

**STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:**

A special meeting of the Consolidated Public Works Board was held at Buckhannon City Hall, 70 East Main Street, on July 31, 2017 at 4:00 p.m. with the following in attendance:

Mayor	David McCauley	Present
Recorder	Susan Aloï	Absent
Board Member	Pamela Cuppari	Absent
Board Member	CJ Rylands	Present
Board Member	Mark Waldo	Absent
Board Member	Nancy Shobe	Present
Director of Finance/Administration	Amberle Jenkins	Present

Guests: Ron Pugh, Mary Albaugh and Bryson VanNostrand.

**Meeting Agenda Posted 07-27-17**

*City of Buckhannon Consolidated Public Works Board – 4:00 pm in Council Chambers Special Meeting Agenda for Monday, July 31, 2017*

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- A. Call to Order
  - A.1 Moment of Silence
  - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guest
  - B.1 Bryson VanNostrand
- C. Strategic Issues for discussion and vote
  - C.1 Request-Trader’s Alley Block Party
  - C.2 Request Memorial Service at Jawbone Park
- D. Board Members Comments and Announcements
- E. Mayor’s Comments and Announcements
- F. Adjournment

Posted 07-27-2017

- Request-Trader’s Alley Block Party & To Close Trader’s Alley to Vehicular Traffic:

Alcohol use will remain on private property.

**Motion Rylands/Shobe to approve the request for Trader’s Alley Block Party as submitted. Motion Carried.**

The screenshot shows a Facebook event page for the 'First Annual Traders Alley Block Party'. The event is scheduled for Saturday, August 5, from 2 PM to 10 PM in Buckhannon, West Virginia. The event description includes: 'The first annual downtown music, arts & entertainment showcase / community cookout'. It lists local bands like BRASSTAXX, Holey Soles & Swamp Drag, and mentions a juried art display. The page shows 43 people going and 227 interested. A user named David is shown as going to the event.

**City of Buckhannon**  
Event Request Form

All requests to hold events must be submitted at least 30 to 90 days in advance of event date prior to the next Consolidated Public Works Board meeting in order to be considered for approval. CPWB meets the fourth Thursday of each month at 4:00 pm at City Hall.

Name of Event: Traders Alley Block Party  
 Type of Event: 1st Annual Downtown Music + Arts Entertainment Showcase  
 Date of Event: Aug 5, 2017 Start Time: 2pm End Time: 10pm  
 Name of Sponsoring Organization: - Community Event  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Person in Charge of Event: Tim Beard Bryson VanNostrand Phone: 413-0555 Cell: \_\_\_\_\_  
 Location of Event: Traders Alley If event is a 5K include City approved route number \_\_\_\_\_

- (If yes attach list) Circle
1. Will any streets be closed? Main st corner - Traders Alley - corner of Milkman lane (Yes/No)
  2. Will there be vendors? Yes/No
  3. Will there be a first-aid station/ medical staff? Yes/No
  4. Is there a parking plan? Yes/No
  5. Will there be security? Yes/No

Please list contact information for any additional key staff members.

\_\_\_\_\_

\_\_\_\_\_

Date Received: 7/20/17 Office Use: \_\_\_\_\_ Date Presented to Board/Council: CPWB

Approved by: \_\_\_\_\_ Denied: \_\_\_\_\_ (attach reason for denial)

If closing Main Street a WVDOH Permit must be obtained.

WVDOH Permit Approved: Yes No WVDODH Permit No: \_\_\_\_\_

Will pre-event meeting be required? \_\_\_\_\_ Yes/No

(circle attendees)

Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering  
 Administrator Mayor OEM Director Other: \_\_\_\_\_

REVISED 10-31-16

• **Request Memorial Service at Jawbone Park: August 12, 2017 from 9am to 2pm**

Planning A Memorial Service for David D. Taylor II, USMC Veteran; request for use of Pavilion and Jawbone Park...from Mary Albaugh

I am writing this request for special memorial service which we would like to have at Jawbone Park.

Upon arrival of David's remains he will be escorted to Poling St. Clair Funeral Home.

David will be cremated. His father will be requesting through the funeral home a military service. The family would like to have that at the Pavilion at Jaw Bone Park.

The Upshur County Honor Guard will most likely conduct the service if they are not already committed on that day.

The Patriot Guard will be escorting the body from the WV State line to Buckhannon. And will also remain there until the completion.

The problem is that the date of arrival of the body coming from overseas can not be pin pointed at this time. When notified his father was told it may take 6 or 8 weeks to transport the body home. Just early today the parties in Syria got permission from Iran to cross the border. It is a 7 or 8 hour drive across the boarder to Iran.

We are not able to provide an exact date. Poling St. Clair will be handling the funeral here at home. David Taylor Sr. will be notified by phone when his son's remain are in flight back to the United States. We were told most of those flights come in late at nite and the next day is most likely for the travel day to Buckhannon.

