

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

A regular meeting of the Buckhannon City Council was held on Thursday, February 15, 2018 at 7:00pm in City Hall with the following in attendance:

Mayor	David McCauley	Present
Recorder	Susan Aloï	Absent
Council Member	Mary Albaugh	Present
Council Member	Pam Cuppari	Absent
Council Member	CJ Rylands	Present
Council Member	Robbie Skinner	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Present
Police Chief	Matthew Gregory	resent
City Attorney	Tom O'Neill	Present
Grants & Information Coordinator	Callie Sams	Present
Record Delta Newspaper	Katie Kuba	Present
InterMountain Newspaper	Sarah Goodrich	Present
Channel 3	Dennis Cortes	Present

Meeting Agenda Posted 02/12/18

**CITY COUNCIL OF BUCKHANNON – 7:00 PM IN COUNCIL CHAMBERS
MEETING AGENDA FOR THURSDAY, FEBRUARY 15, 2018**

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
 - A.3 Mayor's Greetings
- B. Recognized Guests
- C. Department & Board Reports
 - C.1 Public Works Director- Jerry Arnold
 - C.2 Finance Director- Amberle Jenkins
 - C.3 City Attorney- Tom O'Neill
 - C.4 Police Chief- Matthew Gregory
 - C.5 Information Coordinator/Grant Researcher- Callie Cronin Sams
- D. Correspondence & Information
 - D.1 Letter to UCDA re: UC Innovation & Knowledge Business Center-Design Review
 - D.2 Letter of Intent to WV Division of Culture re: Colonial Theatre Project Grant Application fy 2018
 - D.3 Notice Special City Council Working Session-Budget FY 2018-19 on 02/19/18 at 6pm
 - D.4 Notice Special City Council Working Session-Budget FY 2018-19 & Review of Fire Chief Applications on 02/27/18 at 6pm
 - D.5 Certification of Candidacies
- E. Consent Agenda
 - E.1 Approval of Minutes-Regular meeting 02/01/18 & Special meeting 02/06/18
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills
- F. Strategic Issues for Discussion and/or Vote
 - F.1 Appointment of Susan McKisic, RN, BSN- Housing Enforcement Board Health Officer
 - F.2 Discussion/Possible Vote NEEF BioBlitz Grant
 - F.3 Discussion/Possible Vote NEEF Pollinator Community Gardens Grant
 - F.4 Discussion/Possible Vote WV Conservation District Conservation Education Grant
 - F.5 OneBeacon Insurance Renewal
- G. Comments and Announcements
 - G.1 Mary Albaugh
 - G.2 Pamela Cuppari
 - G.3 C J Rylands
 - G.4 Robbie Skinner
 - G.5 David Thomas
 - G.6 Susan Aloï
- H. Mayor's Comments and Announcements
 - H.1 Statement on Stockert Youth Center 02-05-18
 - H.2 Mayor's Fitness Challenge
- I. Executive Session Per WV Code § 6-9A-4 (Property)
- J. Adjournment

Posted 02/12/18

Mayor McCauley called the meeting to order.

He read the following statement regarding the Florida school shooting this week.

CITY OF BUCKHANNON – MAYOR’S OPENING STATEMENT– February 15, 2018

We are all saddened by the horrific mass killing in Parkland, Florida yesterday. In the 24 plus hours since the shooting that claimed 17 lives with many others wounded, some critically, I’ve had conversation with people in our community, and I suppose we all seek reassurance that nothing like that ever could happen here. I’m sure the good folks in Parkland/Boca Raton mostly thought when they sent their kids off to school that nothing like that ever could occur there either.

Of course it could happen here, or any place else in the United States. There were precious young people who died yesterday, and there were older people who died. There were Republicans, Democrats, liberally minded folks, conservatively minded people, catholics, baptists, white, black, & Hispanic people who were shot and killed.

We have to do something different in this country than what we’ve done so far to address this horror. This was the 18th school shooting in the U.S. in the first 45 days of 2018. There have been more than 300 school shooting incidents since 2013 in the U.S. Enough... is enough. I’ve asked our police and fire chiefs about our state of readiness here in Upshur County. Here’s what Matt Gregory & J.B. Kimble tell us-

Joint statement from the Buckhannon Police Department and Buckhannon Fire Department

As members of the Buckhannon-Upshur Public Safety community, our hearts and prayers go out to those struggling with the school shooting tragedy in Parkland, Florida. These senseless acts of violence, which are unfortunately much too common in today’s world, never cease to shock the conscience of our society. We want to assure the residents of our community, that while absolute prevention of this type of violence is something that may never be achieved completely, the police department and fire department nevertheless works tirelessly to ensure the safety of our community’s schools. Through not only the close, professional working relationship that we have between our agencies, but also with other public safety agencies and especially the Upshur County Board of Education and all Upshur County Schools, we stand ready to respond should any harm present itself to our students or school staff. Beyond this, in an effort to avoid this type of tragedy, meetings between each of these respective agencies occur regularly, safety plans are in place and are discussed and tested frequently, and the layout of each of the school buildings are well known. In addition, the placement of PRO officers at Buckhannon Academy Elementary School from the Buckhannon PD and at the Buckhannon-Upshur Middle and High Schools by the Upshur County Sheriff’s Department only stand to enhance the safety of our children, our teachers, and all school staff. The safety of our schools is of the utmost priority to each of our agencies and as we come to work each and every day, we will always strive for this goal.

I ask that we keep all of the people of south Florida in our deepest thoughts and prayers this evening-

Mayor McCauley called for a moment of silence and pledge to the US Flag.

Guests:

Mayor McCauley recognized students from WV Wesleyan College and asked them to stand and introduce themselves.

Mayor McCauley recognized Guest – Mr. Rhett Dusenbury from Congressman Alex Mooney’s office.

Department Reports:

• **Information and Grant Writer-Callie Cronin-Sams:**

Mrs. Sams presented a video in which she was demonstrating handling the new poly cart garbage can with 156 pounds of garbage in it. She also reported on the following items:

2_15_2018

City Council Meeting – Information Coordinator & Grant Researcher Report – Callie Cronin Sams

Information Coordination

Website & Social Media: Added Country Roads Transit info – taking the ride on Tuesday, Contact Page – Adding Email Address to Contacts in Directory

Press Releases: Toter System, Mayor’s Fitness Challenge

WVWC Intern:

- Clerical/parking officer application to FB inquiries
- Researching communications policies of other municipalities, including social media policies
- Drafted presser on toter system
- Mayor’s Fitness Challenge flyer

Grants:

NEEF BioBlitz and Pollinator/Community Garden Grants – Vote Today

Google Sheets Grants Management

ARC POWER Workshop, Cal U. of PA

On the horizon: WV Conservation District Grant for FEMA lot wildflowers & compost; ARC POWER; WV Try This mini-grants; REAP grants

Upcoming Events:

February 17th – WVWC Engage Conference, February 28th – B-U Day at Legislature

ENGAGE Conference 2/17/18 **1 Hour Workshop**
City of Buckhannon Workshop – “Find your Place” **Presenter: Callie Cronin Sams**

Workshop Title: Find your Place in Sunny Buck: Volunteering and Internship Opportunities with the City of Buckhannon

Part I: Existing or Planned Opportunities with the City of Buckhannon (20 Minutes)

Volunteering:

- April: Global Youth Service Day Make It Shine Cleanup, Adopt-A-Highway Spring Cleanup
- May: Walk or Bike to School/Work Day, WV Strawberry Festival, Festival Fridays
- June: Community Gardens. Festival Fridays
- July: Community Gardens. Festival Fridays. 4th of July Celebration at Jawbone Park
- August: Community Gardens, Festival Fridays, Lazy River Float to benefit Fishing Pier. RiverFest, Hope & Help Assembly with the Opportunity House
- September: National Preparedness Month Make A Plan Campaign, Festival Fridays, Governor’s Day to Serve, Adopt-A-Highway Fall Cleanup, Children’s Festival, Truck Fest, Fall Fest
- October: Community Composting Program & Volunteer Training, Haunted Riverwalk Trail, Halloween
- November: Recycling Campaign (social marketing, #buckhannonrecycles)
- December: Christmas Parade & Downtown Holiday Decoration Committee
- January: Martin Luther King, Jr. Day of Service Stockert Kids ActiveZone Fest
- February: Go Red for Heart Health (healthy cooking demo’s and fitness classes at SYC)
- Ongoing: Stockert Youth Center, Coding Club and MakerSpace Workshops: Historic Site Upkeep, Good Neighbor Program, Dog Park

Internships:

- Marketing/Communications/Business
- Engineering or Pre-Engineering
- Natural Resources – Water Department
- Horticulture/Sustainable Agriculture
- Criminal Justice

Part II: Reflecting on the Win-Win (10 Minutes)

What do you enjoy? What are you passionate about? What organizations exist (or don’t exist here) that you care deeply about?

Haven’t found your passion yet? No worries. Send out some branches and see what works. Keep creating new opportunities to network and build relationships with other leaders in the community. You never know how or when they will be useful again later in your path.

Part III: Create Your Own Place within the Community (10 Minutes)

After steps 1 & 2, you may have an idea for how you can join an existing initiative or you may have thought of other ideas for how our community can benefit from a particular interest/skill/connection that you hold. We love to hear new ideas! Take a few minutes to write down your action plan, then we’ll share our plans with the group.

