560.00	950.13
<b>Total 631 Contractual Svc-Engineering</b>	<b>21,060.00</b>	<b>950.13</b>
632 Contractual Svc-Accounting	2,218.74	
632.1 General Accounting Services		925.00
<b>Total 632 Contractual Svc-Accounting</b>	<b>2,218.74</b>	<b>925.00</b>
633 Contractual Svc-Legal		
633.1 Legal Services-General	49.00	790.00
<b>Total 633 Contractual Svc-Legal</b>	<b>49.00</b>	<b>790.00</b>

# Shepherdstown Waterworks

## Profit and Loss July - September, 2022

	TOTAL	
	JUL - SEP, 2022	JUL - SEP, 2021 (PY)
635 Contractual Svc-Testing		638.34
635.11 Water Lab Treatment-Gen	3,887.22	1,755.24
<b>Total 635 Contractual Svc-Testing</b>	<b>3,887.22</b>	<b>2,393.58</b>
636 Contractual Svc-Other	12,460.00	
636.11 IT Services	3,352.29	1,678.88
636.12 Contractual Services-Misc.		1,155.90
<b>Total 636 Contractual Svc-Other</b>	<b>15,812.29</b>	<b>2,834.78</b>
650 Transportation Expenses		
650.1 Gas & Oil	175.52	1,268.99
650.2 Vehicle Repair/Maintenance	22,804.14	
<b>Total 650 Transportation Expenses</b>	<b>22,979.66</b>	<b>1,268.99</b>
657 Insurance-General Liability	18,758.94	
757.1 Commercial & Umbrella Policy		8,347.05
<b>Total 657 Insurance-General Liability</b>	<b>18,758.94</b>	<b>8,347.05</b>
659 Insurance-Other		
659.1 Surety Bonds	83.33	250.00
<b>Total 659 Insurance-Other</b>	<b>83.33</b>	<b>250.00</b>
660 Advertising Expense	723.67	117.38
675 Administrative Lending Fees	2,635.40	
675.3 2017 Bond	90.33	91.68
<b>Total 675 Administrative Lending Fees</b>	<b>2,725.73</b>	<b>91.68</b>
<b>Total Expenses</b>	<b>\$520,345.26</b>	<b>\$419,308.57</b>
<b>NET OPERATING INCOME</b>	<b>\$14,339.93</b>	<b>\$50,536.74</b>
Other Income		
419.5 Capacity Accounts Interest	10,786.81	7,794.20
474. Other Water Revenue		
474.21 Capital Capacity Fee Revenue	7,200.00	2,900.00
<b>Total 474. Other Water Revenue</b>	<b>7,200.00</b>	<b>2,900.00</b>
<b>Total Other Income</b>	<b>\$17,986.81</b>	<b>\$10,694.20</b>
Other Expenses		
Reconciliation Discrepancies		-56,059.81
<b>Total Other Expenses</b>	<b>\$0.00</b>	<b>\$ -56,059.81</b>
<b>NET OTHER INCOME</b>	<b>\$17,986.81</b>	<b>\$66,754.01</b>
<b>NET INCOME</b>	<b>\$32,326.74</b>	<b>\$117,290.75</b>

### Note

These financial statements have not been subjected to an audit, review, or compilation engagement, and no assurance is provided on them.

**MONTHLY OPERATIONAL REPORT**

Required Surface/(GWUDI)

