

Corp. of Harpers Ferry

P & L Budget vs. Actual (General, Excluding Water & Coal)

July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
General				
296 · Restricted Fund Balance	0.00	71,500.00	-71,500.00	0.0%
297 · Committed Fund Balance	0.00	1,000.00	-1,000.00	0.0%
298 · Assigned Fund Balance	0.00	274,050.00	-274,050.00	0.0%
299 · Unassigned Fund Balance	0.00	1,012,550.00	-1,012,550.00	0.0%
301-01 · Property Tax Current Year	60,076.25	82,681.00	-22,604.75	72.7%
303 · Oil & Gas Severance Tax	2,749.82	2,750.00	-0.18	100.0%
304 · Excise Tax on Utilities	4,040.28	10,000.00	-5,959.72	40.4%
305 · Business and Occupation Tax	139,935.74	180,000.00	-40,064.26	77.7%
306 · Liquor & Wine Tax	9,416.36	9,750.00	-333.64	96.6%
307 · Animal Control Tax	86.40	110.00	-23.60	78.5%
308 · Hotel Motel	48,341.74	70,000.00	-21,658.26	69.1%
314 · Sales Tax Revenue	225,289.78	265,000.00	-39,710.22	85.0%
320 · Fines, Fees & Court Cost	11,664.08	25,000.00	-13,335.92	46.7%
320_399 · Police Department Rev Sources	0.00			
325 · Licenses	5,407.73	5,500.00	-92.27	98.3%
326 · Building Permit Fees	5,391.74	3,500.00	1,891.74	154.0%
327 · Miscellaneous Permits (Parking)	550.00	500.00	50.00	110.0%
328 · Franchise Fees	1,713.59	3,000.00	-1,286.41	57.1%
330 · IRP Fees	3,049.60	4,000.00	-950.40	76.2%
340 · Parks and Rec.	1,271.32	1,000.00	271.32	127.1%
342 · Parking Meter Revenue	140,712.27	210,000.00	-69,287.73	67.0%
345 · Rents & Concessions	66,130.63	85,000.00	-18,869.37	77.8%
365 · Federal Government Grants	0.00	3,500.00	-3,500.00	0.0%
368 · Contributions from other Entiti	4,940.00	85,000.00	-80,060.00	5.8%
376 · Table Gaming Income	9,038.16	15,000.00	-5,961.84	60.3%
380 · Interest Earned on Investments	4,071.24	3,000.00	1,071.24	135.7%
382 · Refunds and Rebates	839.53	1,500.00	-660.47	56.0%
397 · Lottery	21,806.89	37,000.00	-15,193.11	58.9%
399 · Miscellaneous Revenue	738.82	1,000.00	-261.18	73.9%
405 · Board of Zoning-Appeal	100.00	1,000.00	-900.00	10.0%
Total General	767,361.97	2,463,891.00	-1,696,529.03	31.1%
Total Income	767,361.97	2,463,891.00	-1,696,529.03	31.1%
Gross Profit	767,361.97	2,463,891.00	-1,696,529.03	31.1%
Expense				
001.760 Parking	7,877.56	11,110.56	-3,233.00	70.9%
405 - Board of Zoning Appeals	0.00	300.00	-300.00	0.0%
Capital Projects Expenditures				
001.975 · General Government	0.00	649,381.00	-649,381.00	0.0%
001.976 · Public Safety	0.00	50,000.00	-50,000.00	0.0%
001.977 · Street and Transportation	9,500.00	170,000.00	-160,500.00	5.6%
Total Capital Projects Expenditures	9,500.00	869,381.00	-859,881.00	1.1%

Corp. of Harpers Ferry

P & L Budget vs. Actual (General, Excluding Water & Coal)

July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Culture & Rec Exp				
900 · Parks	821.60	4,915.00	-4,093.40	16.7%
901 · Visitors Bureau -H	25,746.00	35,000.00	-9,254.00	73.6%
906 · Arts & Humanities -H	42,412.14	104,000.00	-61,587.86	40.8%
911 · Historical Landmarks Com.	0.00	1,500.00	-1,500.00	0.0%
916 · Library	0.00	4,500.00	-4,500.00	0.0%
Total Culture & Rec Exp	68,979.74	149,915.00	-80,935.26	46.0%
001.402 · Economic Development	2,837.13	13,000.00	-10,162.87	21.8%
001.409 · Office of Mayor	12,586.19	22,600.00	-10,013.81	55.7%
001.410 · Members of Council	10,382.50	21,900.00	-11,517.50	47.4%
001.411 · Office of Recorder	3,114.75	6,515.00	-3,400.25	47.8%
001.413 · Office of Treasurer	39,746.25	60,715.51	-20,969.26	65.5%
001.415 · Office of City Clerk	42,195.55	69,334.62	-27,139.07	60.9%
001.426 · Litigation Reserve	0.00	5,000.00	-5,000.00	0.0%
001.435 · Region 9 Dev. Authority	228.00	230.00	-2.00	99.1%
001.437 · Planning Commission	0.00	20,500.00	-20,500.00	0.0%
001.438 · Elections	0.00	0.00	0.00	0.0%
001.440 · City Hall	117,382.02	266,838.96	-149,456.94	44.0%
001.699 · Contingencies	0.00	243,000.00	-243,000.00	0.0%
001.700 · Police Dept	297,974.42	525,636.65	-227,662.23	56.7%
001.706 · Fire Dept	0.00	3,000.00	-3,000.00	0.0%
001.750 · Street Department	58,465.17	114,813.70	-56,348.53	50.9%
001.751 · Street Lights	7,802.46	17,600.00	-9,797.54	44.3%
001.752 · Street Signs	80.00	1,000.00	-920.00	8.0%
001.753 · Snow Removal	22,902.50	27,000.00	-4,097.50	84.8%
001.759 · Public Transit	0.00	4,500.00	-4,500.00	0.0%
417 · Office of Attorney	1,500.00	10,000.00	-8,500.00	15.0%
Total Expense	703,554.24	2,463,891.00	-1,760,336.76	28.6%
Net Ordinary Income	63,807.73	0.00	63,807.73	100.0%
Net Income	63,807.73	0.00	63,807.73	100.0%