Part IV: Sharing & Wrap-Up (20 Minutes) Each participant shares their volunteering action plan.

Mrs. Sams explained that three grants applications are on the agenda for possible action. These grants could help fund wildflower seeds and pollinators for the FEMA lots, which was popular last year.

Council moved items F2 and F3 and F4 to vote on.

F2 -Discussion and possible vote NEEF Bio Blitz Grant:



NEEF BioBlitz Grant Announcement

Connecting Diverse Communities to US Forest Service Resources for
Education, Conservation, and Health Promotion

UPDATED 2.7.18

The National Environmental Education Foundation (NEEF), with major funding support from US Forest Service (USFS), is offering a little over \$17,000 through mini-grants to facilitate BioBlitz activities. Awarded grantees will be expected to facilitate the development of educational and conservation activities on local Forest Service lands, other partner public lands, local and municipal public lands or on lands within urban communities that seek to connect to urban forests and nature-based spaces to meet people where they are. These activities will be accomplished by mobilizing community volunteers and educating participants about the importance of their actions and their relationship to long term sustainability of the lands.

Background

Over the past decade, concern for the environment and healthier communities has translated into significant progress toward protecting the resources we all depend on—from technological progress to policy shifts. Environmental education has also grown dramatically throughout society and now takes place in doctor's offices and boardrooms, in church basements and town hall meetings, and in schools, community colleges, universities, and vocational institutions. Despite these significant advances, the planet's resources are under increasing pressures, from climate change and loss of biodiversity to shortages of clean water, wetlands, mangroves, fisheries, minerals, forests, and topsoil. According to the Economist, by 2030, the world population of 7 billion "will demand twice as many resources as the planet can supply."

All of these challenges are taking place against the backdrop of massive and rapid societal change, from technology shifts to changing demographics. The scale and pace of change demands systems to provide citizens, young and old, with the information, skills, and tools they need to navigate a far more uncertain world than anyone predicted even a decade ago. Everyone must understand and experience that they can be part of the solution.

NEEF recognizes the need to secure a safer and healthier world for ourselves, our children and for generations to come. Environmental education is the key to giving people the understanding and skills needed to best address many of our most complex 21st century problems. It is pertinent that people of all ages learn about their relationship to the environment, learn how to be environmentally responsible and become inspired and motivated to act on this knowledge.

Over the years, NEEF has made considerable strides engaging and moving individuals along the continuum of taking daily actions to improve the environment and recognizing the interconnectedness of human health and forest health. Through our grant making efforts and strategic programming NEEF demonstrates a stronger more cohesive infrastructure to advance environmental education through the integration of nature and health. For example, NEEF has leveraged resources to address serious health conditions like obesity and diabetes by connecting children to nature promoting physical activity,

healthy lifestyles and environmental stewardship. In similar efforts our Pediatric Asthma Initiative educates children with asthma and their families on the importance of creating asthma-friendly environments and understanding how to identify environmental triggers through the promotion of guidelines-based health care.

Environmental education challenges us to recognize our dependence on the natural world and to think in terms of how our actions impact the larger system. Transformation of behavior is central to ensuring a robust sustainable future. It is imperative that Americans adopt healthful stewardship in order to positively impact the trajectory of human health and forest health.

What is a BioBlitz?

For this particular grant, NEEF is seeking out grantees that can conduct BioBlitz activities in their community. A BioBlitz is a citizen science activity where people—no matter their scientific background—work together to record the biodiversity of a particular area during a focused "blitz." This can happen across an hour, a morning, or even 24 hours, and can take place anywhere, from a national park to a school yard. Participants work within an established perimeter to record as many species of plants, animals, fungi, etc. as they can find, in order to both learn about the importance of these species in the ecological landscape and to get a better understanding of the species richness of a particular location.

Participants can decide ahead of time how they want to document their findings, whether it's through drawings, field identifications, or photographs, and whether they want to indicate exactly where on the search site they found the species. Participants should not attempt to gather or remove any of the flora or fauna, but instead should document the species in place. Some BioBlitz activities include the involvement of scientific experts to help participants make identifications of their findings, but this is optional. There are many free, online tools where participants can upload photographs of their findings, and flag any that they would like the help of the online community with in identifying. An example of such a tool is [iNaturalist](#).

Depending on the scope of the project, the information collected during a BioBlitz can be helpful in scientific, policy, and educational settings. This data can be used by land managers to understand the health of the land, by lawmakers and community leaders to make informed decisions about land use, and by educators and the general public to learn more about their local environment.

Health Impact of BioBlitz

Research has proven there are scientific benefits of spending time in nature. Physical, mental, and spiritual health and well-being is paramount to the sustainability of healthy living. Exposure to the natural environment can yield significant psychological and physiological impacts. These inherent restorative elements are compromised when we do not recognize the importance of protecting and enhancing the health of the planet and its vast resources. Supporting a natural functioning ecosystem, boosted by an array of robust species lends for resilient and positive benefits for human health.

NEEF is interested in partnering with recipient organizations who engage in environmental education and stewardship, meaningful conservation, and healthy living. Collaborative efforts will impart educators, families, and communities with promising techniques to ensure that individuals have the critical opportunity to learn about safeguarding the health of the land and its people.

Successful applicants will demonstrate their ability to use innovative concepts to integrate health into conservation projects.

Eligibility

- Open nationally (including US territories) to 501(c)(3) with a documented connection to USFS sites. These include federal, state, and local Forest Service sites. A current partnership letter from a USFS partner site must be provided to show support of proposed project.
 - Please note that NEEF will not assist applicants in developing these partnerships.
- Applicants must incorporate a human health and forest health component to the proposal.
- Applicants must facilitate long term sustainability of our nation's forests and grasslands through conservation activities while connecting diverse audience, primarily youth and families from Latino/Hispanic communities, in events that are designed to restore and protect America's forests.
- While activities do not have to occur on USFS property, they should be tied to USFS interests. This might apply to areas where USFS has invested money, perhaps through a [NUEFAC](#) grant.
- Those who received a NEEF BioBlitz grant in 2017 are ineligible for this grant.

Grant Guidelines

- Applicants can request up to \$1,000 in grant funds.
- Although not required, those who organize activities during Environmental Education (EE) Week (April 23-29) will receive special attention.
- Applicants are not required to have past experience in running a BioBlitz project.

Timeline

- Application Opens: Open: Tuesday, January 30, 2018
- Application Closes: Friday, February 23, 2018
- Grant Period: April 2018-August 2018
- Final Report Due: September 28, 2018

Strong Applications Will Include the Following

- Describe the project team, including partnerships with community-based organizations, school's, health care organizations, or others involved in the proposed project. Detail the roles and involvement of each organization cited in the application. Include plans for establishing a new, or engaging an existing, cross-sector network of partners to participate actively in the implementation, and evaluation, if applicable.
- Use innovative concepts to integrate health into conservation projects. Use evidence-based support to describe the interconnection of nature and health. Advances in the field of environmental health have taught us much about the positive influences exposure to the natural environment has on human health; such as, increased physical activity and exercise, improved nutrition, reduced risk of chronic diseases (e.g., diabetes, cancer, heart disease, etc.) and positive mental and emotional health. Describe how the applicant will educate and engage the population on the healthful benefits of nature.
- Describe the area in which the project will be located and the population to be served (demographics), including population size, and other characteristics.
- Distribution and collection of evaluation forms for project activities. These can include pre/post surveys.

If you have any questions or problems, please contact us at grantsadmin@neefusa.org.

Motion Albaugh/Skinner to approve application for the NEEF BioBlitz Grant. Motion carried.

F3 Discussion possible Vote NEEF Pollinator & Community Garden Grant:



NEEF Pollinator and Community Garden Grant Announcement Connecting Diverse Communities to US Forest Service Resources for Education, Conservation, and Health Promotion UPDATED 2.7.18

The National Environmental Education Foundation (NEEF), with major funding support from US Forest Service (USFS), is offering a little over \$10,700 through mini-grants to facilitate Pollinator Garden and Community Garden activities. Awarded grantees will be expected to facilitate the development of educational and conservation activities on local Forest Service lands, other partner public lands, local and municipal public lands or on lands within urban communities that seek to connect to urban forests and nature-based spaces to meet people where they are. These activities will be accomplished by mobilizing community volunteers and educating participants about the importance of their actions and their relationship to long term sustainability of the lands.

Background

Over the past decade, concern for the environment and healthier communities has translated into significant progress toward protecting the resources we all depend on—from technological progress to policy shifts. Environmental education has also grown dramatically throughout society and now takes place in doctor's offices and boardrooms, in church basements and town hall meetings, and in schools, community colleges, universities, and vocational institutions. Despite these significant advances, the planet's resources are under increasing pressures, from climate change and loss of biodiversity to shortages of clean water, wetlands, mangroves, fisheries, minerals, forests, and topsoil. According to the Economist, by 2030, the world population of 7 billion "will demand twice as many resources as the planet can supply."

All of these challenges are taking place against the backdrop of massive and rapid societal change, from technology shifts to changing demographics. The scale and pace of change demands systems to provide citizens, young and old, with the information, skills, and tools they need to navigate a far more uncertain world than anyone predicted even a decade ago. Everyone must understand and experience that they can be part of the solution.