PWSID NUMBER: WV 3301933

MONTH/YEAR: **October 2022**

SYSTEM NAME **Shepherdstown Water**

PHONE NUMBER **304-876-2394**

COUNTY **Jefferson**

PLANT FLOW										CHEMICALS USED										Indicate chemicals used in blocks below										FILTER BACKWASH			
DATE	Plant Oper Time (HRS)	Filtered Water (GALS)	Flow Rate (GPM)	del pack		fluoride		potassium permanganate		Pre Chlorine		Post Chlorine		Number of Filters Washed	Wash Water (GALS)																		
				lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm																				
1	13	605,100	776	274	54.3	0.0	13	2.6	0.0	10	0.3	0.0	0.0	2	20,128																		
2	9	407,100	798	184	54.2	0.0	8	2.4	0.0	5	1.5	0.0	0.0	2	16,467																		
3	16	764,400	801	346	54.3	0.0	18	2.8	0.0	13	2.0	0.0	0.0	2	13,761																		
4	12	556,000	772	251	54.1	0.0	12	2.6	0.0	8	1.7	0.0	0.0	2	17,819																		
5	11	521,400	790	236	54.3	0.0	10	2.3	0.0	8	1.8	0.0	0.0	2	21,906																		
6	14	643,200	766	291	54.2	0.0	13	2.4	0.0	9	1.7	0.0	0.0	2	20,837																		
7	14	657,000	782	300	54.8	0.0	15	2.7	0.0	11	2.0	0.0	0.0	2	21,576																		
8	13	648,500	807	293	54.2	0.0	15	2.8	0.0	10	1.8	0.0	0.0	2	19,028																		
9	8	400,100	813	181	54.2	0.0	9	2.7	0.0	6	1.8	0.0	0.0	2	21,334																		
10	16	783,900	827	354	54.2	0.0	16	2.4	0.0	12	1.8	0.0	0.0	2	21,778																		
11	16	753,700	785	340	54.1	0.0	15	2.4	0.0	10	1.6	0.0	0.0	2	21,600																		
12	13	599,300	768	271	54.2	0.0	10	2.0	0.0	9	1.8	0.0	0.0	2	21,064																		
13	19	646,700	829	292	54.1	0.0	12	2.2	0.0	10	1.9	0.0	0.0	2	19,794																		
14	14	676,100	805	306	54.3	0.0	14	2.5	0.0	10	1.8	0.0	0.0	2	19,455																		
15	14	653,200	806	295	54.2	0.0	14	2.6	0.0	10	1.8	0.0	0.0	2	19,033																		
16	8	407,500	809	184	54.2	0.0	10	2.9	0.0	6	1.8	0.0	0.0	2	27,063																		
17	17	816,900	801	369	54.2	0.0	15	2.2	0.0	13	1.9	0.0	0.0	2	23,060																		
18	13	620,900	796	281	54.3	0.0	12	2.3	0.0	8	1.5	0.0	0.0	2	21,392																		
19	14	670,800	799	303	54.2	0.0	14	2.5	0.0	9	1.6	0.0	0.0	2	18,742																		
20	11	525,400	796	237	54.1	0.0	11	2.5	0.0	8	1.8	0.0	0.0	2	19,064																		
21	14	665,400	780	286	54.2	0.0	14	2.6	0.0	9	1.6	0.0	0.0	2	19,804																		
22	12	555,500	805	251	54.2	0.0	12	2.6	0.0	9	1.9	0.0	0.0	2	19,761																		
23	10	463,500	813	210	54.2	0.0	12	3.1	0.0	7	1.8	0.0	0.0	2	24,797																		
24	16	764,300	796	346	54.3	0.0	14	2.2	0.0	10	1.6	0.0	0.0	2	24,797																		
25	13	630,900	809	285	54.2	0.0	13	2.5	0.0	5	1.0	0.0	0.0	2	24,500																		
26	12	582,800	809	263	54.1	0.0	11	2.3	0.0	4	0.8	0.0	0.0	2	19,358																		
27	12	572,700	795	269	54.2	0.0	13	2.7	0.0	3	0.6	0.0	0.0	2	17,982																		
28	13	625,900	802	283	54.2	0.0	13	2.5	0.0	4	0.8	0.0	0.0	2	17,747																		
29	13	603,900	805	273	54.2	0.0	12	2.4	0.0	4	0.8	0.0	0.0	2	18,315																		
30	7	339,300	820	153	54.2	0.0	12	4.2	0.0	2	0.7	0.0	0.0	2	18,280																		
31	16	794,700	823	359	54.2	0.0	15	2.3	0.0	5	0.8	0.0	0.0	2	20,424																		
TOTAL	395	18,946,100	24,784	8,567.0	54.2		397.0	79.1		247.0	46.4			62.0	630,666																		
AVG	13	611,165	799	276.4	54.2		12.8	2.6		8.0	1.5			2	20,344																		