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
General									
301-01 · Property Tax Current Year									
Deposit	01/02/2024	11549	Sheriff of Jefferson Co.	FY 2024 Prop ...	General		001 General Fu...	756.46	756.46
Total 301-01 · Property Tax Current Year								756.46	756.46
304 · Excise Tax on Utilities									
Deposit	01/02/2024	6929704	State of WV_c	Nov collection...	General		001 General Fu...	0.15	0.15
Total 304 · Excise Tax on Utilities								0.15	0.15
305 · Business and Occupation Tax									
Deposit	01/02/2024	2886	Charles Carter Coun...	FY 2024 Q2 B...	General		001 General Fu...	1.21	1.21
Deposit	01/02/2024	1034	Village Shop (The)	FY 2024 Q2 B...	General		001 General Fu...	180.35	181.56
Deposit	01/02/2024		Towns Inn	Jan DPA B&O...	General		001 General Fu...	58.32	239.88
Deposit	01/04/2024	1330	Bed and Biskit	FY 2024 Q2 B...	General		001 General Fu...	82.54	322.42
Deposit	01/04/2024	1610	Interpretive Direction...	FY 2024 Q2 B...	General		001 General Fu...	113.18	435.60
Deposit	01/04/2024	12366	R.S. Excavating & C...	FY 2024 Q2 B...	General		001 General Fu...	50.76	486.36
Deposit	01/04/2024	1376	Magpie	FY 2024 Q2 B...	General		001 General Fu...	33.07	519.43
Deposit	01/04/2024	1137	Rental - Wheelless/C...	FY 2024 Q2 B...	General		001 General Fu...	18.00	537.43
Deposit	01/08/2024	1649	Top Priority Lawn Care	FY 2024 Q2 B...	General		001 General Fu...	2.53	539.96
Deposit	01/08/2024	2145	Comstock Plumbing	FY 2024 Q2 B...	General		001 General Fu...	64.53	604.49
Deposit	01/08/2024	1347	Rockhaven Services	FY 2024 Q2 B...	General		001 General Fu...	244.23	848.72
Deposit	01/09/2024	1265	DGE, LLC	FY 2024 Q2 B...	General		001 General Fu...	39.00	887.72
Deposit	01/09/2024	10385...	USB Leasing LT	FY 2024 Q1 B...	General		001 General Fu...	49.50	937.22
Deposit	01/18/2024	3242	Blue Maple LLC	FY 2024 Q2 B...	General		001 General Fu...	40.71	977.93
Deposit	01/18/2024	89452	Thompson Gas & El...	FY 2024 Q2 B...	General		001 General Fu...	697.23	1,675.16
Deposit	01/18/2024	304	Potomac Adventure	FY 2024 Q2 B...	General		001 General Fu...	348.00	2,023.16
Deposit	01/18/2024	303	Carrot Top Cottage	FY 2024 Q2 B...	General		001 General Fu...	198.00	2,221.16
Deposit	01/18/2024	4845	Funk Electrical Servi...	FY 2024 Q2 B...	General		001 General Fu...	2.50	2,223.66
Deposit	01/18/2024	4110	Crestar Realty	FY 2024 Q2 B...	General		001 General Fu...	59.00	2,282.66
Deposit	01/18/2024	6360	Hillside Child Care	FY 2024 Q2 B...	General		001 General Fu...	676.25	2,958.91
Deposit	01/18/2024	01001...	Sysco Food Services...	FY 2024 Q2 B...	General		001 General Fu...	243.76	3,202.67
Deposit	01/18/2024	2343	Outfitter at Harpers F...	FY 2024 Q2 B...	General		001 General Fu...	639.17	3,841.84
Deposit	01/18/2024	3213	Vintage Lady (The)	FY 2024 Q2 B...	General		001 General Fu...	403.67	4,245.51
Deposit	01/18/2024	57976	Loudoun Valley Roof...	FY 2024 Q2 B...	General		001 General Fu...	1,345.68	5,591.19
Deposit	01/18/2024	14661	Kelly Services Globa...	FY 2024 Q2 B...	General		001 General Fu...	160.48	5,751.67
Deposit	01/18/2024	4532	Mountainside Lodge	FY 2024 Q2 B...	General		001 General Fu...	79.21	5,830.88
Deposit	01/18/2024	4533	Lookout Inn	FY 2024 Q2 B...	General		001 General Fu...	92.53	5,923.41
Deposit	01/18/2024	4534	186-196 High Street,...	FY 2024 Q2 B...	General		001 General Fu...	93.45	6,016.86
Deposit	01/18/2024	3970	Rabbit Hole, The	FY 2024 Q2 B...	General		001 General Fu...	2,676.30	8,693.16
Deposit	01/18/2024	2370	Fiddler's Highway	FY 2024 Q2 B...	General		001 General Fu...	76.29	8,769.45
Deposit	01/18/2024	6668	Angler's Inn (The)	FY 2024 Q2 B...	General		001 General Fu...	91.00	8,860.45
Deposit	01/18/2024	10879	Antietam Tree Servic...	FY 2024 Q2 B...	General		001 General Fu...	13.44	8,873.89
Deposit	01/18/2024	1482	Mary Adams Jewelry	FY 2024 Q2 B...	General		001 General Fu...	475.99	9,349.88
Deposit	01/18/2024	5096	Rankin Painting	FY 2024 Q2 B...	General		001 General Fu...	15.30	9,365.18
Deposit	01/18/2024	28492	Surebets Services, I...	FY 2024 Q2 B...	General		001 General Fu...	0.87	9,366.05
Deposit	01/18/2024	1380	Magpie	FY 2024 Q2 B...	General		001 General Fu...	111.16	9,477.21
Deposit	01/18/2024	265	Lily Garden at Camp...	FY 2024 Q2 B...	General		001 General Fu...	85.31	9,562.52
Deposit	01/18/2024	117	Cherry Tree Lodging	FY 2024 Q2 B...	General		001 General Fu...	11.45	9,573.97
Deposit	01/18/2024	449	Tessoterica	FY 2024 Q2 B...	General		001 General Fu...	60.50	9,634.47
Deposit	01/18/2024		Valentine Electric Inc	FY 2024 Q2 B...	General		002 WVGOPA...	17.20	9,651.67
Deposit	01/23/2024	1511	Wildwood Services	FY 2024 Q2 B...	General		001 General Fu...	8.75	9,660.42
Deposit	01/23/2024	23976	Home Depot	FY 2024 Q2 B...	General		001 General Fu...	459.87	10,120.29
Deposit	01/23/2024	1185	Appalachian Chamb...	FY 2024 Q2 B...	General		001 General Fu...	80.00	10,200.29
Deposit	01/23/2024	2604860	Griffith Energy Servi...	FY 2024 Q2 B...	General		001 General Fu...	1,715.95	11,916.24
Deposit	01/23/2024	20040...	Southern' States	FY 2024 Q2 B...	General		001 General Fu...	11.84	11,928.08
Deposit	01/23/2024	23208	Holtzman Oil Corp._c	FY 2024 Q2 B...	General		001 General Fu...	83.53	12,011.61
Deposit	01/23/2024	1762	Frederick Fence Co...	FY 2024 Q2 B...	General		001 General Fu...	264.74	12,276.35
Deposit	01/23/2024	10546...	Coca-Cola	FY 2024 Q2 B...	General		001 General Fu...	42.52	12,318.87
Deposit	01/23/2024		491 Washington ST ...	FY 2024 Q2 B...	General		002 WVGOPA...	159.87	12,478.74
Deposit	01/25/2024	1092	Mountain Mama	FY 2024 Q2 B...	General		001 General Fu...	115.04	12,593.78
Deposit	01/25/2024	2521	SWAN Hilltop LLC	FY 2024 Q2 B...	General		001 General Fu...	909.77	13,503.55
Deposit	01/25/2024	2019352	Blossman Propane ...	FY 2024 Q2 B...	General		001 General Fu...	69.53	13,573.08
Deposit	01/25/2024	1720	Valley Energy Comp...	FY 2024 Q2 B...	General		001 General Fu...	5.85	13,578.93
Deposit	01/25/2024	1490	Armory House	FY 2024 Q2 B...	General		001 General Fu...	119.00	13,697.93
Deposit	01/25/2024	4070	Look Family Exterior...	FY 2024 Q2 B...	General		001 General Fu...	264.00	13,961.93
Deposit	01/25/2024	77160	AC & T Co., Inc.	FY 2024 Q2 B...	General		001 General Fu...	15.84	13,977.77
Deposit	01/25/2024	1051	La Soledad Guest H...	FY 2024 Q2 B...	General		001 General Fu...	124.71	14,102.48
Deposit	01/25/2024	1143	Trouvaille	FY 2024 Q2 B...	General		001 General Fu...	217.74	14,320.22
Deposit	01/30/2024	2480	Battle Ground Baker...	FY 2024 Q2 B...	General		001 General Fu...	651.98	14,972.20
Deposit	01/30/2024	861	Sandy's Domestic S...	FY 2024 Q2 B...	General		001 General Fu...	32.64	15,004.84
Deposit	01/30/2024	2229669	Reddy Ice	FY 2024 Q2 B...	General		001 General Fu...	3.64	15,008.48
Deposit	01/30/2024	3072078	First Energy	FY 2024 Q2 B...	General		001 General Fu...	14,787.10	29,795.58
Deposit	01/30/2024	4657	Hodge Podge	FY 2024 Q2 B...	General		001 General Fu...	65.84	29,861.42
Deposit	01/30/2024	402311	Schenck Foods	FY 2024 Q2 B...	General		001 General Fu...	136.41	29,997.83
Deposit	01/30/2024	82326...	US Foods	FY 2024 Q2 B...	General		001 General Fu...	116.52	30,114.35
Deposit	01/30/2024	7071921	USB Leasing LT	FY 2024 Q2 B...	General		001 General Fu...	39.39	30,153.74
Deposit	01/30/2024	1686472	Long & Foster Real ...	FY 2024 Q2 B...	General		001 General Fu...	196.25	30,349.99
Deposit	01/30/2024	122796	Home Paramount Pe...	FY 2024 Q2 B...	General		001 General Fu...	98.03	30,448.02
Deposit	01/30/2024	15784...	Comcast Broadband ...	FY 2024 Q2 B...	General		001 General Fu...	5.55	30,453.57
Deposit	01/30/2024	15784...	Comcast of CA/MD/...	FY 2024 Q2 B...	General		001 General Fu...	837.90	31,291.47
Deposit	01/30/2024	1788	Bolivar Bread Bakery...	FY 2024 Q2 B...	General		001 General Fu...	984.58	32,276.05
Deposit	01/31/2024	82355...	DeLage Laden Finan...	FY 2024 Q2 B...	General		001 General Fu...	13.97	32,290.02

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	01/31/2024	1001	Jack Weaver	FY 2024 Q2 B...	General		001 General Fu...	270.00	32,560.02
Deposit	01/31/2024	1017	Deborah Fleming - R...	FY 2024 Q2 B...	General		001 General Fu...	70.50	32,630.52
Deposit	01/31/2024	1014	Deborah Fleming - R...	FY 2024 Q1 B...	General		001 General Fu...	139.05	32,769.57
Deposit	01/31/2024	1430	Creamy Creations	FY 2024 Q2 B...	General		001 General Fu...	158.39	32,927.96
Deposit	01/31/2024	1229	Isabella's	FY 2024 Q2 B...	General		001 General Fu...	294.47	33,222.43
Deposit	01/31/2024	1465	Almost Heaven Pub ...	FY 2204 Q2 B...	General		001 General Fu...	418.08	33,640.51
Deposit	01/31/2024	2275	levegeni Ivanytsia	FY 2024 Q2 B...	General		001 General Fu...	36.00	33,676.51
Total 305 · Business and Occupation Tax								33,676.51	33,676.51
306 · Liquor & Wine Tax									
Deposit	01/16/2024		State of WV	FY 2204 Q4 Li...	General		001 General Fu...	3,354.74	3,354.74
Total 306 · Liquor & Wine Tax								3,354.74	3,354.74
308 · Hotel Motel									
Deposit	01/01/2024		Towns Inn	DPA Room O...	Hotel Occ...		Hotel Motel Tax	200.00	200.00
Deposit	01/04/2024	1331	Bed and Biskit	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	412.70	612.70
Deposit	01/08/2024	1348	Rockhaven Services	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	63.50	676.20
Deposit	01/18/2024	307	Potomac Adventure	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	1,099.00	1,775.20
Deposit	01/18/2024	308	Carrot Top Cottage	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	581.00	2,356.20
Deposit	01/18/2024	3222497	Expedia.com	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	1,135.95	3,492.15
Deposit	01/18/2024	3243	Blue Maple LLC	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	203.53	3,695.68
Deposit	01/18/2024	266	Lily Garden at Camp...	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	426.57	4,122.25
Deposit	01/23/2024	2182820	491 Washington ST ...	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	979.90	5,102.15
Deposit	01/23/2024	2182685	Lowe Property Holdi...	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	226.70	5,328.85
Deposit	01/23/2024	3224688	HomeAway	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	2,022.33	7,351.18
Deposit	01/23/2024	2182169	AirBNB	FY 2024 Q2 D...	Hotel Occ...		Hotel Motel Tax	1,021.82	8,373.00
Deposit	01/31/2024	1083	Deborah Fleming - R...	FY 2024 Q1 R...	Hotel Occ...		Hotel Motel Tax	708.75	9,081.75
Deposit	01/31/2024	1016	Deborah Fleming - R...	FY 2024 Q2 R...	Hotel Occ...		Hotel Motel Tax	352.50	9,434.25
Total 308 · Hotel Motel								9,434.25	9,434.25
314 · Sales Tax Revenue									
Deposit	01/16/2024		State of WV	FY 2024 Q2 M...	General		001 General Fu...	80,520.26	80,520.26
Total 314 · Sales Tax Revenue								80,520.26	80,520.26
320 · Fines, Fees & Court Cost									
Deposit	01/08/2024			Tickets	Police		002 WVGOPA...	116.66	116.66
Deposit	01/10/2024			Tickets	Police		002 WVGOPA...	490.00	606.66
Deposit	01/11/2024			Tickets	Police		002 WVGOPA...	29.17	635.83
Deposit	01/31/2024			Tickets	Police		002 WVGOPA...	58.00	693.83
Total 320 · Fines, Fees & Court Cost								693.83	693.83
325 · Licenses									
Deposit	01/03/2024		Braman Construction	FY 2024 Busi...	General		002 WVGOPA...	25.00	25.00
Deposit	01/09/2024	1110	Jefferson Constructi...	FY 2024 Busi...	General		001 General Fu...	15.00	40.00
Deposit	01/09/2024	10386...	USB Leasing LT	FY 2024 Busi...	General		001 General Fu...	25.00	65.00
Deposit	01/25/2024		Kamstarr	FY 2024 Busi...	General		001 General Fu...	15.00	80.00
Deposit	01/30/2024	8005	Mountain View Solar...	FY 2024 Busi...	General		001 General Fu...	15.00	95.00
Total 325 · Licenses								95.00	95.00
326 · Building Permit Fees									
Deposit	01/30/2024	11462	J L Smith Construction	ZCPA 2024-0...	General		001 General Fu...	4,125.00	4,125.00
Deposit	01/30/2024	397	Zelege, Michael	ZCPA 2024-0...	General		001 General Fu...	190.00	4,315.00
Total 326 · Building Permit Fees								4,315.00	4,315.00
327 · Miscellaneous Permits (Parking)									
Deposit	01/30/2024	1350	Rockhaven Propertie...	2024 parking ...	General		001 General Fu...	100.00	100.00
Total 327 · Miscellaneous Permits (Parking)								100.00	100.00
330 · IRP Fees									
Deposit	01/02/2024	6929704		NOV Collectio...	General		001 General Fu...	350.63	350.63
Total 330 · IRP Fees								350.63	350.63
342 · Parking Meter Revenue									
342.2 Parking Fine Revenue									
Deposit	01/01/2024			Tickets	General		002 WVGOPA...	20.00	20.00
Deposit	01/02/2024			Tickets	General		002 WVGOPA...	30.00	50.00
Deposit	01/03/2024			Tickets	General		General Court ...	80.00	130.00
Deposit	01/03/2024			Tickets	General		002 WVGOPA...	50.00	180.00
Deposit	01/04/2024			Tickets	General		002 WVGOPA...	40.00	220.00
Deposit	01/05/2024			Tickets	General		General Court ...	40.00	260.00
Deposit	01/09/2024			Tickets	General		General Court ...	80.00	340.00
Deposit	01/12/2024			Tickets	General		General Court ...	30.00	370.00
Deposit	01/13/2024			Tickets	General		002 WVGOPA...	20.00	390.00
Deposit	01/26/2024			Tickets	General		General Court ...	170.00	560.00