NEEF recognizes the need to secure a safer and healthier world for ourselves, our children and for generations to come. Environmental education is the key to giving people the understanding and skills needed to best address many of our most complex 21st century problems. It is pertinent that people of all ages learn about their relationship to the environment, learn how to be environmentally responsible and become inspired and motivated to act on this knowledge.

Over the years, NEEF has made considerable strides engaging and moving individuals along the continuum of taking daily actions to improve the environment and recognizing the interconnectedness of human health and forest health. Through our grant making efforts and strategic programming NEEF demonstrates a stronger more cohesive infrastructure to advance environmental education through the integration of nature and health. For example, NEEF has leveraged resources to address serious health conditions like obesity and diabetes by connecting children to nature promoting physical activity.

Eligibility

- Open nationally (including US territories) to 501(c)(3) with a documented connection to USFS sites. These include federal, state, and local Forest Service sites. A current partnership letter from a USFS partner site must be provided to show support of proposed project.
 - Please note that NEEF will not assist applicants in developing these partnerships.
- Applicants must incorporate a human health and forest health component to the proposal.
- Applicants must facilitate long term sustainability of our nation's forests and grasslands through conservation activities while connecting diverse audience, primarily youth and families from Latino/Hispanic communities, in events that are designed to restore and protect America's forests.
- While activities do not have to occur on USFS property, they should be tied to USFS interests. This might apply to areas where USFS has invested money, perhaps through a HUCFAC grant.
- Those who received a NEEF Pollinator grant in 2017 are ineligible for this grant.

Grant Guidelines

- Applicants can request up to \$3,000 in grant funds.
- Although not required, those who organize activities during Environmental Education (EE) Week (April 23-29) will receive special attention.
- Funding is not restricted to the "creation" of pollinator/community gardens. It can also be used for education around these items, or to support an existing initiative.
- Applicants are not required to have past experience running a Pollinator/Community Garden.

Timeline

- Application Opens: Open: Tuesday, January 30, 2018
- Application Closes: Friday, February 23, 2018
- Grant Period: April 2018-August 2018
- Final Report Due: September 28, 2018

Strong Applications Will Include the Following

- Provide a sustainability plan to ensure the garden will continue to thrive beyond the grant period.
- Describe the project team, including partnerships with community-based organizations, school's, health care organizations, or others involved in the proposed project. Detail the roles and involvement of each organization cited in the application. Include plans for establishing a new, or engaging an existing, cross-sector network of partners to participate actively in the implementation, and evaluation, if applicable.
- Use innovative concepts to integrate health into conservation projects. Use evidence-based support to describe the interconnection of nature and health. Advances in the field of environmental health have taught us much about the positive influences exposure to the natural environment has on human health; such as, increased physical activity and exercise, improved nutrition, reduced risk of chronic diseases (e.g., diabetes, cancer, heart disease, etc.) and positive mental and emotional health. Describe how the applicant will educate and engage the population on the healthful benefits of nature.
- Describe the area in which the project will be located and the population to be served (demographics), including population size, and other characteristics.

healthy lifestyles and environmental stewardship. In similar efforts our Pediatric Asthma Initiative educates children with asthma and their families on the importance of creating asthma-friendly environments and understanding how to identify environmental triggers through the promotion of guidelines-based health care.

Environmental education challenges us to recognize our dependence on the natural world and to think in terms of how our actions impact the larger system. Transformation of behavior is central to ensuring a robust sustainable future. It is imperative that Americans adopt healthful stewardship in order to positively impact the trajectory of human health and forest health.

What is a Pollinator and Community Garden?

For this grant opportunity, NEEF is seeking grantees that can host pollinator or community garden activities in their communities. Both pollinator and community gardens serve large goals: pollinator gardens are specifically designed to serve the needs of the native bees, butterflies, bats, hummingbirds, etc. that pollinate plants in the region, and community gardens are designed to serve the broader needs of the surrounding human community. (NAPPC, USDA) Pollinator gardens use native plants to provide food, reproduction habitat, and shelter to pollinators throughout as many bloom periods as possible, helping to support these ecologically and economically vital species. (USDA, USDA NRCS) Community gardens may also serve pollinators, but they can have a much broader mission. Whether it's for beautification, food supply, conservation, education, wildlife habitat, or a mixture of all of the above, community gardens are a collaborative effort between organizations and the surrounding community; they are designed to meet a need of said community; and they incorporate sustainable practices, making the landscape a healthy place for plants to grow. (USDA)

Health Impact of Pollinator and Community Garden

Research has proven there are scientific benefits of spending time in nature. Physical, mental, and spiritual health and well-being is paramount to the sustainability of healthy living. Exposure to the natural environment can yield significant psychological and physiological impacts. These inherent restorative elements are compromised when we do not recognize the importance of protecting and enhancing the health of the planet and its vast resources. Maintaining forest health and human health are not mutually exclusive. Supporting a natural functioning ecosystem, boosted by an array of robust species lends for resilient and positive benefits for human health.

Pollinator and community gardens (*nature's classroom*) offer opportunities for extensive place-based environmental education. Community members learn an appreciation and understanding of plant propagation, soil building, beneficial insects and general stewardship of the earth in which we live. In addition, it provides a culturally rich context for community members to learn about the origin of their food, understand the process to grow and harvest food while building community capacity.

NEEF is interested in partnering with recipient organizations who engage in environmental education and stewardship, meaningful conservation, and healthy living. Collaborative efforts will impact educators, families, and communities with promising techniques to ensure that individuals have the critical opportunity to learn about safeguarding the health of the land and its people.

Successful applicants will demonstrate their ability to use innovative concepts to integrate health into conservation projects.

- Distribution and collection of evaluation forms for project activities. These can include pre/post surveys.

If you have any questions or problems, please contact us at grantsadmin@nee-usa.org.

Motion Rylands/Thomas to approve application for the NEEF Pollinator & Community Garden Grant. Motion carried.

F4 Discussion possible vote WV Conservation District Conservation Education Grant:

Motion Skinner/Albaugh to approve application to the WV Conservation District Education Grant. Motion carried.

Outdoor Education Program Budget - Stockert Youth Center, Community Gardens/Orchard/Pollinator Plots

Item	Rate	Qty	Amount	Funding Source
Wildflower Seeds	https://www.americanmeat	100 lbs	\$ 3,000.00	NEEF Pollinator Grant
Wildflower Seed Balls Supplies				& Conservation District Grant
Cookie cutters, blenders, bags			\$ 1,000.00	Conservation District Grant
Vegetable Seed Packets for Schools			\$ 500.00	Conservation District Grant
School window pots & soil			\$ 500.00	Conservation District Grant
Compost Bins				
	bins \$	80.00	6 \$	480.00 Conservation District Grant
	2 bags/5daysaweek/40weeks \$	100.00	4 \$	400.00 Conservation District Grant
Bioblitz IDs for School (2 5th grade classes of 30 students X 2 IDs each (tree & wildlife)	\$	8.00	120 \$	960.00 NEEF BioBlitz Grant
Bioblitz IDS for Library & Stockert	\$	8.00	60 \$	480.00 Conservation District Grant
Binoculars for Stockert			\$ 500.00	Conservation District Grant
Magnifying box viewers (3 pack)		\$10	10 \$	100.00 Conservation District Grant
			\$ 7,920.00	

American Meadows Wildflower Seeds

Description	Cost	Lbs
Native Northeast	1642.89	50
Northeast Wildflower Mx	875.95	50
Total	2518.84	

50 lbs of seed covers 1.5-2 acres

https://smile.amazon.com/dp/B00114GR88/ref=sspa_dk_detail_3?psc=1&pd_rd_i=B00114GR88&pd_rd_wg=vfRv&pd_rd_r=01M9S2S8CZYNBM100VRI&pd_rd_w=GvIKs
https://smile.amazon.com/EcoSafe-6400-HB2636-8-Compostable-Certified-20-Gallon/dp/B001FZCC06/ref=sr_1_3?ie=UTF8&qid=1518205759&sr=8-3&keywords=compostable+bags+20+gallon
https://smile.amazon.com/West-Virginia-Trees-Wildflowers-Naturalist/dp/1583554548/ref=sr_1_1?ie=UTF8&qid=1518204038&sr=8-1&keywords=plants+and+trees+of+west+virginia
<http://www.waterfordpress.com/west-virginia-trees-wildflowers.html>

• Director of Public Works-Jerry Arnold:

**Buckhannon City Council
 Public Works Director Report Jerry Arnold
 February 15, 2018**

Director:

- We had 83 employees attend the safety meeting on the 12th.

Supervisors:

- Nothing New to Report.

Project Team:

- Nothing New to Report

Water Department:

- Nothing New to Report
- **Victoria Hill WST:** The water tank construction has been completed and the tank has been filled. Testing water quality today, tomorrow, and Monday if all tests are good the tank will go on line Tuesday or Wednesday.

Sewer Department:

- The storm sewer project on Huffman Ln. is completed.

Waste Department:

- The toter carts are scheduled to be delivered to the Waste Garage next week.