PWSID NUMBER: WV 3301933

MONTH/YEAR: October 2022

## ANALYTICAL RESULTS

Date	Plant (Free)	System (Total)	Sampling Location of System Total Chlorine Residual	Sampler Initials	Turbidity (NTU)			pH (S.U.)			MONTHLY OPERATIONAL REPORT REMARKS
					Raw	Settled	Finished	Raw	Settled	Finished	
1	2.4	1.0	subway	dc	14.5	0.7	0.07	7.0	7.3	7.40	
2	2.4	1.1	ray street	alw	14.8	0.7	0.06	7.4	7.5	7.30	
3	1.9	0.5	public works	igd	14.5	0.7	0.04	6.8	7.1	7.30	
4	2.1	1.8	town hall	igd	16.2	0.7	0.05	6.9	7.0	7.10	
5	1.8	1.3	shep pharmacy	rdj	16.0	0.7	0.06	6.9	7.2	7.00	
6	2.1	1.6	kings	rdj	15.5	0.7	0.06	6.8	7.2	7.30	
7	2.0	1.1	inc	dc	14.8	0.7	0.07	6.9	7.2	7.00	
8	2.1	1.1	dairy queen	dag	16.0	0.7	0.08	7.4	7.4	7.30	
9	1.9	0.9	kwi check	dag	16.5	0.7	0.07	7.4	7.2	7.30	
10	2.0	1.1	sweet shoppe	rdj	15.5	0.7	0.07	6.8	6.7	7.00	
11	2.0	1.0	sewer dept	rdj	15.5	0.7	0.07	6.8	7.0	6.90	
12	2.0	1.0	maria's taqueria	rdj	15.3	0.7	0.08	7.0	7.5	7.20	
13	1.9	1.4	209 rocky street	rdj	14.8	0.7	0.09	7.4	7.0	7.00	
14	1.9	2.0	7=11	dc	14.5	0.7	0.08	6.9	6.7	7.50	
15	2.0	1.0	106 college street	alw	15.5	0.7	0.10	7.0	7.2	7.20	
16	1.9	1.1	mcDonalds	dag	14.5	0.7	0.09	7.3	7.2	7.20	
17	1.9	1.4	fire dept	rdj	14.5	0.7	0.08	7.4	7.4	7.00	
18	2.0	1.0	christman bld	dc	14.5	0.7	0.08	7.1	7.4	7.40	
19	1.9	1.7	food lion	alw	14.3	0.7	0.08	7.4	6.9	7.40	
20	2.0	1.3	step police dept	dc	14.3	0.7	0.10	7.2	7.3	7.10	
21	1.8	1.3	dominos	rdj	14.5	0.7	0.07	7.5	7.4	7.30	
22	1.7	0.8	bellys	dc	15.0	0.7	0.07	7.4	7.3	7.20	
23	1.7	1.0	water tanks	dc	14.3	0.7	0.07	7.4	7.2	7.30	
24	1.8	0.9	sneez	cwc	14.8	0.7	0.06	7.4	7.1	7.00	
25	1.8	0.7	uhau	cwc	15.5	0.7	0.07	7.5	7.5	7.40	
26	1.8	1.3	community garden marketcwc	cwc	15.3	0.7	0.08	6.9	7.4	7.40	
27	1.5	1.0	tek advisors	cwc	14.3	0.7	0.06	7.0	7.4	6.90	
28	1.7	1.0	207 rocky street	rdj	14.1	0.7	0.06	7.1	7.3	7.00	
29	1.7	0.7	rocs	dag	15.0	0.7	0.06	7.3	7.5	7.50	
30	1.6	1.0	dolar general	dag	14.3	0.7	0.06	7.3	7.3	7.30	
31	1.7	0.8	german st deli	rdj	14.8	0.7	0.06	7.2	7.0	7.40	
TOTAL	59.0	34.9			463.9	22.1	2.20	221.80	223.80	223.60	
AVG	1.9	1.1			15.0	0.7	0.07	7.15	7.22	7.21	

I certify the values recorded above are true and accurate to the best of my knowledge.

Certified by:

Charles Coe

(Certified Operator Printed Name Required)

(Certified Operator Signature Required)

Date:

11/3/22

Certification #:

WVOP01358

Exp. Date: 3/31/2024

Certification Class

III

Number of Filters Used:

Total Filter Surface Area:

0

(sq. ft.)

Average Filter Run/Each Filter:

3.33%

(hrs.)