Mayor McCauley, David Taylor Sr. has asked me to ask you if you would speak at his son's memorial service and also that if you can a provide a proclamation from you in his son's honor.

As I am writing this email David is at a hillside right of the Tallmansville Rd. a small cemetery proudly established the late Morgan Perry and Dean Reed. The Reed Cemetery care giver has graciously donated a place for his ashes to be buried.

As a friend and as the Service Officer of the American Legion I have been helping David as much as I can. His friend Ron Pugh took him yesterday to the VA Hospital yesterday to get more in depth questions asked. David is devastated and heart broken.

Senator Manchin has acknowledged and offered his sympathies. He plans to attend the service. The Senator has case workers working on the case to keep the Senator informed and David and his family.

This is why I am a member of the American Legion. So that I can help veterans and their families when needed and to promote Patriotism and Americanism in our community and to educate our youth.

Mary Albaugh

**Motion Shobe/Rylands to approve the request to use Jawbone Park for a memorial service. Motion Carried.**

- **Trader's Alley Project: Letter of Agreement to John Moss:**

Mayor McCauley submitted the following letter as information for the board members and those in attendance:

July 31, 2017

Mr. John Moss  
9031 Old Elkins Road  
Buckhannon, WV 26201

RE: Trader's Alley Project – City of Buckhannon

Dear John:

Thank you for taking time out of your schedule to meet with me and other City officials this morning to discuss our collaboration to realize improvements within and along Trader's Alley. I sincerely appreciate your willingness to partner with our City in this important project that upon completion will serve as an excellent connector for pedestrians and motorists alike between Main Street and Jawbone Park.

Please indulge me while I recap the matters that we specifically discussed and to which, at least in principle, we agreed.

First, the City shall bear all material and labor costs for realizing all alley improvements, i.e., sidewalk construction, alley paving, storm sewer repairs, and flora and public art installations.

Second, the City will raze and remove, but then reconstruct your wall located on the eastern side of Trader's Alley. This wall is located about halfway down the alley and essentially defines the boundary between your property and Trader's Alley. We anticipate the new wall will be entirely constructed with concrete and not comprised of the current concrete block. This wall will probably be designed by City architect Bryson VanNostrand to be suitable as an area suitable for seating, but with a back lip and railing to prevent anyone from falling backward. Steel poles will be built into this design that will support flora, art, and lighting installations.

Third, the City will construct sidewalk and curbing from the southern most portion of the existing wall to the end of Trader's Alley along the Newman building. Any area not currently titled with the City and titled with you will be dedicated and conveyed by you to the City to realize this sidewalk improvement via a right of way or deed of dedication to be accepted by the City in the weeks to follow. I believe that this dedication may include in places a two or three feet in width area along the southernmost portion of your property.

Fourth, the City will pave at the City's cost for material and labor, the driveway located perpendicular to Trader's Alley currently used as a parking space for Lori Dado-Meadows.

Fifth, the City will at its cost, gate at both ends, the outdoor space between your building and the Newman building (former Dollar General), and keys to the gates will be provided to you, the owner of the Newman building, and the City only. This will no longer be any sort of public, pedestrian corridor. The

area in front of the gate to be constructed by the City facing Trader's Alley will be cleaned up with all vegetation being removed, and the concrete there being repaired.

Sixth, the City at its cost may effect some subtle changes to the storm water drop inlet and the area around the inlet that actually is located on your property, to better direct storm water coming down the alley into that inlet.

Seventh, the City will recognize your parents on the newly constructed wall described as "Second" above with a suitable placard with the specific language to be cooperatively established between you and the City.

Eighth, the City will establish a cost for paving your lower parking lot located to the immediate east of the bottom portion of Trader's Alley. If agreed to by you via a separate agreement, the material cost would be paid by you, while the labor portion of the paving cost would be paid for by the City as part of the consideration for your dedication of property and permitting the wall reconstruction described in "Second" above.

If you find these terms to be acceptable, please execute your signature below and return one of these two, original letters of agreement to me at City Hall while retaining the other for your file. If you have any questions or comments whatsoever about the proposed terms of this letter agreement, please contact me at City Hall at 472-1651. Thanks again for partnering with our City in what I know will be a terrific addition to our continuing downtown beautification and improvement efforts. It is collaborative opportunities like this one with you that sets Buckhannon apart from most other places in West Virginia. We certainly appreciate you!

Very truly yours,

David W. McCauley, Mayor

APPROVED: \_\_\_\_\_ DATED: August \_\_\_\_\_, 2017  
John Moss

cc: Members of City Council  
Members of the Consolidated Public Works Board  
Amby Jenkins, City Director of Finance & Administration  
Jerry Arnold, City Director of Public Works  
Brad Hawkins, City Streets & Parks Superintendent  
Bryson VanNostrand, City Architect

There being no further business to be transacted, **motion to adjourn Shobe/Rylands ; passed**, meeting adjourned at 4:21pm.

**Mayor David McCauley** \_\_\_\_\_

**Recorder Susan Aloï** \_\_\_\_\_