Mr. Arnold informed Council that the Sanitary Board had discussion concerns of how to fund Storm Water projects. General Fund contributed \$50,000 this year but it has already been depleted. Council discussed the matter. Other communities often implement storm water fees. Council will continue to future discussions on the matter to determine how to fund the projects.

Mr. Arnold also reported that the poly cart garbage containers will be received next week. There will be situations in which poly cart might not work in all situations.

- **Director of Finance and Administration-Amberle Jenkins**

Amby report

Council 2-15-18

Working on General Fund Budget for FY 2018-19

Dates to remember – February 19th 6:00 pm working session
February 27th 6:00 pm working session and review Fire Chief Applications
March 28th, Budget must be submitted to State Auditor by this date
March 15th Council to approve budget unless a special meeting is scheduled.
April 17th at 9:00 am? Council must Lay the Levy (approve tax levy rates). A quorum is required.

Worked on inventory of vehicles, property and employee list with driver license checks for insurance company.

Stockert Youth Center has had issues with their phone system. They system is several years old. I asked Debora to contact the vendor of City Hall's system, to see if they could tie into that system to save some money. A quote was received for \$3000. This is much less than a new system.

If you recall, I reported the parking/office employee had notified me she would be leaving employment. Early this week she asked to remain in the position she was hired for? I will send a letter out to applicants thanking them for applying and will keep the applications on file for 6 months.

The Annual Chamber of Commerce dinner will be held March 22nd at the Event Center from 6:00 pm to 9:00 pm. A sponsor table for 8 persons is \$300. I can place this on the agenda in March for Council to approve if any of you will attend.

Invoices to be approved have expense for an evidence module (\$4400). A requirement of CALEA. And the first payment for the two new police cruisers. Normal monthly payments for that will be \$1200.00 per month.

- **City Attorney-Tom O'Neill:**

Mr. O'Neill reported on the following:

- Compac Backhoe issue has been resolved.
- He is assisting with another water line break issue that occurred on Evenbreth Rd.
- He reviewed a contract for the Water Board regarding Chapman Technical Group task #7 ACP Pipeline.
- Working to resolve a right of way issue with the Sanitary Board in the Vicksburg area. A meeting is scheduled Feb 22nd with the property owner and their attorney.
- Preparing to write a letter to Hodgesville Public Service District regarding failed payment agreements.
- Reviewing a contract for the Police Department involving disposal of biohazard waste (needles, evidence)

- **Police Chief-Matthew Gregory:**

Chief Gregory reported that one of the police officers is in the process of being trained in dealing with Active Shooter situations.

Police Officer applications have been received and reviewed. Testing for agility and written exam will take place in the next few weeks.

Chief Gregory also presented the following:

Buckhannon Police Department Annual Report 2017:

Mayor and Members of City Council,

I am very pleased to present the 2017 Annual Report for the City of Buckhannon Police Department. The report itself is divided into two broad categories: 1) Law Enforcement Activities and 2) Community Activities. Data concerning law enforcement activities is taken from a wide range of sources to include: officers' monthly activity reports; records management data for criminal reports, accidents, misdemeanor / felony arrests, and traffic citations; and Upshur County Comm Center data. The Community Activities section is an overview of the major activities that the Buckhannon Police Department is involved in throughout the year. This section also includes reports from the police department's B.A.S.I.C. program as well as an annual report for our VIPS program.

The totality of the report is a reflection of the commitment that our officers have for the community. As we continue to address the problems that face the city, as well as provide the best

possible police service through programs and partnerships, we do so with the utmost professionalism and concern.

Yearly Report-Activity 2017

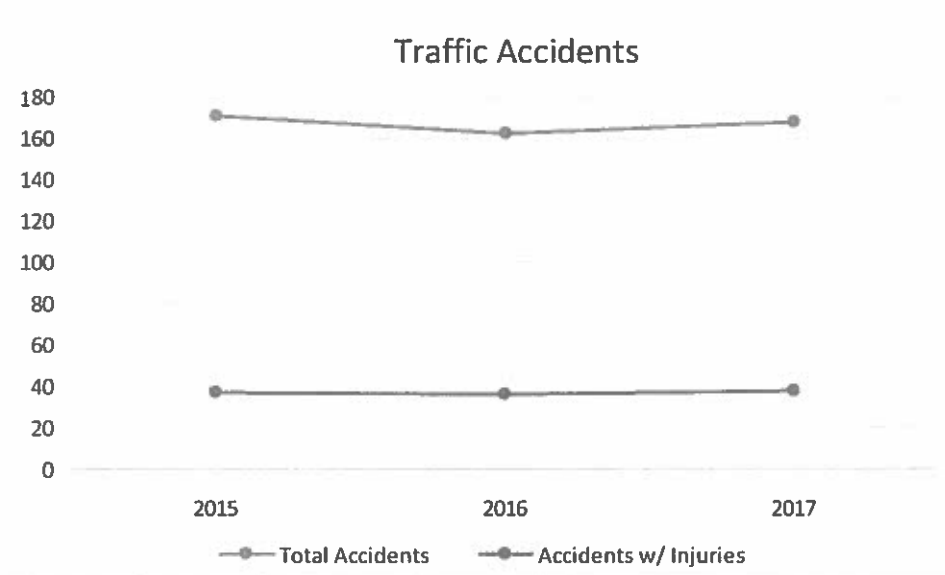
2017	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Criminal Reports	57	48	51	69	63	63	48	75	50	48	45	50	667
Reports Cleared	41	31	40	38	43	44	33	53	32	29	29	28	441
Clearance Rate	72%	65%	78%	55%	68%	70%	69%	71%	64%	60%	64%	56%	66%
2016													
2016	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Criminal Reports	65	73	53	61	59	54	30	67	67	96	54	53	732
Reports Cleared	54	39	24	39	42	38	40	41	42	59	37	17	472
Clearance Rate	83%	53%	45%	64%	71%	70%	75%	61%	63%	61%	69%	31%	64%
2015													
2015	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Criminal Reports	56	26	45	58	81	58	53	57	58	71	44	52	659
Reports Cleared	44	19	33	46	67	47	33	40	41	58	21	31	480
Clearance Rate	78%	73%	73%	79%	82%	81%	62%	70%	70%	81%	47%	59%	72%

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
Traffic Stops													2,552
Calls Answered	401	401	361	464	483	451	485	537	421	443	366	395	5208
911 Calls													1,774
Community Policing	181	206	239	173	226	94	68	248	275	253	146	138	2247
Road Patrol	838	624	662	618	674	674	637	614	674	670	670	725	8080
Traffic Hours	257	115	140	110	228	93	138	146	127	114	150	151	1769
Criminal Inv.	296	258	352	268	318	339	322	373	314	274	264	272	3650
Court Hours	35	9	12	10	17	6	7	12	27	10	14	23	182
Report Writing	169	118	170	124	138	172	154	164	142	206	155	236	1948
Other Hours	139	199	163	261	265	133	347	359	330	364	429	284	3273
Miles	8,804	6,358	7,435	7,535	8,022	7,442	8,184	7,455	7,603	7,354	7,086	7,358	90,636
Accidents - Prop.	11	8	8	7	9	9	10	19	11	14	18	6	130
Injury	7	3	3	4	1	2	3	4	2	6	3	0	38
Fatality													0
Parking Tickets	9	2	3	8	0	1	1	11	19	12	4	3	73
Criminal Reports	57	48	51	69	63	63	48	75	50	48	45	50	667
Reports Cleared	41	31	40	38	43	44	33	53	32	29	29	28	441
Clearance Rate	72%	65%	78%	55%	68%	70%	69%	71%	64%	60%	64%	56%	66%

WARNINGS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
ATV ON CITY STREET			1										1
CELL PHONE		3	9	1	6	2	8	9	3	3	2	3	49
CHILD SAFETY		2	1		1	2		1		1	2		10
DEFECT EQUIPMENT		20	31	20	32	8	53	40	44	35	31	31	345
DRIVING SUSPENDED								1					1
EXHAUST, NO				1									1
FAILURE TO DIM HIGHBEAMS							1	1					2
FAILURE TO MAINTAIN CONTROL		1					1	1				1	4
FAILURE TO OBEY TRAFFIC CONTROL DEVICE							1						1
FAILURE TO YIELD		1	1	1	1			1	1	2	1		9
FENDER FLARES				1	1								2
FOLLOWING TO CLOSE												2	2
HEADLIGHTS, NO		6	5		5		1	5	4	6	1	3	36
ID, FAILURE TO CHANGE							1						1
ILLEGAL LEFT TURN			1								1		2
IMPEDING TRAFFIC							2						2
IMPROPER BACKING			2										2
INSURANCE, NO PROOF			4		8	6	23	20	7	6	4	4	82
INSURANCE, UNSIGNED						1		1	1				3
LANE VIOLATION								1	1		1		2
LEFT OF CENTER		3	3		2	3	2	2	1		2	1	19
LICENSE PLATE, NO			1						1				2
LITTERING					4	9	3	2					18
LOUD EXHAUST				1			2	1			2		6
MORE THAN 4 LAMPS ON FRONT		1											1
MVI, EXPIRED		3	3	2	6	3	1	10	5	1	9	4	47
MVI, FALSE				1									1
MVI, MODIFIED				1									1
MVI, NO			2				2	2		1		1	8
OBSTRUCTED VIEW					1								1
ONE WAY VIOLATION				3		2	3	2	2	7	3		22