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Deposit	01/27/2024			Tickets	General		002 WVGOPA...	25.00	585.00
Deposit	01/30/2024			Tickets	General		002 WVGOPA...	30.00	615.00
Total 342.2 Parking Fine Revenue								615.00	615.00
Total 342 · Parking Meter Revenue								615.00	615.00
345 · Rents & Concessions									
Deposit	01/02/2024	32255...	US Post Office	Dec 2023 Ren...	General		001 General Fu...	2,357.58	2,357.58
Deposit	01/02/2024	15016...	US Cellular_c	Jan 2024 RE...	General		001 General Fu...	1,935.99	4,293.57
Deposit	01/04/2024	33253...	AT&T_c	Jan 2024 Rent...	General		001 General Fu...	1,259.71	5,553.28
Deposit	01/31/2024	32262...	US Post Office	Jan 2024 Rent...	General		001 General Fu...	2,357.58	7,910.86
Deposit	01/31/2024	33253...	AT&T_c	FEB 2024 Cell...	General		001 General Fu...	1,259.71	9,170.57
Total 345 · Rents & Concessions								9,170.57	9,170.57
376 · Table Gaming Income									
Deposit	01/16/2024		State of WV	Dec 2023 Tab...	General		001 General Fu...	36.51	36.51
Deposit	01/16/2024		State of WV	Dec 2023 Tab...	General		001 General Fu...	1,122.49	1,159.00
Total 376 · Table Gaming Income								1,159.00	1,159.00
380 · Interest Earned on Investments									
Deposit	01/31/2024			Interest	Police		General Court ...	92.56	92.56
Deposit	01/31/2024			Interest	Police		HF/Bolivar Dru...	0.64	93.20
Deposit	01/31/2024			Interest	Hotel Occ...		Hotel Motel Tax	12.61	105.81
Deposit	01/31/2024			Interest	General		252PS · JSB P...	12.90	118.71
Deposit	01/31/2024			Interest	Park and ...		HF Parks and ...	0.60	119.31
Deposit	01/31/2024			Interest	Police		Police Equipt R...	3.86	123.17
Deposit	01/31/2024			Interest	General		SWaN Escrow ...	110.03	233.20
Deposit	01/31/2024			Interest	General		001 General Fu...	322.25	555.45
Total 380 · Interest Earned on Investments								555.45	555.45
397 · Lottery									
Deposit	01/06/2024		State of WV	CT Dec	General		001 General Fu...	1,047.34	1,047.34
Deposit	01/13/2024		State of WV	CT Race Track	General		001 General Fu...	911.23	1,958.57
Deposit	01/20/2024		State of WV	CT Race Track	General		001 General Fu...	770.71	2,729.28
Deposit	01/26/2024		State of WV	Video Lottery	General		001 General Fu...	78.18	2,807.46
Deposit	01/27/2024		State of WV	CT Race Track	General		001 General Fu...	1,028.31	3,835.77
Total 397 · Lottery								3,835.77	3,835.77
399 · Miscellaneous Revenue									
Deposit	01/31/2024	1015	Deborah Fleming - R...	NSF fee Flemi...	General		001 General Fu...	14.00	14.00
Total 399 · Miscellaneous Revenue								14.00	14.00
Total General								148,646.62	148,646.62
Total Income								148,646.62	148,646.62
Gross Profit								148,646.62	148,646.62
Expense									
001.760 Parking									
Payroll-Parking									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	252.00	252.00
Total Payroll-Parking								252.00	252.00
PR Taxes-Parking									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	22.67	22.67
Total PR Taxes-Parking								22.67	22.67
Total 001.760 Parking								274.67	274.67
Culture & Rec Exp									
900 · Parks									
Utilities Pa									
Bill	01/05/2024	00035...	Harpers Ferry Water ...	Dec usage, Ja...	General		20000 · Accou...	38.50	38.50
Bill	01/10/2024	11008...	Potomac Edison	Dec usage To...	General		20000 · Accou...	30.79	69.29
Total Utilities Pa								69.29	69.29
Total 900 · Parks								69.29	69.29
901 · Visitors Bureau -H									
Check	01/04/2024	308	Jefferson County CVB	FY 2024 Q2 D...	Hotel Occ...		Hotel Motel Tax	7,526.13	7,526.13
Total 901 · Visitors Bureau -H								7,526.13	7,526.13
Total Culture & Rec Exp								7,595.42	7,595.42
001.409 · Office of Mayor									
PR Taxes Employer M									
General Journal	01/31/2024			payroll MAYO...	General		001 General Fu...	136.50	136.50
Total PR Taxes Employer M								136.50	136.50

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Salary M									
General Journal	01/31/2024			payroll MAYO...	General		001 General Fu...	1,666.67	1,666.67
Total Salary M								1,666.67	1,666.67
Total 001.409 · Office of Mayor								1,803.17	1,803.17
001.413 · Office of Treasurer									
Group Ins. T									
Check	01/22/2024	EFT	PEIA	Treasurer PEI...	General		Harpers Ferry ...	626.93	626.93
Total Group Ins. T								626.93	626.93
Pension Expense T									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	253.07	253.07
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	234.09	487.16
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	214.66	701.82
Total Pension Expense T								701.82	701.82
PR Taxes Employer T									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	230.20	230.20
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	211.22	441.42
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	191.79	633.21
Total PR Taxes Employer T								633.21	633.21
Salary T									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	2,811.91	2,811.91
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	2,601.01	5,412.92
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	2,385.13	7,798.05
Total Salary T								7,798.05	7,798.05
Total 001.413 · Office of Treasurer								9,760.01	9,760.01
001.415 · Office of City Clerk									
Health Insurance CC									
Check	01/22/2024	EFT	PEIA	Clerk PEIA Pr...	General		Harpers Ferry ...	638.93	638.93
Total Health Insurance CC								638.93	638.93
Pension Expense CC									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	182.25	182.25
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	176.63	358.88
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	178.88	537.76
Total Pension Expense CC								537.76	537.76
PR Taxes Employer CC									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	178.01	178.01
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	172.37	350.38
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	174.62	525.00
Total PR Taxes Employer CC								525.00	525.00
Salary CC									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	2,025.00	2,025.00
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	1,962.50	3,987.50
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	1,987.50	5,975.00
Total Salary CC								5,975.00	5,975.00
Total 001.415 · Office of City Clerk								7,676.69	7,676.69
001.440 · City Hall									
Payroll Processing-C									
General Journal	01/04/2024			payroll proces...	General		001 General Fu...	27.32	27.32
General Journal	01/18/2024			payroll proces...	General		001 General Fu...	104.98	132.30
General Journal	01/31/2024			payroll proces...	General		001 General Fu...	43.43	175.73
Total Payroll Processing-C								175.73	175.73
Auto Supplies (Gas & Oil) C									
Bill	01/01/2024	NP657...	Fuelman	Dec usage	General		20000 · Accou...	94.73	94.73
Total Auto Supplies (Gas & Oil) C								94.73	94.73
Capital Outlay-Equip									
Bill	01/09/2024	76592	Advantage Technolo...	INV 76592 do...	General		20000 · Accou...	903.92	903.92
Bill	01/31/2024	77019	Advantage Technolo...	INV 77019 La...	General		20000 · Accou...	903.92	1,807.84
Total Capital Outlay-Equip								1,807.84	1,807.84