% Backwash Water:

(%)

Complete and return within 10 days after the end of the month to:

WV Office of Environmental Health Services - Data Management

350 Capitol Street, Room 313, Charleston, WV 25301-3713

Phone: (304) 558-2981 FAX: (304) 558-0139

\*THIS PAGE IS OPTIONAL \*

PWSID NUMBER: WV 3301933

MONTH/YEAR:

October 2022

## ANALYTICAL RESULTS (mg/L)

DATE	Iron		Manganese		Phenolphthalein Alkalinity		Total Alkalinity		Calcium Hardness		Total Dissolved Solids (TDS) (Finished)	TEMP °F or C° (Finished)	Langelier Saturation Index (Finished)
	Raw	Finished	Raw	Finished	Raw	Finished	Raw	Finished	Raw	Finished			
1						111				187		18.7	
2						108				185		18.9	
3						102				188		18.3	
4						100				192		17.3	
5						112				198		17.2	
6						82				139		17.4	
7						73				213		17.3	
8						77				157		16.5	
9						80				150		15.8	
10						84				149		16.2	
11						78				165		16.5	
12						85				169		17.6	
13						95				139		17.5	
14						98				157		17.6	
15						92				194		16.8	
16						97				168		17.1	
17						111				173		16.8	
18						113				169		16	
19						108				169		15.9	
20						112				207		16.3	
21						109				191		16.2	
22						112				193		16.4	
23						111				190		16.3	
24						114				187		15.2	
25						125				184		16.2	
26						109				189		16.4	
27						108				188		17.1	
28						109				195		16.9	
29						115				205		14.8	
30						124				217		14.5	
31						112				217		15.2	
TOTAL						3166				5624		673.5	
AVG						102				181		22	

# MONTHLY COMBINED FILTER EFFLUENT TURBIDITY REPORT

Required for Surface/GWUDI Systems

PWSD NUMBER: WV 3301933  
 SYSTEM TYPE:(Check One) ☒ Surface ☐ GWUDI  
 SYSTEM NAME: Shepherdstown Water  
 PHONE NUMBER 304-876-2394  
 MONTH/YEAR: October 2022  
 COUNTY Jefferson

\*\*Please report NTU values to two decimal places (0.00)\*\*

DATE	TIME	NTU	TIME	NTU	TIME	NTU	TIME	NTU	TIME	NTU	#<=0.3	#>0.3	REMARKS
1	6am	0.070	10am	0.070	2pm	0.060	6pm	0.070			4		
2	6am	0.060	10am	0.060	2pm	0.060	6pm				3		
3	6am	0.050	10am	0.050	2pm	0.040	6pm	0.040			4		
4	6am	0.060	10am	0.060	2pm	0.060					3		
5	6am	0.060	10am	0.060	2pm	0.060	6pm	0.070			4		
6	6am	0.080	10am	0.080	2pm	0.060	6pm	0.070			4		
7	6am	0.080	10am	0.070	2pm	0.060	6pm	0.070			4		
8	6am	0.070	10am	0.070	2pm	0.070	6pm	0.080			4		
9	6am	0.080	10am	0.070	2pm	0.070	6pm	0.080			4		
10	6am	0.080	10am	0.080	2pm	0.070	6pm	0.080			4		
11	6am	0.080	10am	0.080	2pm	0.080	6pm	0.090			4		
12	6am	0.080	10am	0.080	2pm	0.080	6pm	0.080			4		
13	6am	0.080	10am	0.090	2pm	0.080	6pm	0.080			4		
14	6am	0.080	10am	0.080	2pm	0.080	6pm	0.080			4		
15	6am	0.050	10am	0.100	2pm	0.090	6pm	0.100			4		
16	6am	0.050	10am	0.090	2pm	0.080	6pm	0.080	10pm	0.080	2		
17	6am	0.080	10am	0.070	2pm	0.070	6pm	0.080			5		
18	6am	0.070	10am	0.080	2pm	0.070	6pm	0.080			4		
19	6am	0.080	10am	0.080	2pm	0.070	6pm	0.080			4		
20	6am	0.070	10am	0.070	2pm	0.100	6pm	0.070			3		
21	6am	0.060	10am	0.060	2pm	0.060	6pm	0.070			4		
22	6am	0.060	10am	0.060	2pm	0.070	6pm	0.070			4		
23	6am	0.070	10am	0.060	2pm	0.060	6pm	0.060			3		
24	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			4		
25	6am	0.060	10am	0.060	2pm	0.070	6pm	0.070			4		
26	6am	0.080	10am	0.060	2pm	0.070	6pm				3		
27	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			3		
28	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			4		
29	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			3		
30	6am	0.060	10am	0.050	2pm	0.050	6pm	0.050			2		
31	6am	0.060	10am	0.050	2pm	0.050	6pm	0.050			4		