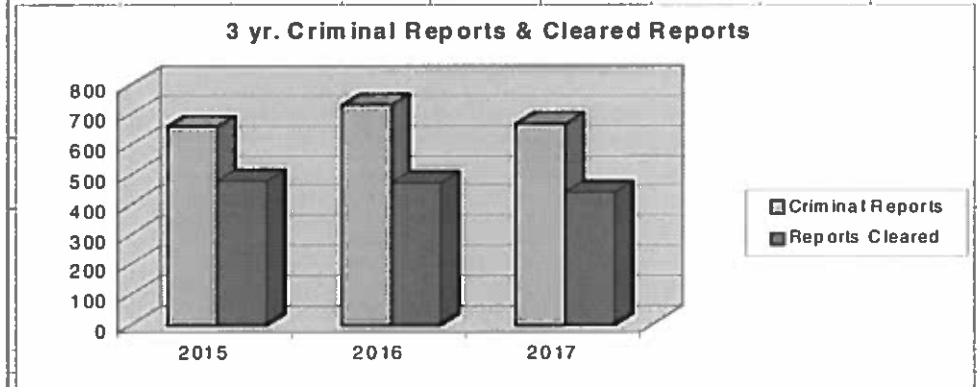
OPERATORS WV, FAILURE TO OBTAIN				1				1					2
OPERATORS, ADDRESS CHG				1			1	1	3	3			9
OPERATORS, EXPIRED						2				1	1		4
OPERATORS, LEARNER PERMIT VIOLATION							2	1	1				4
OPERATORS, NO							3	1			1		5
OPERATORS, NO PROOF		1	7	1	3	1	8	3	5	3	2		34
PASSING, IMPROPER					1				1				2
RECKLESS DRIVING			1	1	1		3	1	1				8
RED LIGHT VIOLATION		2	2	1			1	3		1	2	1	13
REGISTRATION, ADDRESS CHG			5			1	5	2	1				14
REGISTRATION, EXPIRED		27	39	22	42	2	30	35	25	13	21	20	276
REGISTRATION, IMPROPER		3	10	8	6	1	3	3	2		1		37
REGISTRATION, IMPROPER DISPLAY			11	2	10	1	12	25	6	1	11	7	86
REGISTRATION, NO							2		1		1		4
REGISTRATION, NO PROOF			8	2	2	5	14	10	1	2	3	2	49
REGISTRATION, UNSIGNED		6	11	4	18	14	21	25	9	8	11	6	133
ROAD CONDITIONS, TOO FAST FOR												1	1
SEATBELT		2	7		20	6	23	11	4	2	10	2	87
SPEED VIOLATION WARNING		23	9	13	30	20	10	30	18	6	16	11	186
STOP SIGN		4	14	2	19	27	7	15	5	8	8	3	112
STOP, FAILURE TO							11						11
TURN LANE, IMPROPER USE		3	1		3			1		1		1	10
TURN, IMPROPER			1		1			1			1		4
UNDERAGE CONSUMPTION										2			2
WINDOW TINT			1	1									2
WRONG WAY		2							1				3

Year	# of Accident Reports	# of Injuries	%
2015	171	37	22%
2016	162	36	22%
2017	168	38	23%



CRIMINAL REPORTS 2017

	Criminal Reports	Reports Cleared	%			# of Occurrences
2015	659	480	72%		2015	822
2016	732	472	64%		2016	970
2017	667	441	66%		2017	908

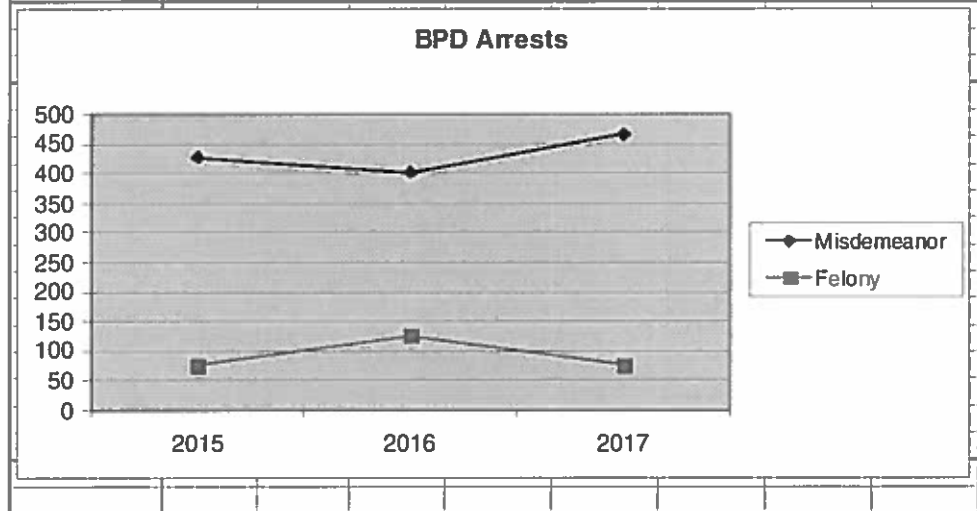


2017 - Top 5 Crimes

1. Larceny - 113 (18 Felonies)
2. Shoplifting - 109 (8 Felonies)
3. Drug Offenses - 105 (23 Felonies)
4. Destruction of Property - 55 (2 Felonies)
5. Hit and Run - 49

MISDEMEANOR/FELONY ARRESTS 2017

	2015	2016	2017
Misdemeanor	427	402	465
Felony	75	126	75

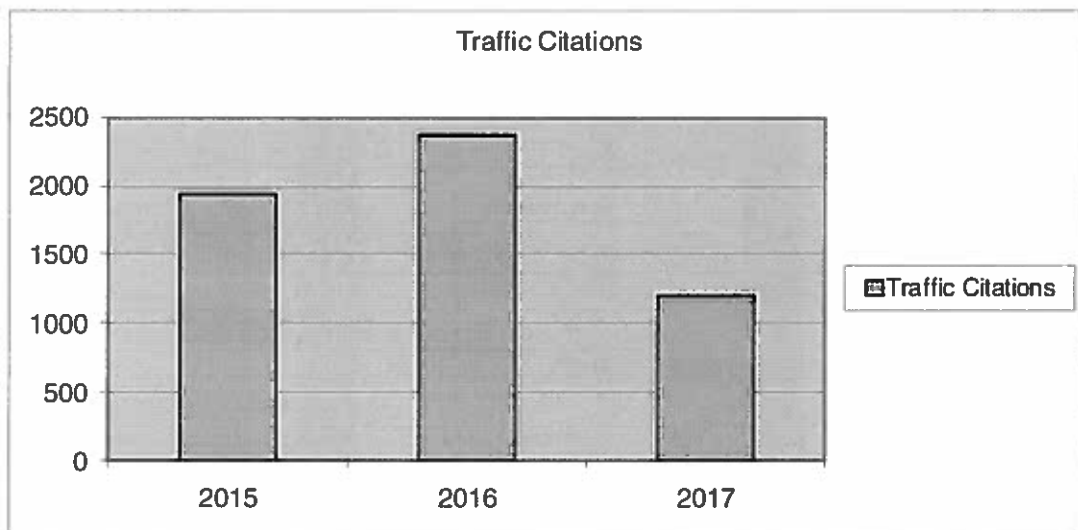


FELONY ARRESTS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
ACCESSORY BEFORE THE FACT					1								1
BURGLARY		1	2	1				1				1	6
CONSPIRACY					1	1						2	4
DELIVERY OF CONTR. SUBSTANCE		1						2		2	1	3	9
DELIVERY OF CONTR. SUBSTANCE W/IN 1000 FT OF SCHOOL	3	1					1						5
DESTRUCTION OF PROPERTY (FELONY)					1				1				2
DISARMING/ATTEMPT DISARM POLICE OFF.										1			1
DRIVING REVOKED DUI 3RD	1							1	2			1	5
DOMESTIC 3RD OFFENSE		1											1
DUI W/ FLEEING												1	1
ESCAPE		1											1
FLEEING - RECKLESS INDIFFERENCE							1						1
FORGERY		2						1	1				4
FRAUDULENT USE OF ACCESS DEVICE				3	2								5
FUGITIVE FROM JUSTICE								1			1	1	3
GRAND LARCENY						2		2					4
PAROLE VIOLATION											1		1
POSSESSION INTENT DELIVER			1					2	2				5
SHOPLIFTING 3RD	1	2	1		1	2						1	8
STRANGULATION					1	1		1					3
UTTERING		2		1				1					4
WANTON ENDANGERMENT	1												1
TOTAL FELONIES	6	11	4	5	7	6	2	12	6	3	3	10	75