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Contracted Services C									
Bill	01/01/2024	76327	Advantage Technolo...	INV 76327 Su...	General		20000 · Accou...	272.74	272.74
Bill	01/24/2024	76980	Advantage Technolo...	INV 76980 La...	General		20000 · Accou...	267.80	540.54
Bill	01/31/2024	77020	Advantage Technolo...	INV 77020 E...	General		20000 · Accou...	213.75	754.29
Bill	01/31/2024	77069	Advantage Technolo...	INV 77069 Su...	General		20000 · Accou...	272.74	1,027.03
Total Contracted Services C								1,027.03	1,027.03
Data Processing C									
Check	01/04/2024	16430	Kevin Carden	FY 2024 Q2 ...	General		001 General Fu...	300.00	300.00
Total Data Processing C								300.00	300.00
Insurance and Bonds									
Bill	01/01/2024	36684...	ENCOVA Insurance	Payment 3 W...	General		20000 · Accou...	256.05	256.05
Total Insurance and Bonds								256.05	256.05
Leased Equipment C									
Check	01/09/2024	EFT	Leaf	Jan Copier lea...	General		001 General Fu...	104.50	104.50
Total Leased Equipment C								104.50	104.50
Pension Expense C									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	218.03	218.03
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	174.58	392.61
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	190.38	582.99
Total Pension Expense C								582.99	582.99
PR Taxes Employer C									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	314.17	314.17
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	265.32	579.49
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	286.50	865.99
Total PR Taxes Employer C								865.99	865.99
Professional Services C									
Bill	01/31/2024	32480	CoxHollidayoung PL...	Jan 2024 Acc...	General		20000 · Accou...	887.61	887.61
Total Professional Services C								887.61	887.61
Salaries & Wages C									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	3,490.79	3,490.79
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	2,947.85	6,438.64
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	3,183.58	9,622.22
Total Salaries & Wages C								9,622.22	9,622.22
Utilities C									
Bill	01/05/2024	00010...	Harpers Ferry Water ...	December Us...	General		20000 · Accou...	23.48	23.48
Bill	01/10/2024	11008...	Potomac Edison	Dec usage To...	General		20000 · Accou...	176.84	200.32
Bill	01/10/2024	11014...	Potomac Edison	Dec usage To...	General		20000 · Accou...	32.20	232.52
Bill	01/10/2024	11008...	Potomac Edison	Dec usage To...	General		20000 · Accou...	255.57	488.09
Credit	01/25/2024	33979...	Waste Management ...	Prorated credi...	General		20000 · Accou...	-82.70	405.39
Bill	01/27/2024	33979...	Waste Management ...	Jan Trash pic...	General		20000 · Accou...	15.30	420.69
Total Utilities C								420.69	420.69
341 G · Materials & Supplies C									
Credit Card Charge	01/01/2024		Adobe Pro	Kelly, subscrip...	General		P-Card	21.19	21.19
Credit Card Charge	01/09/2024	23541...	Zoom Video Commu...	Kelly, monthly ...	General		P-Card	84.97	106.16
Credit Card Charge	01/09/2024	03709...	MicroSoft	Kelly, monthly ...	General		P-Card	5.30	111.46
Bill	01/16/2024	146602	Automated Office Eq...	2024 Fin Offic...	General		20000 · Accou...	250.00	361.46
Bill	01/23/2024	012324	Crystal Springs	INV 12324	General		20000 · Accou...	57.95	419.41
Bill	01/31/2024	32480	CoxHollidayoung PL...	Jan 2024 RN ...	General		20000 · Accou...	62.03	481.44
Total 341 G · Materials & Supplies C								481.44	481.44
Total 001.440 · City Hall								16,626.82	16,626.82
001.700 · Police Dept									
Contracted Services-P									
Bill	01/01/2024	76327	Advantage Technolo...	INV 76327 Su...	Police		20000 · Accou...	272.74	272.74
Bill	01/25/2024	202401	Nancy Dalby	January 10 - ...	Police		20000 · Accou...	375.00	647.74
Bill	01/25/2024	202402	Nancy Dalby	February 7 - C...	Police		20000 · Accou...	375.00	1,022.74
Bill	01/25/2024	202401	Steve Groh	January 10 Co...	Police		20000 · Accou...	225.00	1,247.74
Bill	01/25/2024	202402	Steve Groh	February 7 Co...	Police		20000 · Accou...	225.00	1,472.74
Bill	01/31/2024	77069	Advantage Technolo...	INV 77069 Su...	Police		20000 · Accou...	272.74	1,745.48
Total Contracted Services-P								1,745.48	1,745.48
Departmental Supplies-P									
Auto Supplies and Fuel - P									
Check	01/01/2024	EFT	Fuelman	NP65714054 ...	Police		001 General Fu...	1,104.06	1,104.06
Total Auto Supplies and Fuel - P								1,104.06	1,104.06

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Payroll Processing-P									
General Journal	01/04/2024			payroll proces...	Police		001 General Fu...	27.32	27.32
General Journal	01/18/2024			payroll proces...	Police		001 General Fu...	104.98	132.30
General Journal	01/31/2024			payroll proces...	Police		001 General Fu...	43.43	175.73
Total Payroll Processing-P								175.73	175.73
Office Supplies and Materials									
Bill	01/31/2024	32480	CoxHollidayoung PL...	Jan 2024 RN ...	Police		20000 · Accou...	62.03	62.03
Total Office Supplies and Materials								62.03	62.03
Total Departmental Supplies-P								1,341.82	1,341.82
PEIA/Workers Comp-P									
Check	01/22/2024	EFT	PEIA	POLIC PEIA ...	Police		Harpers Ferry ...	4,099.76	4,099.76
Total PEIA/Workers Comp-P								4,099.76	4,099.76
Maintenance and Repairs-Auto-P									
Bill	01/10/2024	57554	Kent Parsons Ford, I...	INV 57554 20...	Police		20000 · Accou...	82.53	82.53
Bill	01/12/2024	2024-0...	CARS	INV 084 2020 ...	Police		20000 · Accou...	124.75	207.28
Total Maintenance and Repairs-Auto-P								207.28	207.28
Pension-P									
General Journal	01/04/2024			payroll 2024 1/4	Police		001 General Fu...	929.81	929.81
General Journal	01/18/2024			payroll 2024 1...	Police		001 General Fu...	870.43	1,800.24
General Journal	01/31/2024			payroll 2024 1...	Police		001 General Fu...	914.53	2,714.77
Total Pension-P								2,714.77	2,714.77
PR Taxes Employer -P									
General Journal	01/04/2024			payroll 2024 1/4	Police		001 General Fu...	1,149.23	1,149.23
General Journal	01/18/2024			payroll 2024 1...	Police		001 General Fu...	1,091.37	2,240.60
General Journal	01/31/2024			payroll 2024 1...	Police		001 General Fu...	1,322.09	3,562.69
Total PR Taxes Employer -P								3,562.69	3,562.69
Printing-Leased Equipmt. - P									
Check	01/02/2024	EFT	DDL Business	January lease ...	Police		001 General Fu...	71.50	71.50
Total Printing-Leased Equipmt. - P								71.50	71.50
Property Ins and Bonds-P									
Bill	01/01/2024	36684...	ENCOVA Insurance	Payment 3 W...	Police		20000 · Accou...	255.65	255.65
Total Property Ins and Bonds-P								255.65	255.65
Salaries and Wages-P									
General Journal	01/04/2024			payroll 2024 1/4	Police		001 General Fu...	12,842.92	12,842.92
General Journal	01/18/2024			payroll 2024 1...	Police		001 General Fu...	12,199.83	25,042.75
General Journal	01/31/2024			payroll 2024 1...	Police		001 General Fu...	15,003.67	40,046.42
Total Salaries and Wages-P								40,046.42	40,046.42
Utilities-P									
Check	01/02/2024	eft	ADT Security	2024 January	Police		001 General Fu...	70.49	70.49
Bill	01/05/2024	00010...	Harpers Ferry Water ...	December Us...	Police		20000 · Accou...	23.48	93.97
Bill	01/10/2024	11008...	Potomac Edison	December us...	Police		20000 · Accou...	196.96	290.93
Total Utilities-P								290.93	290.93
WV, Friendship									
Check	01/02/2024	EFT	State of WV	December 20...	Police		General Court ...	234.00	234.00
Total WV, Friendship								234.00	234.00
Total 001.700 · Police Dept								54,570.30	54,570.30
001.750 · Street Department Auto Supplies (Gas & Oil) St									
Bill	01/01/2024	NP657...	Fuelman	Dec usage	General		20000 · Accou...	215.34	215.34
Total Auto Supplies (Gas & Oil) St								215.34	215.34
Contracted Services St									
Bill	01/08/2024	133155	Antietam Tree and T...	INV 133155	General		20000 · Accou...	500.00	500.00
Total Contracted Services St								500.00	500.00
Equipment Rent St									
Bill	01/04/2024	27733...	AC & T Co., Inc.	IN 27733BP	General		20000 · Accou...	80.00	80.00
Bill	01/31/2024	27733...	AC & T Co., Inc.	IN 27733BQ	General		20000 · Accou...	80.00	160.00
Total Equipment Rent St								160.00	160.00

Corp. of Harpers Ferry

Profit & Loss Detail (General, Excluding Water & Coal)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Group Ins. St									
Bill	01/01/2024	36684...	ENCOVA Insurance	Payment 3 W...	General		20000 · Accou...	54.15	54.15
Total Group Ins. St								54.15	54.15
Tree Commission									
Bill	01/05/2024	133152	Antietam Tree and T...	INV 133152	General		20000 · Accou...	2,750.00	2,750.00
Bill	01/08/2024	133154	Antietam Tree and T...	INV 133154	General		20000 · Accou...	1,425.00	4,175.00
Bill	01/08/2024	133155	Antietam Tree and T...	INV 133155	General		20000 · Accou...	1,250.00	5,425.00
Total Tree Commission								5,425.00	5,425.00
Pension Expense St									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	184.34	184.34
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	184.34	368.68
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	184.34	553.02
Total Pension Expense St								553.02	553.02
PR Taxes Employer St									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	184.34	184.34
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	184.34	368.68
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	184.34	553.02
Total PR Taxes Employer St								553.02	553.02
Salaries & Wages St									
General Journal	01/04/2024			payroll 2024 1/4	General		001 General Fu...	2,048.20	2,048.20
General Journal	01/18/2024			payroll 2024 1...	General		001 General Fu...	2,048.20	4,096.40
General Journal	01/31/2024			payroll 2024 1...	General		001 General Fu...	2,048.20	6,144.60
Total Salaries & Wages St								6,144.60	6,144.60
Utilities St									
Bill	01/05/2024	00020...	Harpers Ferry Water ...	December Us...	General		20000 · Accou...	240.00	240.00
Bill	01/31/2024	6405	Jeff Co. Solid Waste ...	December de...	General		20000 · Accou...	32.50	272.50
Total Utilities St								272.50	272.50
Total 001.750 · Street Department								13,877.63	13,877.63
001.751 · Street Lights									
Utilities SI									
Bill	01/05/2024	11008...	Potomac Edison	December Us...	General		20000 · Accou...	1,213.37	1,213.37
Bill	01/10/2024	11011...	Potomac Edison	Dec usage Po...	General		20000 · Accou...	37.57	1,250.94
Total Utilities SI								1,250.94	1,250.94
Total 001.751 · Street Lights								1,250.94	1,250.94
001.753 · Snow Removal									
Contracted Services S									
Bill	01/06/2024	20239	Cornerstone Lawn S...	INV 20239 1/6...	General		20000 · Accou...	5,100.00	5,100.00
Bill	01/16/2024	20303	Cornerstone Lawn S...	Snow removal...	General		20000 · Accou...	6,160.00	11,260.00
Bill	01/19/2024	20396	Cornerstone Lawn S...	INV 20396 Ja...	General		20000 · Accou...	11,642.50	22,902.50
Total Contracted Services S								22,902.50	22,902.50
Total 001.753 · Snow Removal								22,902.50	22,902.50
Total Expense								136,338.15	136,338.15
Net Ordinary Income								12,308.47	12,308.47
Net Income								12,308.47	12,308.47