\*Slow sand: use 1 NTU in lieu of 0.3 NTU & diatomaceous earth; other filtration technologies as directed by agency  
 \*\*Slow sand and diatomaceous earth: use 5 NTU in lieu of 1 NTU; other filtration technologies as directed

Total # of Samples

111

% <= 0.3 NTU x 100\*

100%

Readings over 1 NTU\*\*

0

GRAND TOTAL

Highest single turbidity reading

0.100

Lowest single turbidity reading

0.040

CERTIFIED BY: Charles Coe

(Certified Operator Printed Name Required)

(Certified Operator Signature Required)

Certification #: WVOP01358

Exp. Date

3/31/2024

Date: 11/3/22

Certification Class III

Complete and return within 10 days after the end of the month to:  
 WV Office of Environmental Health Services - Data Management  
 350 Capitol Street, Room 313, Charleston, WV 25301-3713  
 Phone: (304) 558-2981 FAX: (304) 558-0139

INDIVIDUAL FILTERS

If filter method is other than direct or conventional, please specify  
(Please note, direct or conventional methods are required to complete the form below)

(diatomaceous earth, slow sand, other)

1. Was each filter monitored continuously?

☒ Yes ☐ No

2. Were measurements recorded every 15 minutes?

☒ Yes ☐ No

3. Was there a failure of continuously turbidity monitoring equipment?

☐ Yes ☒ No

4. Were individual filter levels greater than 1.0 NTU in two consecutive measurements?

☐ Yes ☒ No

5. Were individual filter levels greater than 0.5 NTU in two consecutive measurements after online for more than four hours?

☐ Yes ☒ No

6. Were individual filter levels greater than 1.0 NTU in two consecutive measurements in three consecutive months?

☐ Yes ☒ No


7. Were individual filter levels greater than 2.0 NTU in two consecutive measurements in two consecutive months?

☐ Yes ☒ No

FILTER NUMBER	n/a
TURBIDITY MEASUREMENTS	n/a
DATE(S) AND TIME(S)	n/a

I certify the information recorded above is true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe  
Operator Printed Name Required

CERTIFIED BY:   
Operator Signature Required

Date: 11/3/22

Certification # WVOP01358 Exp. Date 3/31/2024 Certification Class III



# CONTINUOUS MONITORING

## MONTHLY CHLORINE RESIDUAL REPORT - Required Surface and GUDI Sources

Required for Surface/GWUDI Systems

PWSID NUMBER: WV 3301933

MONTH/YEAR: October 2022

SYSTEM TYPE: (Check One)

☒ Surface☐ GWUDI

SYSTEM NAME Shepherdstown Water

PHONE NUMBER (304) 876-2394

COUNTY jefferson

\*\*Please report Chlorine Residual values to one decimal places (0.0)\*\*

DATE	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TOTAL
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
20													
21													
22													
23													
24													
25													
26													
27													
28													
29													
30													
31													

# of Samples under 0.2 mg/l (free chlorine residual) 0

Total # of Samples Taken

I certify the values recorded above are true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe

(Certified Operator Signature required)

(Certified Operator Signature required)

Date: 11/3/22

Certification #: WVOP01358

Exp. Date March 31, 2024

Certification Class III

Complete and return within 10 days after the end of the month to:  
 WV Office of Environmental Health Services - Data Management  
 350 Capitol Street, Room 313, Charleston, WV 25301-3713  
 Phone: (304) 558-2981 FAX: (304) 558-0139

**FLUORIDATION REPORT  
MONTHLY SUMMARY OF OPERATION**

PWSID NUMBER: WV

3301933

(Required)

MONTH/YEAR: October 2022

SYSTEM TYPE: (Mark One)