MISDEMEANOR ARRESTS													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
ANIMAL CARE ORDINANCE	1	2	1	1			1				1		7
ASSAULT								1	1				2
BATTERY	1	1	1		2					1			6
BATTERY ON POLICE OFFICER			2			3				1			6
B&E of AUTO			2		1		1						4
BBANDISHING								1		1			2
CAPIAS ARREST	3	2		1		2		1					9
CONTRIBUTING TO MINOR			3			1		1					5
CONSPIRACY								1					1
DESTRUCTION OF PROPERTY	5	2	2	1	1	1		5	1	2			20
DISORDERLY CONDUCT			1								1		2
DOMESTIC ASSAULT						1				1			2
DOMESTIC BATTERY			1	1	3	3	5			3		1	17
DRIVING REVOKED DUI	1	3				1				1	2		8
DRIVING W/O INTERLOCK						1							1
DUI	7	2	5	1	1	2	2	2		1	2	4	29
FLEEING				1	2	1	1						5
FURNISHING ALCOHOL TO MINOR		1	1		4								6
FURNISHING TOBACCO TO MINOR			1										1
INDECENT EXPOSURE			1			1							2
JOYRIDING		1									2		3
LEAVING THE SCENE OF AN ACCIDENT	1					1							2
LIGHTED MATERIAL ON PUBLIC ROADWAY									1	1			2
NOISE ORDINANCE						6							6
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
OBSTRUCTING POLICE OFFICER	1	1	2		2			2	3	6		1	18
OBTAINING FALSE PRETENSE	2			4	1	1	3	1	1	1		2	16
OPEN CONTAINER									1				1
OPEN DUMP					2				1				3
PETIT LARCENY			6	2	8			2	1		3	1	23
POSSESSION OF ALCOHOL - MINOR	2	1	2	1	1		1	1					9
POSSESSION OF CONTROLL. SUB.	1	1	2		8	5	2	10	1	5		7	42
POSSESSION OF MARIJUANA	3		2	2	5	2	1	7	2	4	3	3	34
POSSESSION OF STOLEN PROPERTY									1				1
POSSESSION TOBACCO - MINOR	1		2	1									4
PUBLIC INTOXICATION	1		4		1			3	7	2	1	2	21
RECEIVING/TRANSFERRING STOLEN PROP.					1								1
RESISTING ARREST					1					1			2
SELL ALCOHOL TO UNDERAGE		3											3
SHOPLIFTING	11	4	4	13	3	8	5	6	6	12	8	11	91
TAMPERING WITH MOTOR VEHICLE						1	1						2
TRESPASSING	1	2		1	2		3	7	4	2		2	24
UNAUTHORIZED PERSON IN POSS. OF FIREARM					2								2
UNAUTHORIZED USE OF DUMPSTER		1											1
UNLAWFUL CONSUMPTION						1	1	3					5
UNLAWFUL USE OF OPERATORS								1					1
VIOLATION OF PROT. ORDER		1	1										2
WARRANT FROM OTHER JURISDICTION		2	1		1			2	1		1	1	9
ZONING VIOLATION						2							2
TOTAL MISDEMEANORS	42	30	47	30	52	44	27	57	32	45	24	35	465

	2015	2016	2017
Traffic Citations	1946	2364	1201



TRAFFIC CITATIONS													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
APPROACHING EMERGENCY VEHICLE					1								1
CELL PHONE	30	20	16	21	19	8	11	9	5	8	11	9	167
DEFECTIVE EQUIPMENT											1		1
DRAG RACING				2									2
DRIVING REVOK/SUSP	11	3	8	3	16	4	7	6	7	4	11	7	87
DRIVING REVOK/SUSP DUI	1	1		1			1						4
EXPIRED DRIVERS LICENSE	2		1					1					4
EXPIRED MVI STICKER	12	6	4	5	6		4	6	1	1	1	1	47
EXPIRED REGISTRATION	3	1	1		3		1			1	2		12
FAILURE TO MAINTAIN CONTROL								1					1
FAILURE TO OBEY TRAFFIC CONTROL											2		2
FAILURE TO STOP/ENTERING RD								1					1
FAILURE YIELD RIGHT OF WAY								1					1
IMPROPER PASSING	1												1
IMPROPER REGISTRATION	2		2	2	2			1		1			10
IMPROPER USE OF TRAFFIC LANE								1					1
LEAVING THE SCENE	1												1
NO CHILD RESTRAINT		1	1	1	2	2		3					10
NO INSURANCE	2	1			2	2	1	3		3	3		17
NO INSURANCE CARRIED	52	22	19	30	24	1	11	16	13	13	9	10	220
NO MOTORCYCLE OPERATORS								1					1
NO MVI STICKER										1			1
NO OPERATORS	2				1	1		1	2	4	2		13
NO OPERATORS CARRIED	1	1	1	1	1			1					6
NO REGISTRATION								2		2			4
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
NO SEATBELT	71	36	65	10	140	1	11	69	5	5	44	5	462
PASSING SCHOOL BUS	1												1
PERMITTING NO OPERATORS	1				1								2
RECKLESS DRIVING	1					1							2
RUNNING RED LIGHT	1	1	1							1	1		5
RUNNING STOP SIGN	3	1		1	1	1		16				2	25
SPEEDING	27	10	4	10	6		2	3	10	8	7		87
WRONG WAY ON ONE WAY STREET	1				1								2
TOTAL TRAFFIC CITATIONS	226	104	123	87	226	21	49	142	43	52	94	34	1201

2015		2016		2017	
Reports		Reports		Reports	
Shoplifting	111	Shoplifting	99	Larceny	113
Larceny	98	Larceny	92	Shoplifting	109
Destruction of Property	69	Destruction of Property	72	Drug Offenses	105
DUI	66	Drug Offenses	61	Destruction of Property	55
Hit and Run	47	Hit and Run	48	Hit and Run	49
Traffic		Traffic		Traffic	
No Seatbelt	541	No Seatbelt	999	No Seatbelt	462
No Insurance Carried	408	No Insurance Carried	378	No Insurance Carried	220
Speeding	241	Cell Phone	327	Cell Phone	167
Cell Phone	222	Speeding	250	Speeding	87
Expired MVI Sticker	154	Driving Suspended	125	Driving Suspended	87
Misdemeanor Arrests		Misdemeanor Arrests		Misdemeanor Arrests	
Shoplifting	100	Shoplifting	77	Shoplifting	91
DUI	64	DUI	38	Poss. Of Controlled Substance	42
Destruction of Property	34	Domestic Battery	21	Poss. Of Marijuana	34
Petit Larceny	27	Public Intoxication	18	DUI	29
Battery / Poss. Of Marijuana	17	Driving Revoked DUI	18	Trespassing	24
Felony Arrests		Felony Arrests		Felony Arrests	
Shoplifting 3rd	12	Forgery	16	Del. Of Cont. Substance	9
Burglary	7	Uttering	15	Shoplifting 3rd	8
Delivery of Controlled Sub	7	Del of Cont Sub 1000 ft of school	12	Burglary	6
Fraudulent Use of Credit Card	7	Del. Of Cont. Substance	9	Del of Cont Sub 1000 ft of school	5
Forgery	6	Driving Revoked DUI 3rd	9	Driving Revoked DUI 3rd	5
Fraudulent Use of Access Dev.	6	Shoplifting 3rd offense	9	Fraudulent Use of Access Dev.	5
				Poss. Intent to Deliver	5
911 Calls		911 Calls		911 Calls	
MVA- No Injuries	171	MVA- No Injuries	198	MVA	207
Alarm	152	Alarm	141	Alarm	147
Welfare Concerns	102	Domestic / Active	103	Welfare Concern	104
Shoplifting	86	Welfare Concerns	91	Shoplifting	78
Domestic / Active	71	Shoplifting	72	Call for Officer	67
Total Calls	1,758	Total Calls	1,858	Total Calls	1,774

BASIC PROGRAM REPORT

January 1, 2017-December 31, 2017



Buckhannon City Police
Volunteers in Police Service (VIPS) Program
2017 Annual Report



1. Number of students: (7)
2. (6) were adults, (1) juvenile
3. Youngest age of first drink was age 14, average age 16.
4. (4) experimented with drugs.
5. (4) students have a family history of alcohol or drug dependency
6. Average consumption per student 3-6 beer.
7. (3) students are female (4) are male.
8. (3) students are WVWC students, (1) Davis & Elkins student, (1) University of Charleston student, (1) Fairmont Senior High student, (1) non-student.
9. 3.5 is the average GPA.
10. 16 is the average age of first drink.
11. (4) are considered problem drinkers, (1) is considered late stage.
12. (7) students have not received drug or alcohol counseling.
13. Two students believe they have built up a tolerance to drugs or alcohol.
14. Students have completed 88 hours of community service hours.
15. (1) student started drinking by age 14, (1) by age 15, (3) by age 16, and (2) by age 17.
16. Five students have successfully completed the BASIC program.
17. Arrest by Agency: Buckhannon PD: (5), UCSD (1), DNR (1).