Corp. of Harpers Ferry
Profit & Loss Budget vs. Actual (Water Only)
July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
General				
49900 - Uncategorized Income	0.00			
Total General	0.00			
400 - Water Department Income				
481 - Reimbursements	0.00	86,280.00	-86,280.00	0.0%
Bond Renewal & Repl 2.5% tmfr	13,800.00	20,875.00	-7,075.00	66.1%
New Water Taps	750.00			
Capacity Improvement Fees	2,925.00			
419 - Interest Income Bonds	0.00	1,000.00	-1,000.00	0.0%
421 - Non Utility Income				
419. - Interest	1,825.47	1,200.00	625.47	152.1%
Total 421 - Non Utility Income	1,825.47	1,200.00	625.47	152.1%
461 - Customers - Water Bill Payments				
462 - Customer Hydrants	4,045.14		-154.86	98.3%
461 - Customers - Water Bill Payments - Other	511,650.52	835,000.00	-323,349.48	61.3%
Total 461 - Customers - Water Bill Payments	515,695.66	839,200.00	-323,504.34	61.5%
462.1 - Annual Fire Service Fee	0.00	3,000.00	-3,000.00	0.0%
471 - PSD bill processing	19,604.00	36,000.00	-16,396.00	54.5%
400 - Water Department Income - Other	122.00			
Total 400 - Water Department Income	554,722.13	987,555.00	-432,832.87	56.2%
Total Income	554,722.13	987,555.00	-432,832.87	56.2%
Gross Profit	554,722.13	987,555.00	-432,832.87	56.2%
Expense				
001.440 - City Hall				
Professional Services C	667.00			
Total 001.440 - City Hall	667.00			
400 - Water Department				
Bond Interest				
427.3 - Bonds Payable - Series C	10,661.00	18,310.00	-7,649.00	58.2%
428 - USDA 2021 - Bonds Payable	136,755.00	234,360.00	-97,605.00	58.4%
Total Bond Interest	147,416.00	252,670.00	-105,254.00	58.3%
631.1 - Prof Services-Accounting-Water	6,906.64	13,000.00	-6,093.36	53.1%
334. New Meters	0.00	4,000.00	-4,000.00	0.0%
334.0 Maintenance of Meters	162.95	3,000.00	-2,837.05	5.4%
341.2 Capital Outlay - Auto	8,751.47	15,500.00	-6,748.53	56.5%
605.8 Accrued Leave - Water	0.00	5,000.00	-5,000.00	0.0%
620.7a - Bank Service Charges	7.00	100.00	-93.00	7.0%
670.7 Bad Debt	0.00	2,500.00	-2,500.00	0.0%
675.3 Miscellaneous & General	0.00	200.00	-200.00	0.0%
675.3 Uniforms	402.85	3,000.00	-2,597.15	13.4%
675.3Memberships/Dues/subscript	366.96	500.00	-133.04	73.4%
Maintenance of Mains				

Corp. of Harpers Ferry
Profit & Loss Budget vs. Actual (Water Only)
July 2023 through January 2024

	Jul '23 - Jan 24	Budget	\$ Over Budget	% of Budget
675.6 - Miscellaneous Expense	0.00	2,000.00	-2,000.00	0.0%
642.6 - Rental Equipment	0.00	3,000.00	-3,000.00	0.0%
620.6 - Materials and Supplies	6,969.17	10,000.00	-3,030.83	69.7%
636 - Contracted Services	10,800.00	22,600.00	-11,800.00	47.8%
Total Maintenance of Mains	17,769.17	37,600.00	-19,830.83	47.3%
127 - Bond Renewal & Replacement Fund				
408.10 - Assessments	13,800.00	20,875.00	-7,075.00	66.1%
408.12 - PR Taxes Employer Expense	1,746.96	2,300.00	-553.04	76.0%
427.3 - Municipal Bond Commission	14,307.37	23,685.00	-9,377.63	60.4%
601.3 - Plant - Salaries & Wages	31,450.79	54,045.00	-22,594.21	58.2%
601.7 - Office - Salaries & Wages	132,305.52	208,272.00	-75,966.48	63.5%
604.8 - Pension Exp	58,599.03	87,792.00	-29,192.97	66.7%
605.8 - Employee PEIA Benefits	16,826.05	28,976.00	-12,149.95	58.1%
	24,893.68	39,440.00	-14,546.32	63.1%
615.3 - Utilities W	17,371.78	40,000.00	-22,628.22	43.4%
618.3 - Plant Chemicals	16,601.96	18,000.00	-1,398.04	92.2%
620.3 - Plant - Material & Supplies	3,884.08	5,400.00	-1,515.92	71.9%
620.6 - Maintenance of Hydrants	139.42	2,000.00	-1,860.58	7.0%
620.7 - Postage And Cust Accg Supplies	4,343.14	6,000.00	-1,656.86	72.4%
620.8 - Office Supplies & Expenses				
631.2 - Payroll Processing-Water	568.53	1,000.00	-431.47	56.9%
620.8 - Office Supplies & Expenses - Other	7,615.02	10,000.00	-2,384.98	76.2%
Total 620.8 - Office Supplies & Expenses	8,183.55	11,000.00	-2,816.45	74.4%
620.8PM - Plant Maintenance MS				
631.3 - Lab Services	2,548.22	2,600.00	-51.78	98.0%
631.4PM - Plant Maintenance CS	3,843.61	7,000.00	-3,156.39	54.9%
631.8 - Legal Fees and Studies	18,215.00	40,000.00	-21,785.00	45.5%
631.8 - Security 911 Notification	3,201.00	5,000.00	-1,799.00	64.0%
642.8 - Leased Equipment W	788.00	1,000.00	-212.00	78.8%
650.8 - Auto & Transportation Expenses	1,574.75	2,500.00	-925.25	63.0%
656.8 - Ins-Property, Liability, Workers	6,429.31	15,000.00	-8,570.69	42.9%
675.3 - Advertising & Legal Publication	12,038.23	19,000.00	-6,961.77	63.4%
675.3 - Training, Education, & Certif	208.24	1,000.00	-791.76	20.8%
675.8 - Telephone W	0.00	1,000.00	-1,000.00	0.0%
	3,952.87	8,600.00	-4,647.13	46.0%
Total 400. - Water Department	579,035.60	987,555.00	-408,519.40	58.6%
Total Expense	579,702.60	987,555.00	-407,852.40	58.7%
Net Ordinary Income	-24,980.47	0.00	-24,980.47	100.0%
Other Income/Expense				
USDA Loan Proceeds	0.00			
Total Other Income	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	-24,980.47	0.00	-24,980.47	100.0%

Corp. of Harpers Ferry
Profit & Loss Detail (Water Only)
January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Ordinary Income/Expense									
Income									
General									
49900 · Uncategorized Income									
Check	01/31/2024	14916	H&H Technologies	Jan 15-28 2024	Water		Water Fund Ch...		0.00
Total 49900 · Uncategorized Income								0.00	0.00
Total General								0.00	0.00
400 · Water Department Income									
Bond Renewal & Repl 2.5% trnfr									
General Journal	01/31/2024			Reserves	Water		127 · Bond Re...	1,500.00	1,500.00
Total Bond Renewal & Repl 2.5% trnfr								1,500.00	1,500.00
New Water Taps									
Deposit	01/29/2024	11464	J L Smith Construction	Block LL Lot 9...	Water		Water Fund Ch...	750.00	750.00
Total New Water Taps								750.00	750.00
Capacity Improvement Fees									
Deposit	01/29/2024	11464	J L Smith Construction	Block LL Lot 9...	Water		Water Fund Ch...	2,925.00	2,925.00
Total Capacity Improvement Fees								2,925.00	2,925.00
421 · Non Utility Income									
419. · Interest									
Deposit	01/31/2024			Interest	Water		SB 234 Checki...	64.88	64.88
Deposit	01/31/2024			Interest	Water		Water Improve...	0.10	64.98
Deposit	01/31/2024			Interest	Water		Water Rev Ren...	80.86	145.84
Deposit	01/31/2024			Interest	Water		HF Water Wor...	7.92	153.76
Deposit	01/31/2024			Interest	Water		Water Fund Ch...	90.94	244.70
Total 419. · Interest								244.70	244.70
Total 421 · Non Utility Income								244.70	244.70
461 · Customers - Water Bill Payments									
462 - Customer Hydrants									
Deposit	01/18/2024			Fire Protection	Water		Water Fund Ch...	240.00	240.00
Deposit	01/23/2024			Fire Protection	Water		Water Fund Ch...	37.86	277.86
Deposit	01/24/2024			Fire Protection	Water		Water Fund Ch...	540.00	817.86
Deposit	01/30/2024			Fire Protection	Water		Water Fund Ch...	39.75	857.61
Total 462 - Customer Hydrants								857.61	857.61
461 · Customers - Water Bill Payments - Other									
General Journal	01/31/2024		Harpers Ferry_v	To adjust A/R ...	Water		141 Accounts ...	54,438.59	54,438.59
Total 461 · Customers - Water Bill Payments - Other								54,438.59	54,438.59
Total 461 · Customers - Water Bill Payments								55,296.20	55,296.20
471 · PSD bill processing									
Invoice	01/31/2024	012024	HF Bolivar Public Se...	January Bills f...	Water		141 Accounts ...	2,337.00	2,337.00
Invoice	01/31/2024	012024	HF Bolivar Public Se...	Monthly paym...	Water		141 Accounts ...	500.00	2,837.00
Total 471 · PSD bill processing								2,837.00	2,837.00
Total 400 · Water Department Income								63,552.90	63,552.90
Total Income								63,552.90	63,552.90
Gross Profit								63,552.90	63,552.90
Expense									
400. · Water Department									
Bond Interest									
427.3 · Bonds Payable - Series C									
Check	01/16/2024	EFT	USDA	January 2024	Water		Water Fund Ch...	1,523.00	1,523.00
Total 427.3 · Bonds Payable - Series C								1,523.00	1,523.00
428 · USDA 2021 - Bonds Payable									
Check	01/11/2024	eft	USDA		Water		Water Fund Ch...	19,530.00	19,530.00
Total 428 · USDA 2021 - Bonds Payable								19,530.00	19,530.00
Total Bond Interest								21,053.00	21,053.00
631.1 · Prof Services-Accounting-Water									
Bill	01/31/2024	32480W	CoxHollidayoung PL...	Jan 2024 Acc...	Water		20000 · Accou...	443.14	443.14
Total 631.1 · Prof Services-Accounting-Water								443.14	443.14
341.2 Capital Outlay - Auto									
Check	01/18/2024	ach	Bank of Charles Town		Water		Water Fund Ch...	602.97	602.97
Check	01/24/2024	EFT	Bank of Charles Town	Water Truck I...	Water		Water Fund Ch...	647.24	1,250.21