Ground

x

Surface

Ground Water Under the Influence of Surface Water

SYSTEM NAME Shepherdstown Water

PHONE NUMBER 876-2394

COUNTY Jefferson

FLUORIDE CHEMICAL USED: HYDROFLUOSILICIC ACID

PURITY: 23.5%

DATE	GALLONS OF WATER TREATED*	POUNDS/GAL OF CHEMICALS USED	ANALYTICAL RESULTS (mg/L)	
			PLANT EFFLUENT	DISTRIBUTION SYSTEM
1	601500.00	13.00	0.66	0.63
2	407100.00	8.00	0.69	0.74
3	764400.00	18.00	0.78	0.74
4	556000.00	12.00	0.64	0.64
5	521400.00	10.00	0.73	0.72
6	643200.00	13.00	0.62	0.57
7	657000.00	15.00	0.79	0.71
8	648500.00	15.00	0.57	0.62
9	400100.00	9.00	0.45	0.65
10	783900.00	16.00	0.59	0.55
11	753700.00	15.00	0.60	0.52
12	599300.00	10.00	0.74	0.72
13	646700.00	12.00	0.74	0.82
14	676100.00	14.00	0.89	0.66
15	653200.00	14.00	0.83	0.84
16	407500.00	10.00	0.69	0.74
17	816900.00	15.00	0.72	0.79
18	620900.00	12.00	0.61	0.72
19	670800.00	14.00	0.74	0.73
20	525400.00	11.00	0.72	0.70
21	655400.00	14.00	0.79	0.68
22	555500.00	12.00	0.74	0.65
23	463500.00	12.00	0.72	0.73
24	764500.00	14.00	0.81	0.64
25	630900.00	13.00	0.75	0.67
26	582800.00	11.00	0.75	0.75
27	572700.00	13.00	0.79	0.74
28	625900.00	13.00	0.77	0.74
29	603900.00	12.00	0.76	0.70
30	339300.00	12.00	0.71	0.65
31	794700.00	15.00	0.78	0.76
TOTAL	18,942,700.00	397.00	22.17	21.52
AVERAGE	611,054.84	12.81	0.72	0.69
HIGHEST READING			0.89	0.84
LOWEST READING			0.45	0.52

\*Optional IF reported on EW-90/EW-103

I certify the values recorded above are true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe

(Certified Operator Printed Name Required)

(Certified Operator Signature Required)

DATE: 11/3/22

Certification#: WVOP01358

Exp. Date 3/31/2024 Certification Class III

Complete and return within 10 days after the end of the month to:  
WV Office of Environmental Health Services - Data Management  
Capitol and Washington Streets, 1 Davis Square, Suite 200, Charleston WV 25301-1798  
Phone: (304) 558-2981 FAX: (304) 558-0139

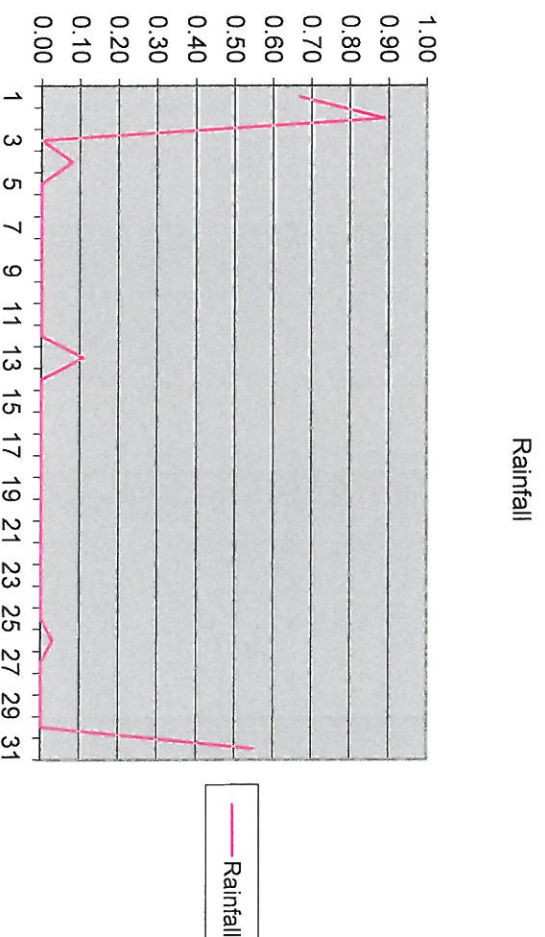
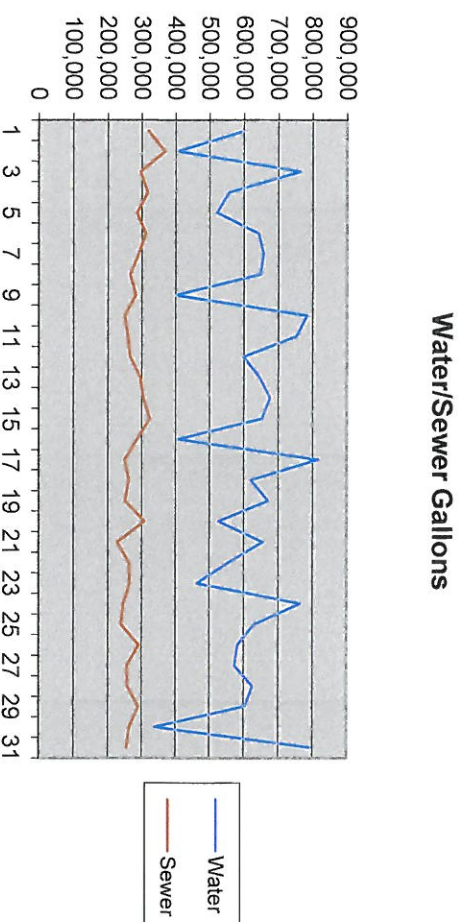
## October 2022 Monthly Reports