- Membership
 - VIPS began 2017 with 10 members, one of which was in military basic training for the first half of 2017
 - By the end of 2017, we had lost three members due to relocation, WVWC graduation, or pursuing other interests.
 - We began advertising for new members at the end of 2017, in preparation for training classes in 2018.
- Attended Events
 - VIPS were requested and participated in the following events in 2017 by providing traffic control, foot patrols, and enhancing public relations between law enforcement and our community.
 - West Virginia Strawberry Festival events
 - Festival Friday events
 - Buckhannon-Upshur High School Homecoming Parade and Pep Rally
 - Stockert Youth Center Children's Festival
 - Stockert Youth Center Truck Fest
 - Veterans Day Parade and Ceremony
 - Christmas Parade
 - Upshur Arts Alliance Taste of the Arts Event
 - Buckhannon Fall Fest Celebration events
 - Halloween events
 - Various SK, walking, and demonstrative events
 - Various car shows
 - Various dedication ceremonies
- Hours Volunteered
 - In addition to assisting with the previously listed events, VIPS members also assisted the department with administrative tasks, business security checks and by performing ride alongs with officers.
 - VIPS volunteered over 1100 hours during 2017, allowing officers to attend to other situations during those hours.
 - Several members are college students, and their activity is directly related to their college class schedule.
 - The following chart breaks down VIPS 2017 hours by month and member:

Month/ Year	VPS 1	VPS 2	VPS 3	VPS 4	VPS 5	VPS 6	VPS 7	VPS 8	VPS 9	VPS 10	VPS
	Steve Wykoff	Jewel Fisher	Morgan Chatter	David Ruman	Kyle Neason	All Youngblood	Jamie Nashbrook	Cory Fec	McKenna Polen	Morgan Can	Monthly Totals
Jan-17	12	3.5	Inactive	72.5	0	Inactive	Inactive	Inactive	Inactive	33.5	121.5
Feb-17	11	4	2	35	2	Inactive	Inactive	Inactive	2.5	37	98.5
Mar-17	23.75	4.25	9	94.5	8	4.5	0	Inactive	12.5	32	180
Apr-17	17.75	12.5	6.5	60.5	1	7	18.5	Inactive	9	5	111.75
May-17	26	32	25.75	79	3.5	3	17	Inactive	8	Inactive	174.25
Jun-17	7.75	2.5	2	2	Inactive	Inactive	19	Inactive	Inactive	Inactive	38.25
Jul-17	18.75	6	4	21	Inactive	Inactive	12.5	Inactive	Inactive	Inactive	60.25
Aug-17	15.5	Medical	0	13.25	Inactive	8	26.75	4	2	Inactive	71.5
Sep-17	15.75	Medical	1.5	28.75	Inactive	15.75	26.5	10	15	4	119.25
Oct-17	6.75	Medical	2	6.5	Inactive	4	7	0	6	2	34.25
Nov-17	9.5	Medical	2	2	Inactive	6.25	6	4	6	2	37.75
Dec-17	4.75	Medical	Inactive	4.25	Inactive	3.5	0	0	8	2	22.5
Total Hrs:	156.75	64.75	54.75	421.25	9.5	52	116.25	18	76	117.5	1106.75

BUCKHANNON POLICE DPT 2017 COMMUNITY ACTIVITIES

- **Upshur County Children's Festival**-In September 2017, police officers and VIPS members participated in the Children's Fair held at SYC where a wide variety of informational items were handed out.
- **Rachel's Challenge Field Day**-The Buckhannon Police Dpt continued to partner with BUHS and the Rachel's Challenge Kindness club to sponsor educational activities for participating children at this event. The activities focused on alcohol and drug education.
- **Ucare Pool Parties**-Our partnership with UCARE continues. Officers chaperone the events which are held at the high school. The goal is to give middle school and high school children a safe and fun alternative to abusing alcohol.
- **National Night Out**-The BPD hosted the annual National Night Out event at the Upshur County pool in August 2017. This event was attended by several hundred people where officers were able to make positive connections with a wide variety of people. VIPS members were instrumental in helping out.
- **Halloween Safety**-The Police Dpt took the Halloween Safety program to all preschool-2nd grade students in the City of Buckhannon. Officers taught the participants how to remain safe while Trick or Treating by utilizing what they have learned about "Stranger Danger" and "Pedestrian Safety." In 2017, the program reached over 600 students. Chief Gregory and Lt Loudin utilized the Halloween Safety Neighborhood to present the program. Students were also provided with reflective Trick or Treat bags, coloring books, pencils, and stickers.
- **Trunk or Treat**-The BPD once again held a trunk or treat event in the parking lot of the Public Safety Complex. The police department partnered with a variety of other public safety agencies and community groups and saw over 500 area children participate.
- **Head Start Partners in Education**-As an extension of the BPD's partnership in education with Upshur County Head Start, training was provided to Head Start employees about drug awareness/safety. This training was attended by about 50 employees. Also, officers participated in a variety of events with Head Start students, including safety talks and demonstration of police cars.
- **Guest Speaking at WVWC**-Officers spoke to multiple classes at WVWC. They discussed impaired driving and the effects of alcohol on a person's body.
- **Tours of the BPD**-As an extension of our partnership with several secondary and primary schools in our area, the police dept conducted tours of the police station. One such event, hosted the Union Elementary School at our facility.

- **Safety talks/Career talks with students**-Throughout the year, officers of the BPD speak to a variety of Upshur County students about safety topics as well as information about law enforcement careers.
- **PRO Officer –BAES**-Sgt Mark Stewart continues to serve as the Prevention Resource Officer at the Buckhannon Academy Elementary School. Throughout the school year, Sgt Stewart logs countless hours with the students making invaluable connections with them through classes and special programs. The PRO program a BAES is funded through Upshur County School Board Levy money.
- **Wilbert “Webb” Grubb dedication**-As part of the annual celebration during Strawberry Festival week, the police dept held the first annual dedication that focused in 2017 on honoring Wilbert “Webb” Grubb, the only Buckhannon police officer to lose his life in the line of duty. The dedication was held at the Buckhannon Public Safety Complex.
- **BPD Youth Academy**-In 2017, the police department held its third Youth Police Academy. This day camp event is held for one week in the summers for middle school and high school aged students. Each year, students get to do a variety of hands on activities as they learn about law enforcement. Many guest speakers, including: representatives from the WV State Police crime lab, the FBI center, the ABCA with the DUI simulator, the Upshur E911 Center, Buckhannon Fire Dpt, Upshur Co EMS and the American Legion all gave students a unique perspective into law enforcement and public safety.

Correspondence:

- **Letter to UCDA re: UC Innovation & Knowledge Business Center-Design Review**

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TTD: 304.427.9550
Fax: 304.472.9344

February 2, 2018

Mr. Robert Hinton
Upshur County Development Authority
30 East Main Street
Buckhannon, WV 26201

RE: UPSHUR COUNTY INNOVATION AND KNOWLEDGE BUSINESS CENTER

Dear Mr. Hinton,

The plans for the referenced project have been reviewed with our concerns are listed below. This review procedure does not constitute an approval of the overall design, and does not relieve the owner or Professional of Record from responsibility to comply with all applicable requirements.

CIVIL DESIGN

1. Plans shall indicate the size and location of a trash dumpster. The dumpster shall be located inside an enclosure and positioned on the property to allow adequate access by the City's garbage trucks. (See attached documentation of enclosures and garbage truck dimensions.)
2. The landscape buffer along the West side of Spring Street is to be replaced with concrete sidewalk paving. No landscaping shall be located in the Public Way.
3. Plans shall indicate all landscape design details, including trees and shrubs, as required by City Code.
4. Plans shall include details for all storm water discharge points at the Public Way.
5. Plans shall include an ADA parking stall and loading zone.
6. Sanitary piping shall connect to the existing tap, not to the manhole.
7. A fire service gate valve and a 2" domestic service meter and vault (31"x40"), will be installed by the City immediately inside your property line, along the edge of Spring Street. Plans shall specify the size of fire service tap needed, and the location of backflow prevention devices for each service.
8. Limits of the construction area within the Public Way of Main Street, for the duration of the project, shall maintain a 4'-0" wide (minimum) unobstructed pedestrian way on the existing sidewalk. The Public Way on the Western side of Spring Street may be closed for the duration of the project, however a 24'-0" wide roadway must be maintained on Spring Street to allow for two-way vehicular traffic. Adequate structural protection of the Public Way shall be provided for the duration of the project, and shall be reviewed by the City prior to commencement of the work. Temporary hourly closings of Spring Street for material deliveries and essential construction operations will be permitted on a case-by-case basis.

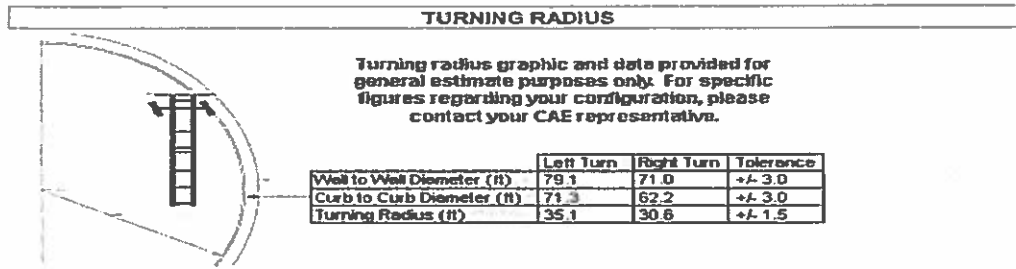
ARCHITECTURAL DESIGN

1. The front stair shall discharge to the exterior of the building.
2. The West façade, and all its openings therein, shall be 1-hour fire rated.
3. Working clearance between the electrical service and the property line appears to not be adequate, depending on the actual dimensions of the service entrance equipment. Please submit accurate information for determining this clearance, and relocate service entrance if necessary.
4. Fire Department (Siamese) connection of the automatic sprinkler system shall be located on the Spring Street façade of the building.
5. A second exit from the 1st floor electrical room is required.
6. Guards, or a permanent fall arrest/restraint anchorage connector system, are required at the roof perimeter.
7. Emergency lighting on the 1st floor is not complete.
8. All handrails in stairs need to have extensions and returns.
9. Many specification sections in the Project Manual are incomplete (unedited) and shall be resubmitted.
10. Please submit plans and specifications for the automatic fire suppression system.
11. Please submit plans and specifications for the fire alarm system.
12. Please submit plans and specifications for the elevator assembly.