Corp. of Harpers Ferry

Profit & Loss Detail (Water Only)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
	Total 341.2 Capital Outlay - Auto							1,250.21	1,250.21
Check	620.7a - Bank Service Charges								
	01/22/2024	EFT	Bank of Charles Town	NSF Mayne	Water		Water Fund Ch...	7.00	7.00
Total 620.7a - Bank Service Charges								7.00	7.00
Maintenance of Mains									
620.6 · Materials and Supplies									
Bill	01/31/2024	6375099	Fortiline Waterworks	Invoice 63750...	Water		20000 · Accou...	2,014.72	2,014.72
Bill	01/31/2024	79138	Sisler's Stone Inc	INV 79138 Sto...	Water		20000 · Accou...	55.42	2,070.14
Total 620.6 · Materials and Supplies								2,070.14	2,070.14
Total Maintenance of Mains								2,070.14	2,070.14
127 · Bond Renewal & Replacement Fund									
General Journal	01/31/2024			Reserves	Water		Bond Renewal ...	1,500.00	1,500.00
Total 127 · Bond Renewal & Replacement Fund								1,500.00	1,500.00
408.12 · PR Taxes Employer Expense									
General Journal	01/04/2024			payroll 2024 1/4	Water		001 General Fu...	1,231.51	1,231.51
General Journal	01/18/2024			payroll 2024 1...	Water		001 General Fu...	1,089.10	2,320.61
General Journal	01/31/2024			payroll 2024 1...	Water		001 General Fu...	1,063.10	3,383.71
Total 408.12 · PR Taxes Employer Expense								3,383.71	3,383.71
427.3_ · Municipal Bond Commission									
Check	01/03/2024	EFT	West Virginia Muni...	HAF-W-86-B-...	Water		Water Fund Ch...	4,492.97	4,492.97
Total 427.3_ · Municipal Bond Commission								4,492.97	4,492.97
601.3 · Plant - Salaries & Wages									
General Journal	01/04/2024			payroll 2024 1/4	Water		001 General Fu...	10,049.44	10,049.44
General Journal	01/18/2024			payroll 2024 1...	Water		001 General Fu...	7,866.37	17,915.81
General Journal	01/31/2024			payroll 2024 1...	Water		001 General Fu...	8,345.55	26,261.36
Total 601.3 · Plant - Salaries & Wages								26,261.36	26,261.36
601.7 · Office - Salaries & Wages									
General Journal	01/04/2024			payroll 2024 1/4	Water		001 General Fu...	3,753.81	3,753.81
General Journal	01/18/2024			payroll 2024 1...	Water		001 General Fu...	4,354.82	8,108.63
General Journal	01/31/2024			payroll 2024 1...	Water		001 General Fu...	3,586.76	11,695.39
Total 601.7 · Office - Salaries & Wages								11,695.39	11,695.39
604.8 · Pension Exp									
General Journal	01/04/2024			payroll 2024 1/4	Water		001 General Fu...	1,242.29	1,242.29
General Journal	01/18/2024			payroll 2024 1...	Water		001 General Fu...	1,099.91	2,342.20
General Journal	01/31/2024			payroll 2024 1...	Water		001 General Fu...	1,073.90	3,416.10
Total 604.8 · Pension Exp								3,416.10	3,416.10
605.8 · Employee PEIA Benefits									
Check	01/22/2024	EFT	PEIA	Water PEIA P...	Water		Harpers Ferry ...	3,698.94	3,698.94
Total 605.8 · Employee PEIA Benefits								3,698.94	3,698.94
615.3 · Utilities W									
Bill	01/05/2024	00010...	Harpers Ferry Water ...	December Us...	Water		20000 · Accou...	23.49	23.49
Bill	01/09/2024	11015...	Potomac Edison	Dec water tan...	Water		20000 · Accou...	85.89	109.38
Bill	01/10/2024	11008...	Potomac Edison	Dec usage wa...	Water		20000 · Accou...	2,294.53	2,403.91
Bill	01/10/2024	11008...	Potomac Edison	Dec usage Po...	Water		20000 · Accou...	21.93	2,425.84
Bill	01/31/2024	31605...	Amerigas	INV 31605112...	Water	X	20000 · Accou...	0.00	2,425.84
Total 615.3 · Utilities W								2,425.84	2,425.84
618.3 · Plant Chemicals									
Bill	01/24/2024	51802...	Univar	INV 51802860...	Water		20000 · Accou...	3,239.50	3,239.50
Bill	01/30/2024	10024...	CITCO Water	INV 10024435...	Water		20000 · Accou...	592.51	3,832.01
Bill	01/31/2024	10023...	CITCO Water	INV 10023718...	Water		20000 · Accou...	945.50	4,777.51
Total 618.3 · Plant Chemicals								4,777.51	4,777.51
620.7 · Postage And Cust Acctg Supplies									
Bill	01/04/2024	20240...	Bank of Charles Town	Dec billing, No...	Water		20000 · Accou...	300.56	300.56
Bill	01/31/2024	20240...	Bank of Charles Town	Jan billing, De...	Water		20000 · Accou...	463.08	763.64
Total 620.7 · Postage And Cust Acctg Supplies								763.64	763.64
620.8 · Office Supplies & Expenses									
631.2 · Payroll Processing-Water									
General Journal	01/04/2024			payroll proces...	Water		001 General Fu...	27.31	27.31
General Journal	01/18/2024			payroll proces...	Water		001 General Fu...	104.99	132.30
General Journal	01/31/2024			payroll proces...	Water		001 General Fu...	43.34	175.64
Total 631.2 · Payroll Processing-Water								175.64	175.64
620.8 · Office Supplies & Expenses - Other									

Corp. of Harpers Ferry

Profit & Loss Detail (Water Only)

January 2024

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Bill	01/01/2024	76327W	Advantage Technolo...	INV 76327W ...	Water		20000 · Accou...	272.72	272.72
Credit	01/09/2024	75736C	Advantage Technolo...	Credit ticke 11...	Water		20000 · Accou...	-47.50	225.22
Bill	01/23/2024	M21257	Continental Utility So...	INV M21257 A...	Water		20000 · Accou...	2,239.00	2,464.22
Bill	01/23/2024	012324	Crystal Springs	INV 12324	Water		20000 · Accou...	11.99	2,476.21
Bill	01/31/2024	77020	Advantage Technolo...	INV 77020 set...	Water		20000 · Accou...	47.50	2,523.71
Bill	01/31/2024	77099	Advantage Technolo...	INV 77099 Su...	Water		20000 · Accou...	807.50	3,331.21
Bill	01/31/2024	77069W	Advantage Technolo...	INV 77069 Su...	Water		20000 · Accou...	272.72	3,603.93
Bill	01/31/2024	32480W	CoxHollidayoung PL...	Jan 2024 RN ...	Water		20000 · Accou...	61.94	3,665.87
Total 620.8 · Office Supplies & Expenses - Other								3,665.87	3,665.87
Total 620.8 · Office Supplies & Expenses								3,841.51	3,841.51
631.3 · Lab Services									
Bill	01/04/2024	ENV2...	West Virginia DHHR	INV ENV24-535	Water		20000 · Accou...	15.00	15.00
Bill	01/26/2024	ENV2...	West Virginia DHHR	INV ENV24-616	Water		20000 · Accou...	15.00	30.00
Bill	01/30/2024	WAT2...	West Virginia DHHR	INV WAT24-2...	Water		20000 · Accou...	20.00	50.00
Bill	01/31/2024	WAT2...	West Virginia DHHR	INV WAT24-2...	Water		20000 · Accou...	20.00	70.00
Total 631.3 · Lab Services								70.00	70.00
631.4PM · Plant Maintenance CS									
Bill	01/02/2024	01022...	Dodson Septic Tank ...	INV 01022024	Water		20000 · Accou...	475.00	475.00
Bill	01/02/2024	12312...	H&H Technologies	31 Hrs @\$30/hr	Water		20000 · Accou...	930.00	1,405.00
Bill	01/02/2024	12312...	H&H Technologies	4 Trips @ \$15...	Water		20000 · Accou...	60.00	1,465.00
Check	01/17/2024	14911	H&H Technologies	29.5 hours @ ...	Water		Water Fund Ch...	885.00	2,350.00
Check	01/17/2024	14911	H&H Technologies	4 trips @ \$15/...	Water		Water Fund Ch...	60.00	2,410.00
Check	01/31/2024	14916	H&H Technologies	13.5 hours @ ...	Water		Water Fund Ch...	435.00	2,845.00
Check	01/31/2024	14916	H&H Technologies	2 trips @ \$ 15...	Water		Water Fund Ch...	0.00	2,845.00
Total 631.4PM · Plant Maintenance CS								2,845.00	2,845.00
631.8 · Legal Fees and Studies									
Bill	01/01/2024	4445	Law Office of Hoy Sh...	INV 4445 - Co...	Water		20000 · Accou...	550.00	550.00
Total 631.8 · Legal Fees and Studies								550.00	550.00
642.8 · Leased Equipment W									
Bill	01/02/2024	33971...	Waste Management ...	INV 3397161-...	Water		20000 · Accou...	103.72	103.72
Bill	01/22/2024	42493Z	AC & T Co., Inc.	INV 43493Z	Water		20000 · Accou...	50.00	153.72
Total 642.8 · Leased Equipment W								153.72	153.72
650.8 · Auto & Transportation Expenses									
Bill	01/01/2024	NP657...	Fuelman	NP65714055	Water		20000 · Accou...	703.46	703.46
Total 650.8 · Auto & Transportation Expenses								703.46	703.46
656.8 · Ins-Property,Liability, Workers									
Bill	01/01/2024	36684...	ENCOVA Insurance	Payment 3 W...	Water		20000 · Accou...	209.15	209.15
Total 656.8 · Ins-Property,Liability, Workers								209.15	209.15
660.8 · Advertising & Legal Publication									
Bill	01/08/2024	WV23...	Miss Utility	Dec calls	Water		20000 · Accou...	10.00	10.00
Total 660.8 · Advertising & Legal Publication								10.00	10.00
Total 400. · Water Department								95,621.79	95,621.79
Total Expense								95,621.79	95,621.79
Net Ordinary Income								-32,068.89	-32,068.89
Net Income								-32,068.89	-32,068.89