	Avg.		Max		Avg. Allowed	Max Allowed		Avg. Lbs.	Max Lbs.		Yearly Lbs.	Yearly Lbs. Allowed
Flow	0.2688	Mgd	0.3693	Mgd	0.6670	Rpt Only		N/A	N/A	N/A		
BOD	<2	Mg/l	<2	Mg/l	30	60		5.30	5.30	167	334	
TSS	2.5	Mg/l	2.5	Mg/l	30	60		6.63	6.63	167	334	
TKN	0.54	Mg/l	0.60	Mg/l	3	6		1.21	1.31	17	33	
Fecal	<10	Cnts/100 MI	<10	Cnts/100 MI	200	400		N/A	N/A	N/A		
Total N	1.25	Mg/l	1.49	Mg/l	Rpt Only	Rpt Only		N/A	90.19	N/A	507	1156.27
Total P	0.03	Mg/l	0.046	Mg/l	Rpt Only	Rpt Only		N/A	2.16	N/A	50.7	17.61
Copper	<0.0037	Mg/l	<0.0037	Mg/l	0.0094	0.0212		N/A	N/A	N/A	N/A	609
Zinc		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A	
Lead		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A	
Aluminum		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A	
Chloride		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A	
Total Hardness		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A	
PH	7.0	S.U.	7.0	S.U.	Min Allowed 6.5	Max Allowed 8.5		N/A	N/A	N/A	N/A	

Field Name	Applied This Month		Year to Date Applied		Loads	Percent Solids	2 Hr PH	24 Hr PH
Landfill		Tons	56.6214	Tons				
Olcott Field 2		Tons		Tons				
Olcott Field 3	3.9975	Tons	3.9975	Tons				
Olcott Field 4		Tons	1.5925	Tons				
Olcott Field 6		Tons		Tons				
Blair-Carter Field 1		Tons		Tons				
Blair-Carter Field 3		Tons		Tons				
Blair-Carter Field 4		Tons		Tons				
Willard Field 1		Tons	4.992	Tons				
Willard Field 3		Tons		Tons				
Willard Field 4		Tons		Tons				
Colbert Field 3		Tons		Tons				
Colbert Field 4		Tons		Tons				
Oakley Field 2		Tons		Tons				
Putz Field 2		Tons		Tons				

## Water/Sewer Flows October 2022

Date	Water	Sewer	RainFall
1	605,100	319,100	0.67
2	407,100	369,300	0.89
3	764,400	295,700	0.00
4	556,000	318,000	0.08
5	521,400	285,900	0.00
6	643,200	310,800	0.00
7	657,000	290,800	0.00
8	648,500	265,800	0.00
9	400,100	282,300	0.00
10	783,900	249,800	0.00
11	753,700	259,000	0.00
12	599,300	265,800	0.00
13	646,700	296,000	0.11
14	676,100	304,400	0.00
15	653,200	324,200	0.00
16	407,500	286,400	0.00
17	816,900	250,100	0.00
18	620,900	262,000	0.00
19	670,800	250,400	0.00
20	525,400	308,600	0.00
21	655,400	228,800	0.00
22	555,500	262,500	0.00
23	463,500	264,200	0.00
24	764,500	246,400	0.00
25	630,900	239,200	0.00
26	582,800	291,500	0.03
27	572,700	256,500	0.00
28	625,900	258,000	0.00
29	603,900	290,500	0.00
30	339,300	263,700	0.00
31	794,700	255,700	0.55
Avg.	611,171	279,077	0.08





