

The regular meeting of the Beverly Town Council was held Monday, February 20, 2020, at 6:30pm in council chambers of the Beverly Town Hall. Members and visitors stood for the Pledge of Allegiance and were led in prayer by Mayor Andy Burns. Mayor Burns then called the meeting to order in the presence of members Debbie Stalnaker, Matt Lewis, Becky Weese and Katie Whittaker. Robbie Moyer was just a few minutes late but was present for the meeting. Recorder Barbara Smith was absent. Visitors included James Rossi, Lynn Phillips, Barbara McCreary, Chris Mielke, Phyllis Baxter, Kenny Weese, Mark Scott and Robin Wilson.

With all members having received copies of the minutes, a motion was made by Mrs. Weese to forgo the oral reading of the January 13, 2020, minutes and accept the minutes as submitted. Motion seconded by Mr. Lewis with all in favor.

LIBRARY PROJECT AT BEVERLY HERITAGE CENTER

Chris Mielke stated that they have over 1000 books already donated but he is attending a meeting this upcoming week at the Library Commission to show them floor plans in hopes of more donations of various items. Mr. Mielke would like the council to approve \$300.00 for the purchase of a tablet, security cameras and 3 alarms for the Beverly Heritage Center.

Council decided to table the decision on the approval of these funds until a later date.

DEPARTMENT OF HIGHWAYS SPEED STUDY

James Rossi spoke in reference to the letter that Mayor Burns sent to John Monk about the speed study. Mr. Rossi stated that there is a very detailed study that they conduct. He said that this is a federal route and it is actively being worked on. He has given his approval but there are guidelines to be followed.

DEPARTMENT OF HIGHWAYS ROH IPMC CASE

James Rossi stated the problem is they need the right of way laid out before proceeding any further. Mr. Rossi explained the process to the council and attempted to answer questions brought to his attention. Mr. Rossi assured council that they are working on this problem, but it is a lengthy process.

ELKINS HIGH SCHOOL PROJECT SAFE GRADUATION

The Elkins Junior Women's Club is requesting a donation for their annual graduation after party. Council decided on a donation of \$250.00. A motion was made by Robbie Moyer for the donation. Second by Katie Whittaker with all in favor.

WVU LAND USE RETAINER AGREEMENT

Mayor Burns stated that the project is complete, but the agreement still needs signed. A motion was made by Katie Whittaker for Mayor Burns to sign the agreement. Second by Robbie Moyer with all in favor.

LANDMARKS COMMISSION COUNCIL REPRESENTATIVE

Barbara McCreary spoke about plans on restorations and meeting dates. She stated the dates will be posted at Town Hall. Ms. McCreary reported on the membership expirations and asked for reappointments for herself and Phyllis Baxter. Mrs. Weese made a motion to reappoint Barbara McCreary and Phyllis Baxter to Landmarks Commission with terms to expire 2023. Second by Robbie Moyer with all in favor.

Phyllis Baxter spoke about upcoming events from the Heritage Center and asked for the Town of Beverly's support.

REMOVE MERCHANT SERVICES CREDIT CARD MACHINE

After discussion it was the council's decision to remove the merchant services credit card machine due to lack of usage. A motion was made by Debbie Stalnaker to remove the merchant service credit card machine. Second by Robbie Moyer with all in favor.

EMPLOYEE CELL PHONES

Discussion was held about the need for cell phones for the Town of Beverly employees. It was decided that service was no longer necessary. Robbie Moyer made a motion to discontinue cell phone service. Second by Becky Weese with all in favor.

WATER AND SEWER RATE INCREASES

A motion was made by Katie Whittaker to proceed with the ordinance for a rate increase with our water rates. Second by Robbie Moyer with all in favor.

VENDOR INVOICES

A motion was made by Mrs. Weese to pay the February invoices in the amount of \$4,688.09. Second by Mr. Lewis with all in favor.

UPDATES AND INFORMATION

Mayor Burns reported that the Sewer Board has opted to move forward on the five estimates they have received.

In reference to the Reed IPMC Case the next hearing is scheduled for March 23, 2020.

Motion made for adjournment made by Mr. Lewis and seconded by Mrs. Weese. Meeting adjourned at 8:15 pm.