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	aCH	02/20/2024	Potomac Edison		001 General Fund ...		-219.52
Bill	11008...	02/07/2024			Utilities-P	-219.52	219.52
TOTAL						-219.52	219.52
Bill Pmt -Check	ACH	02/05/2024	Crystal Springs		Water Fund Checki...		-11.99
Bill	012324	01/23/2024			620.8 · Office Suppli...	-2.06	11.99
					341 G · Materials & ...	-9.93	57.95
TOTAL						-11.99	69.94
Bill Pmt -Check	ACH	02/05/2024	Crystal Springs		001 General Fund ...		-57.95
Bill	012324	01/23/2024			620.8 · Office Suppli...	-9.93	11.99
					341 G · Materials & ...	-48.02	57.95
TOTAL						-57.95	69.94
Bill Pmt -Check	ACH	02/07/2024	Advantage Technol...		001 General Fund ...		-903.92
Bill	77019	01/31/2024			Capital Outlay-Equip	-903.92	903.92
TOTAL						-903.92	903.92
Bill Pmt -Check	ACH	02/07/2024	ENCOVA Insurance		Water Fund Checki...		-209.15
Bill	36707...	02/01/2024			Insurance and Bonds	-69.11	256.05
					Property Ins and Bo...	-68.99	255.65
					Group Ins. St	-14.61	54.15
					656.8 · Ins-Property,...	-56.44	209.15
TOTAL						-209.15	775.00
Bill Pmt -Check	ACH	02/07/2024	ENCOVA Insurance		001 General Fund ...		-565.85
Bill	36707...	02/01/2024			Insurance and Bonds	-186.94	256.05
					Property Ins and Bo...	-186.66	255.65
					Group Ins. St	-39.54	54.15
					656.8 · Ins-Property,...	-152.71	209.15
TOTAL						-565.85	775.00
Bill Pmt -Check	ACH	02/20/2024	Potomac Edison		001 General Fund ...		-9.98
Bill	11008...	02/07/2024			Utilities Pa	-9.98	9.98
TOTAL						-9.98	9.98
Bill Pmt -Check	ACH	02/20/2024	Potomac Edison		001 General Fund ...		-384.12
Bill	11008...	02/07/2024			Utilities C	-384.12	384.12
TOTAL						-384.12	384.12
Bill Pmt -Check	ACH	02/20/2024	Potomac Edison		001 General Fund ...		-42.88
Bill	11014...	02/07/2024			Utilities C	-42.88	42.88
TOTAL						-42.88	42.88
Bill Pmt -Check	ACH	02/20/2024	Potomac Edison		001 General Fund ...		-169.35
Bill	11008...	02/07/2024			Utilities C	-169.35	169.35

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-169.35	169.35
Bill Pmt -Check	ACH	02/20/2024	Potomac Edison		001 General Fund ...		-33.96
Bill	11011...	02/07/2024			Utilities SI	-33.96	33.96
TOTAL						-33.96	33.96
Bill Pmt -Check	ACH	02/26/2024	Potomac Edison		Water Fund Checki...		-2,320.03
Bill	11008...	02/07/2024			615.3 · Utilities W	-2,320.03	2,320.03
TOTAL						-2,320.03	2,320.03
Bill Pmt -Check	ACH	02/26/2024	Potomac Edison		Water Fund Checki...		-106.59
Bill	11015...	02/07/2024			615.3 · Utilities W	-106.59	106.59
TOTAL						-106.59	106.59
Bill Pmt -Check	ACH	02/26/2024	Potomac Edison		Water Fund Checki...		-21.93
Bill	11008...	02/07/2024			615.3 · Utilities W	-21.93	21.93
TOTAL						-21.93	21.93
Bill Pmt -Check	ACH	02/27/2024	Fuelman		001 General Fund ...		-369.23
Bill	NP65...	02/05/2024			Auto Supplies (Gas ... 650.8 · Auto & Tran...	-199.81 -169.42	199.81 169.42
TOTAL						-369.23	369.23
Bill Pmt -Check	AVH	02/07/2024	Potomac Edison		001 General Fund ...		-1,227.34
Bill	11008...	02/05/2024			Utilities SI	-1,227.34	1,227.34
TOTAL						-1,227.34	1,227.34
Check	eft	02/01/2024	West Virginia Muni...		Water Fund Checki...		-1,953.00
					USDA Reserve	-1,953.00	1,953.00
TOTAL						-1,953.00	1,953.00
Check	eft	02/11/2024	USDA		Water Fund Checki...		-19,530.00
					428 · USDA 2021 - ...	-19,530.00	19,530.00
TOTAL						-19,530.00	19,530.00
Check	EFT	02/12/2024	State of WV		General Court Fund		-36.00
					WV, Friendship	-36.00	36.00
TOTAL						-36.00	36.00
Check	EFT	02/13/2024	Fuelman		001 General Fund ...		-1,408.12
					Auto Supplies and F...	-1,408.12	1,408.12
TOTAL						-1,408.12	1,408.12
Check	310	02/08/2024	Vital Signs		Hotel Motel Tax		-126.00
					906 · Arts & Humani...	-126.00	126.00

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-126.00	126.00
Check	311	02/27/2024	King Cole Producti...		Hotel Motel Tax		-350.00
					906 · Arts & Humani...	-350.00	350.00
TOTAL						-350.00	350.00
Check	1459	02/08/2024	Bryawna Betts		HF Water Works E...		-12.42
					Water Security Dep...	-12.42	12.42
TOTAL						-12.42	12.42
Check	1460	02/08/2024	Gilbert, Nicholas		HF Water Works E...		-50.00
					Water Security Dep...	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	14921	02/01/2024	CITCO Water		Water Fund Checki...		-592.51
Bill	10024...	01/30/2024			618.3 · Plant Chemi...	-592.51	592.51
TOTAL						-592.51	592.51
Bill Pmt -Check	14922	02/05/2024	Univar		Water Fund Checki...		-3,239.50
Bill	51802...	01/24/2024			618.3 · Plant Chemi...	-3,239.50	3,239.50
TOTAL						-3,239.50	3,239.50
Bill Pmt -Check	14923	02/05/2024	Continental Utility ...		Water Fund Checki...		-2,239.00
Bill	M21257	01/23/2024			620.8 · Office Suppli...	-2,239.00	2,239.00
TOTAL						-2,239.00	2,239.00
Bill Pmt -Check	14924	02/05/2024	Amerigas		Water Fund Checki...		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	14926	02/07/2024	Advantage Technol...		Water Fund Checki...		-47.50
Bill	77020	01/31/2024			Contracted Services C 620.8 · Office Suppli...	-38.86 -8.64	213.75 47.50
TOTAL						-47.50	261.25
Bill Pmt -Check	14927	02/07/2024	Fortiline Waterworks		Water Fund Checki...		-2,014.72
Bill	6375099	01/31/2024			620.6 · Materials an...	-2,014.72	2,014.72
TOTAL						-2,014.72	2,014.72
Bill Pmt -Check	14928	02/07/2024	Bank of Charles To...		Water Fund Checki...		-463.08
Bill	20240...	01/31/2024			620.7 · Postage And...	-463.08	463.08
TOTAL						-463.08	463.08
Bill Pmt -Check	14929	02/07/2024	Harpers Ferry Wate...		Water Fund Checki...		-27.34
Bill	00010...	02/01/2024			615.3 · Utilities W	-27.34	27.34
TOTAL						-27.34	27.34

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	14930	02/07/2024	Sisler's Stone Inc		Water Fund Checki...		-55.42
Bill	79138	01/31/2024			620.6 · Materials an...	-55.42	55.42
TOTAL						-55.42	55.42
Bill Pmt -Check	14931	02/12/2024	Amerigas		Water Fund Checki...		-2,221.09
Bill	31608...	02/10/2024			615.3 · Utilities W	-2,221.09	2,221.09
TOTAL						-2,221.09	2,221.09
Bill Pmt -Check	14932	02/20/2024	Advantage Technol...		Water Fund Checki...		-272.72
Bill	77069W	01/31/2024			620.8 · Office Suppli...	-272.72	272.72
TOTAL						-272.72	272.72
Bill Pmt -Check	14933	02/20/2024	CoxHollidayoung P...		Water Fund Checki...		-3,750.00
Bill	32483	01/31/2024			Construction in Prog...	-3,750.00	3,750.00
TOTAL						-3,750.00	3,750.00
Bill Pmt -Check	14934	02/20/2024	Law Office of Hoy ...		Water Fund Checki...		-1,540.00
Bill	4460	02/01/2024			Construction in Prog...	-1,540.00	1,540.00
TOTAL						-1,540.00	1,540.00
Check	14935	02/20/2024	H&H Technologies		Water Fund Checki...		-1,335.00
					631.4PM · Plant Mai...	-1,245.00	1,245.00
					631.4PM · Plant Mai...	-90.00	90.00
TOTAL						-1,335.00	1,335.00
Check	14936	02/20/2024	Fringe Benefits Ma...		Water Fund Checki...		-294.94
					24000 · Payroll Liabi...	-294.94	294.94
TOTAL						-294.94	294.94
Bill Pmt -Check	14937	02/26/2024	Pace Analytical		Water Fund Checki...		-193.50
Bill	24305...	02/19/2024			631.3 · Lab Services	-193.50	193.50
TOTAL						-193.50	193.50
Bill Pmt -Check	14938	02/27/2024	Pace Analytical		Water Fund Checki...		-514.10
Bill	24305...	02/20/2024			631.3 · Lab Services	-170.10	170.10
Bill	24305...	02/26/2024			631.3 · Lab Services	-344.00	344.00
TOTAL						-514.10	514.10
Bill Pmt -Check	14939	02/27/2024	CITCO Water		Water Fund Checki...		-54.00
Bill	10224...	02/01/2024			618.3 · Plant Chemi...	-54.00	54.00
TOTAL						-54.00	54.00
Bill Pmt -Check	14940	02/27/2024	CoxHollidayoung P...		Water Fund Checki...		-1,973.46
Bill	32480W	01/31/2024			620.8 · Office Suppli...	-61.94	61.94
					631.1 · Prof Service...	-443.14	443.14

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL					Construction in Prog...	-1,468.38	1,468.38
						-1,973.46	1,973.46
Check	14941	02/27/2024	H&H Technologies		Water Fund Checki...		-675.00
TOTAL					631.4PM · Plant Mai...	-630.00	630.00
					631.4PM · Plant Mai...	-45.00	45.00
						-675.00	675.00
Bill Pmt -Check	14942	02/27/2024	Advantage Technol...		Water Fund Checki...		-807.50
Bill	77099	01/31/2024			620.8 · Office Suppli...	-807.50	807.50
TOTAL						-807.50	807.50
Check	14943	02/27/2024	Corporation of Har...		Water Fund Checki...		-169.42
TOTAL					Due To General	-169.42	169.42
						-169.42	169.42
Bill Pmt -Check	14944	02/27/2024	CORE & MAIN LP		Water Fund Checki...		-813.59
Bill	U3643...	02/12/2024			620.6 · Materials an...	-813.59	813.59
TOTAL						-813.59	813.59
Bill Pmt -Check	14945	02/27/2024	Miss Utility		Water Fund Checki...		-20.00
Bill	WV24...	02/09/2024			660.8 · Advertising ...	-20.00	20.00
TOTAL						-20.00	20.00
Check	14946	02/27/2024	McAteer, Mary Caitl...		Water Fund Checki...		-150.00
TOTAL					McAteer, Mary Caitli...	141 Accounts Recei...	-150.00
						-150.00	150.00
Bill Pmt -Check	14947	02/27/2024	CoxHollidayoung P...		Water Fund Checki...		-570.00
Bill	11931A	02/27/2024			Construction in Prog...	-570.00	570.00
TOTAL						-570.00	570.00
Bill Pmt -Check	16441	02/05/2024	Antietam Tree and ...		001 General Fund ...		-5,925.00
Bill	133152	01/05/2024			Tree Commission	-2,750.00	2,750.00
Bill	133154	01/08/2024			Tree Commission	-1,425.00	1,425.00
Bill	133155	01/08/2024			Tree Commission	-1,250.00	1,250.00
					Contracted Services...	-500.00	500.00
TOTAL						-5,925.00	5,925.00
Bill Pmt -Check	16442	02/05/2024	Cornerstone Lawn ...		001 General Fund ...		-5,100.00
Bill	20239	01/06/2024			Contracted Services S	-5,100.00	5,100.00
TOTAL						-5,100.00	5,100.00
Bill Pmt -Check	16443	02/05/2024	Cornerstone Lawn ...		001 General Fund ...		-17,802.50
Bill	20303	01/16/2024			Contracted Services S	-6,160.00	6,160.00
Bill	20396	01/19/2024			Contracted Services S	-11,642.50	11,642.50