SUMMARY OF WASTE WATER TREATMENT PLANT OPERATIONS

Month		October		Year		2022		Plant		Shepherdstown W.W.T.P.		City		Shepherdstown		Operator		Kenny Shipley		
INFLUENT WASTEWATER								DIGESTERS		ACTIVATED SLUDGE		EFFLUENT TEMP.		PLANT EFFLUENT						
Date	Rainfall (inches)	TSS (mg/l)	BO <sub>5</sub> (mg/l)	Flow (mgd)	Temp (F°)	pH	Grit and Screening (cf)	Sludge Added (gal)	Removed (gal)	M.L.S.S.	Degrees Celsius	TSS (mg/l)	BO <sub>5</sub> (mg/l)	Fecal Coll (per 100 ml)	DO (mg/l)	pH	TKN (mg/l)	Total N (mg/l)	Total P (mg/L)	
1	0.67			0.3191				20000												
2	0.89			0.3693				20000												
3				0.2957				20000	5000											
4	0.08	220	137	0.3180				28000	5000			2.5	<2.0	<10		7	0.49	0.88	0.028	
5				0.2859				28000	5000											
6				0.3108				28000	5000											
7				0.2908			8	16000	5000	5521										
8				0.2658				8000												
9				0.2823				6400												
10				0.2498				24000												
11				0.2590				24000	5000								0.49	1.49	0.045	
12				0.2658				24000	5000											
13	0.11			0.2960				24000	5000											
14				0.3044			7	12000	5000											
15				0.3242				12000												
16				0.2864				12000												
17				0.2501				24000	5000											
18				0.2620				32000	5000								0.60	1.16	0.046	
19				0.2504				32000	5000											
20				0.3086				32000	5000											
21				0.2288				16000	5000	5751										
22				0.2625				16000												
23				0.2642				16000												
24				0.2464			7	32000	5000											
25				0.2392				32000	5000								0.58	1.48	<0.01	
26	0.03			0.2915				32000	5000											
27				0.2565				32000	5000											
28				0.2580				20000	5000											
29				0.2905				20000												
30				0.2637				12000												
31	0.55			0.2567				12000												
Total	2.33	220	137	8.6514			22	666400	95000	11272		2.5	<2.0	<10		7	2.16	5.01	0.120	
Average	0.08	220	137	0.2791			7.3	21497	5000	5636		2.5	<2.0	<10		7	0.54	1.25	0.030	
Minimum	0.03	220	137	0.2288			7	6400	5000	5521		2.5	<2.0	<10		7	0.49	0.88	<0.01	
Maximum	0.89	220	137	0.3693			8	32000	5000	5751		2.5	<2.0	<10		7	0.60	1.49	0.046	

MAIL ONE COPY EACH TO:

Office of Environmental Health Services  
Certification & Training Program  
350 Capitol Street, Room 313  
Charleston WV 25301-1798

Division of Environmental Protection  
ATTN: Municipal Branch  
601- 57th Street  
Charleston, WV 25304

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Fw: December 1 - Water and Sewer  
Board Meetings

Yahoo/Sent ☆



Arthur Auxer III &lt;jimauxer@ya



Wed, Nov 9 at 4:03 PM ☆

To: Frank Welch

----- Forwarded Message -----

From: Brooks Crislip &lt;brooks.crislip@amwater.com&gt;

To: jimauxer@yahoo.com &lt;jimauxer@yahoo.com&gt;

Sent: Wednesday, November 9, 2022 at 03:57:52 PM EST

Subject: December 1 - Water and Sewer Board Meetings

Good afternoon Mayor Auxer,

Hope things are well in Shepherdstown as it looks like Shepherd is continuing to light up the scoreboards on Saturdays! I wanted to check in with you as we'll be up that way in early December. If there's room on the agenda, we'd be happy to come speak to the Water/Sewer Boards at the 12/1 meeting to talk generally on options as well as any ways we might be able to partner as soon-to-be neighbors. If you could let me know if that might work on your end, it'd be much appreciated.

Thanks again and good luck with the IUP game on Saturday!

Regards,

Brooks Crislip, Director of Business Development

West Virginia American Water

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