MAYOR: ANDY BURNS



DEBBIE STALNAKER

Town of Beverly Water System Rate Evaluation

Revenue/Expense Item	WV PSC Annual Report FY 2017	WV PSC Annual Report FY 2018	WV PSC Annual Report FY 2019	Rates	
				Test Year FY2019	Raising Revenue 43%
Operating Income*					
Metered Sales	\$512,432	\$539,168	\$541,914	\$541,914	\$774,937.02
Temporary Surcharge					\$0
Other Income	\$29,981	\$18,895	\$16,629	\$16,629	\$16,629
Total Income*	\$542,413	\$558,063	\$558,543	\$558,543	\$791,566
Operating Expenses					
Source of Supply					
Operation Labor					
Purchased Power	\$2,483	\$2,683	\$2,978	\$2,978	\$2,978
Materials and Supplies	\$102				\$0
Maintenance					\$0
Subtotal Source of Supply Expenses	\$2,585	\$2,683	\$2,978	\$2,978	\$3,574
Pumping Expenses					
Operation Labor					\$0
Fuel or Power Purchased for Pumping					\$0
Operation Supplies and Expenses					\$0
Maintenance of Pumping Plant					\$0
Subtotal Pumping Expenses	\$0	\$0	\$0	\$0	\$0
Water Treatment Expenses					
Salaries and Wages	\$131,004	\$123,025	\$116,181	\$116,181	\$116,181
Benefits	\$25,281	\$5,126	\$7,060	\$7,060	\$7,060
Purchased Power	\$22,436	\$24,150	\$26,797	\$26,797	\$26,797
Chemicals	\$20,121	\$26,904	\$30,195	\$30,195	\$30,195
Materials and Supplies	\$52,628	\$1,992	\$1,064	\$1,064	\$1,064
Maintenance of Treatment Plant	\$21,275	\$10,749	\$15,430	\$15,430	\$15,430
Subtotal Water Treatment Expenses	\$272,745	\$191,946	\$196,727	\$196,727	\$196,727
Transmission And Distribution					
Labor					\$0
Materials and Supplies	\$4,278	\$13,430	\$8,468	\$8,468	\$8,468
Maintenance	\$211,529	\$56,232	\$48,234	\$48,234	\$48,234
Subtotal Transmission and Distribution	\$215,807	\$69,662	\$56,702	\$56,702	\$56,702
Customer Service					
Meter Reading Labor					\$0
Materials and Supplies	\$2,948	\$3,563	\$4,558	\$4,558	\$4,558
Subtotal Customer Service Expenses	\$2,948	\$3,563	\$4,558	\$4,558	\$4,558
Administrative and General Expenses					
Salaries and Wages	\$41,192	\$30,600	\$29,538	\$29,538	\$29,538
Benefits	\$38,934	\$8,937	\$11,545	\$11,545	\$11,545
Materials and Supplies	\$9,685	\$3,386	\$20,857	\$20,857	\$20,857
Contractual Services			\$8,574	\$8,574	\$8,574
Transportation Expenses	\$4,278	\$4,082	\$5,154	\$5,154	\$5,154
Insurance	\$9,458	\$8,965	\$10,699	\$10,699	\$10,699
Miscellaneous Expenses	\$13,795	\$31,020	\$31,347	\$31,347	\$31,347
Subtotal Administrative and General Expenses	\$117,342	\$86,990	\$117,714	\$117,714	\$117,714
Taxes	\$25,666	\$22,147	\$18,196	\$18,196	\$18,196
Depreciation		\$135,515	\$137,368	\$137,368	\$137,368
Total Operation Expenses	\$637,093	\$512,506	\$534,243	\$534,243	\$534,839
Income Available for Debt Service (A)	(\$94,680)	\$45,557	\$24,300	\$24,300	\$256,727
Debt Service					
Principal and Interest	\$9,907	\$9,054	\$8,462	\$8,462	\$8,462
Debt Service Reserve (MBC)	\$156,234	\$138,554	\$138,813	\$138,813	\$138,813
Total Debt Service (B)	\$166,141	\$147,608	\$147,275	\$147,275	\$147,275
Total Expenses	\$803,234	\$660,114	\$681,518	\$681,518	\$682,114
Surplus (Deficit)	(\$260,821)	(\$102,051)	(\$122,975)	(\$122,975)	\$109,452
Debt Coverage (A/B)*	-0.57	0.31	0.16	0.16	1.74
Calculations Using Typical R&R Reserve Requirements				Rates Current	Revenue Raised 43%
	FY 2017	FY 2018	FY2019		
Typical Reserve Requirements					
Capital/R&R Reserve (2.5% of revenue)	\$13,560	\$13,952	\$13,964	\$13,964	\$19,789
SB234/Capital Reserve (12.5% of O&M expenses)	\$79,637	\$64,063	\$66,780	\$66,780	\$66,855
Total Reserve Expenses	\$93,197	\$78,015	\$80,744	\$80,744	\$86,644
Total Expenses	\$896,431	\$738,129	\$762,262	\$762,262	\$768,758
Surplus (Deficit)	(\$354,018)	(\$180,066)	(\$203,719)	(\$203,719)	\$22,808
Income Available for Debt Service (A)	(\$187,877)	(\$32,458)	(\$56,444)	(\$56,444)	\$170,083
Total Debt Service (B)	\$166,141	\$147,608	\$147,275	\$147,275	\$147,275
Debt Coverage (A/B)*	-1.13	-0.22	-0.38	-0.38	1.15

* Funding agencies require 1.15; <1.00 means utility is operating at a deficit.

(a Hachment #1)