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-17,802.50	17,802.50
Bill	77020	01/31/2024			Contracted Services C 620.8 · Office Suppli...	-174.89 -38.86	213.75 47.50
TOTAL						-213.75	261.25
Bill	6405	01/31/2024			Utilities St	-32.50	32.50
TOTAL						-32.50	32.50
Bill	00010...	02/01/2024			Utilities-P Utilities C	-27.33 -27.33	27.33 27.33
Bill	00020...	02/01/2024			Utilities St	-240.00	240.00
Bill	00035...	02/01/2024			Utilities Pa	-38.50	38.50
TOTAL						-333.16	333.16
Bill	77069	01/31/2024			Contracted Services C Contracted Services-P	-272.74 -272.74	272.74 272.74
TOTAL						-545.48	545.48
Bill	74960...	02/20/2024			341 G · Materials & ...	-291.50	291.50
TOTAL						-291.50	291.50
Bill	2024-...	02/05/2024			Maintenance and Re...	-416.88	416.88
TOTAL						-416.88	416.88
Check							
Check	16450	02/20/2024	Fringe Benefits Ma...		001 General Fund ...		-337.04
					24000 · Payroll Liabi...	-164.00	164.00
					24000 · Payroll Liabi...	-173.04	173.04
TOTAL						-337.04	337.04
Bill	20042...	02/16/2024			341 G · Materials & ...	-48.40	48.40
TOTAL						-48.40	48.40
Bill	123-17...	12/18/2023			Police Dept Supplies	-418.00	418.00
TOTAL						-418.00	418.00
Bill	DL021...	02/14/2024			Maint & Repairs to B...	-150.00	150.00
TOTAL						-150.00	150.00

Corp. of Harpers Ferry
Check Detail
February 2024

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Bill Pmt -Check	16454	02/27/2024	Jefferson Publishi...		001 General Fund ...		-43.58
Bill	65797	02/07/2024			220 G · Advertising/...	-43.58	43.58
TOTAL						-43.58	43.58
Check	16455	02/27/2024	Kevin Carden		001 General Fund ...		-42.38
					341 G · Materials & ...	-42.38	42.38
TOTAL						-42.38	42.38
Bill Pmt -Check	16456	02/27/2024	Huey's Paving v		001 General Fund ...		-1,500.00
Bill	FEb 2...	02/21/2024			Contracted Services...	-1,500.00	1,500.00
TOTAL						-1,500.00	1,500.00
Bill Pmt -Check	16457	02/27/2024	CoxHollidayoung P...		001 General Fund ...		-1,011.67
Bill	32480	01/31/2024			Office Supplies and ...	-62.03	62.03
					341 G · Materials & ...	-62.03	62.03
					Professional Service...	-887.61	887.61
TOTAL						-1,011.67	1,011.67

Checks over Purchasing Threshold for approval				
Town Council Meeting 3/11/2024				
Check #	Vendor	INV #		Amount
16458	Cornerstone Lawn Service	20516	Snow Removal 2/16	\$ 4,372.50
14940	Cox Holiday Young	32480	January 2024 W	\$ 1,973.46
16441	Cox Holiday Young	32480	January 2024 G	\$ 1,011.67
14933	Cox Holiday Young	32483	Cash Flow FY 2023	\$ 3,750.00
14934	Law Offices of Hoy Shingleton	4460	Construction in Progress Jan 2024	\$ 1,540.00
16459	Cox Holiday Young	32481	FY 2023 Financials GEN	\$ 1,333.00
14948	Cox Holiday Young	14948	FY 2023 Financials W	\$ 667.00
14949	Cox Holiday Young	32582	FY 2023 Financials W	\$ 916.57
16460	Cox Holiday Young	32582	FY 2023 Financials Gen	\$ 1,833.43

FEBRUARY 2024 POLICE REPORT

ACCIDENTS **2**

CALL OUTS **0**

ASSISTS **5**

CITATIONS **25**

Failure to Maintain Control	1
MVI	2
No Operators	1
Parking	14
Reckless Driving	1
Registration	6

INCIDENTS **248**

Alarm	2
Assist Other Departments	5
Building Check	21
Citizen Assist	4
Directed Patrol	142
Disabled Vehicle	1
Harassment	1
MVA (injury)	1
MVA (No Injury)	1
Motorist Assist	3
Parking	19
Reckless Driver	1
Road Patrol	35
Suspicious Activity	1
Traffic Stops	9
Transfer	1
Welfare Check	1



CORPORATION OF HARPERS FERRY

Ordinance Compliance Officer

Town Council Monthly Report

Town Hall • 1000 Washington Street, P.O. Box 217, Harpers Ferry, West Virginia 25425

PH: (304) 535-2206

TC Meeting Date: 3/11/24

Report on activities for the Month of February 2024

Permit Applications received for the month of February:

Date Received	Applicant Name and Project Site Address	Type of Application	Action Taken (sent to BZA, LM, PC, Legal, TC)	Application in Progress	Date Permit Issued
2/5/24	C. Huddle 1220 W. Ridge St.	ZCPA #2024-0005 – Installation of Solar Panels	Project was forwarded to Historic Landmarks for review. HLC approved the application at their 2/29/24 meeting. Permit issued.	Completed	3/1/24
2/7/24	Paramount Rentals T. Sanderson Fillmore St. Block JJ, Lots 5&8 4&9	ZCPA #2024-00006 – Lot line adjustments; Install a driveway between 2 lots.	Project was reviewed at the 2/20/24 Planning Commission meeting. A request by PC for a submission of a clearly detailed preliminary plat(s) in accordance with the requirements listed in Ordinances 1726.02 and 1726.03 was sent to the OCO. OCO forwarded the information on to applicant. Project was forwarded to Historic Landmarks for review of the driveway. HLC determined at their 2/29/24 meeting that there was no action to be taken on their behalf at this time.	Yes	3/1/24
2/28/24	A. Arnoldson 730 Fillmore Street	ZCPA #2024-0007 – Installation of fence	Project was forwarded to the Historic Landmarks for review at the 2/29/24 meeting. HLC determined the project met all parameters and approved the project.	Completed	3/1/24
2/20/24	P. Rhodes 310 Henry Clay St.	ZCPA #2024-0008 – Installation of tool shed			

Updates for the month of February on open applications:

Date Received	Applicant Name and Project Site Address	Type of Application	Action Taken (sent to BZA, LM, PC, Legal, TC)	Application in Progress	Date Approved
1/23/24	M. Zeleke 828 Washington St.	ZCPA #2024-0002 Installation of driveway	Feb: Landmarks approved the driveway as shown on the application pending Planning Commission's approval to utilize the Town's right-of-way. Waiting for Planning to review. Jan: This application has been referred to Landmarks and to Planning for review.	Yes	
1/29/24	Ben Smith Block LL, Lot 9 Fillmore St.	ZCPA #2024-0003 Construction of new home.	Feb: Landmarks approved the construction of a new home at their 2/29/24 meeting. Jan: This application has been referred to Landmarks for review.	Yes	3/1/24
1/30/24	E. Dimas 491 & 455 Washington St.	ZCPA #2024-0004 Demo of 2 non-contributing structures.	Feb: Landmarks approved the demo of 2 non-contributing structures at their 2/29/24 meeting. Jan: This application has been referred to Landmarks for review. BZA confirmed they do not have to review as they are non-contributing structures.	Completed	3/1/24
11/30/23	L. Thomas 970 W. Ridge St.	Zoning Compliance Permit Application #2023-024	Feb: BZA approved the 2' set back at the 2/27/24 meeting. Jan: BZA has scheduled a hearing date for February 27 th . December Update: 12/13/23 Applicant notified they need to go to BZA for a setback variance. Installation of a shed.	Completed	3/1/24
8/29/23	B. Zampino Old Furnace Road	Sign Permit – Pine Grove Cemetery	Feb: Project in progress; almost completed. Jan: Project in progress. December Update: Project in progress. November Update: Fee received on 11/1/23. Project in process. Oct Update: Waiting for payment of fee. August: Application incomplete. Reached out to applicant for additional information.	Yes	
3/23/23	Janis Thompson on behalf of the Weaver Family, Boundary Street	Demo Permit #2023-0006	Feb: No update from the family. Jan: Still waiting on the family's decision as to what steps they are taking moving forward. December Update: If the family continues to be nonresponsive, I will notify them that we are closing the application. November Update: Still no update from the family. October Update: No update from family due to death in the family.	Yes	

			Sept: Sent e mail to owner inquiring what their intentions are now that the 90 period has elapsed. Aug: 8/30/23 Sent BZA a request for an update regarding the 90 day stay and conditions put on the applicant. No information has been provided. July: No progress on this project. June: Waiting for applicant to meet the BZA requirement as noted last month. May: BZA held a hearing on May 9th. Demo was approved provided the applicant met the following conditions: 1. Submission of a historic structure report with sufficient detail to reconstruct, which has been reviewed by the Historic Landmarks Commission for completeness. 2. Submission of a letter of consent to demolish the structure signed by all owners of the property. Apr: Hearing scheduled for May 9th at 6:30 pm. Mar: Forwarded application to BZA on 3/29/23 to schedule a public hearing.	
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Other Information to report during the month of February 2023:

Continue working with residents on 1109 Ordinance.

Answered questions from Sean Smith regarding subdividing vacant lots for sale on Putnam Street (Reeler property).

2/10/24 Issued stop work order on construction of a tool shed on Henry Clay Street.

2/14/24 Notified all applicants who were on the regular Landmarks meeting agenda of the meeting cancellation. The meeting was rescheduled to 2/29/24.

2/28/24 sent letter to Mr. & Mrs. C. Gauthier regarding the reported oil spill on Henry Clay Street.

2/28/24 sent e mails Mr. Leonard and Ms. Sanderson regarding lot line adjustment required documentation requested by the Planning Commission.

Submitted by: Kevin Hamilton
Kevin Hamilton, OCO

Rev 3-6-19