You may submit revised plans and specifications at your convenience. Once all items of concern have been addressed, a building permit for the project may be issued.

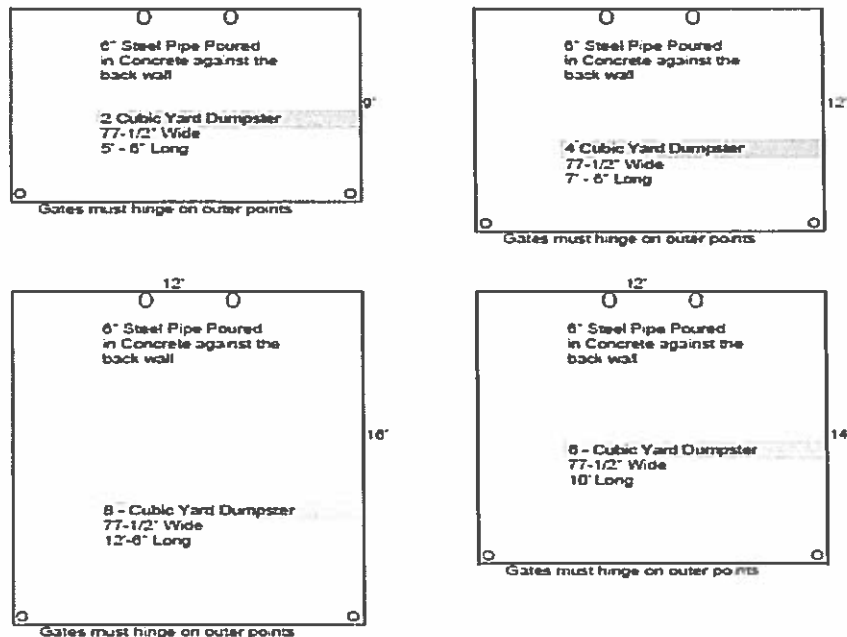
Respectfully,

Jerry Arnold
Director of Public Works



VEHICLE SPECIFICATIONS SUMMARY - TURNING RADIUS	
Model	114SD
Cab Size (829)	114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB
Wheelbase (545)	6100MM (240 INCH) WHEELBASE
Front Tires (093)	MICHELIN XZU-S2 315/80R22.5 20 PLY RADIAL FRONT TIRES
Width (in)	12.5
Front Axle (400)	DETROIT DA-F-20.0-5 20,000# FL 1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE
Kingpin Intersection (in)	71
Bumper (556)	16.5 INCH PAINTED STEEL STRAIGHT BUMPER
Width (in)	95.8
Bumper Miter to Front Axle (in)	77.492
Primary Steering Location (003)	LH PRIMARY STEERING LOCATION
Steering Gear (536)	TRW THIP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR
Dual Steering Gear	RCH45
Ram	NONE
Rear Axle (420)	RT-46-100 40,000# R-SERIES TANDEM REAR AXLE
Axle Spacing (624)	52 INCH AXLE SPACING

City of Buckhannon
Dumpster Pad Sizes
9/20/2013



Dumpster Enclosure Materials that must be used

- Wooden Privacy Fence
- Chain Link Fence With Privacy panels
- Concrete or Masonry With Privacy Gates

All dumpster pads must have a drain that empty into the sanitary sewer. Contact the City of Buckhannon Sewer Department for sanitary sewer tap information. 2 yd – 12 cans/ 4 yd – 24 cans/ 6 yd- 40 cans/ 8 yd – 50 cans

• **Letter of Intent to WV Division of Culture re: Colonial Theatre Project Grant Application fy 2018**

January 31, 2018

West Virginia Division of Culture & History
The Culture Center
1900 Kanawha Blvd. East
Charleston, WV 25305-0300

Attention: Ms. Deborah R. Haught, Cultural Facilities & Accessibility Coordinator
& Peer Assistance Network Coordinator

RE: Colonial Theatre Project – Buckhannon, WV – Grant Application FY2018
Cultural Facilities & Capitol Resources Program

Dear Ms. Haught:

Please accept this letter as the City of Buckhannon's Expression of Intent to submit a grant application for fiscal year 2018 Cultural Facilities & Capitol Resources program. Funding is critical to the ongoing rehabilitation of our historic Colonial Theatre located on Main Street in the heart of our downtown. Our City Council unanimously

resolved in late 2016 to acquire the theatre here in hope of continuing to transform our downtown while realizing valuable space for our residents to come together to participate in and enjoy the arts.

Buckhannon was successful last year with its first phase request with the Cultural Facilities and Capitol Resources Program, and the \$102,000 in funding has permitted us to make substantial improvements to our facility. We continue to partner with several local arts organizations in our community. As was represented last year, this project will be a multi-year effort with the costs estimated by our architect to exceed \$400,000. For the current grant cycle, we again anticipate a Level 3 request of between \$70,000 and \$100,000. Presently, our City cannot demonstrate a three-year history of funding by the WVCA, and I hereby respectfully request a waiver from this requirement.

We greatly appreciate this grant opportunity, and continue to be eager to work with your team to bring the Colonial Theatre back into service for our community and region. If you require any further information, please contact me at City Hall at (304) 472-1651.

Very truly yours,

David W. McCauley, Mayor

cc: Members of City Council
Amby Jenkins, City's Director of Finance & Administration
Jerry Arnold, City's Director of Public Works
Bryson VanNostrand, City Architect
Members of City's Consolidated Public Works Board

- Notice Special City Council Working Session-Budget FY 2018-19 on 02/19/18 at 6pm
- Notice Special City Council Working Session-Budget FY 2018-19 & Review of Fire Chief Applications on 02/27/18 at 6pm
- Certification of Candidacies

Certification of candidacies
City of Buckhannon
Buckhannon, WV

I, Amberle Jenkins, Assistant Recorder of the City of Buckhannon, Buckhannon, WV, do hereby certify that the following candidates have filed.

.....

For the office of City Council Member – 4 year term. Vote for not more than two.

Candidate Name:	Candidate Name to be printed on the Ballot:	Residence:	PoliticalParty Non-Partisan
Brent Ray Hyre	Brent Hyre	8 Franklin Place	
Robert Lynn Osburn	Robert L Osburn	1 Terrace Dr	
Steve M Bodnar	Mike Bodnar	41 N Florida St	
Mary Lou Albaugh	Mary L Albaugh	47 Boggess St	
John David Thomas	J David Thomas	29 Arnold Ave	

.....

For the office of City Recorder– 4 year term. Vote for not more than one.

Candidate Name:	Candidate Name to be printed on the Ballot:	Residence:	PoliticalParty Non-Partisan
Colin Stephen Reger	Colin Reger	55 Boggess St	
Eric Garner Waggoner	Eric Waggoner	12 Latham St	

Given under my hand and official seal this 12th day of February, 2018.

Amberle Jenkins, Assistant Recorder
City of Buckhannon

Consent Agenda:

- Approval of Minutes-Regular meeting 02/01/18 & Special meeting 02/06/18
- Approval of Building and Wiring Permits

Permit Number	Submitted By and Location	Contractor	Description of Work to be Performed	Building Value	Electrical Code	Total Electrical Fees Paid	Total Building Fees Paid	Zoning	Asbestos	Flood Zone	Elev. Certificate	Non Conversion Use
73890	AG Trusler 79 S Florida St	Mt State Contracting	Vinyl Soffit on Front Porch	\$2,000.00			\$22.00					
73891	Catherine Cuppari 72 E Main St	Michael Shaffer	Electrical Upgrade	\$1,000.00	A	\$100.00						
73892	Cheryl Lanasa 89 S Kanawha St	Spotloe Contruction	Third Floor Bathroom Remodel & Refinish Hardwood Floors	\$30,000.00	B2	\$100.00	\$270.00					
73893	Travis Foster CrossFit Warehouse Gym 6 Traders Alley	Taylor Heating/Plumbing	Install two HVAC Units	\$1,500.00	A	\$100.00	\$15.00					
73894	B&L Friendly Kitchen 25 N Kanawha St	Self	Signage 3'x4' Double Faced & Temp Marquee Sign	\$800.00			\$15.00	X				
73895	Steve Holmes 173 W Victoria St	Stephen R Corder	Replacement Existing Concrete Driveway	\$7,500.00			\$82.50					
73896	Chuck Marks 5 Myrna St	Crites Electrical Inc	Replacement Electrical Mast	\$500.00	B2	\$100.00						
73897	Chris Wendling 220 Randolph St	United DirtWorks	Driveway-Gravel	\$1,000.00			\$11.00	X				
TOTAL				\$44,300.00		\$400.00	\$415.50					

• Approval of Payment of the Bills

02-15-2018 12:01 AM

DISBURSEMENTS 02-02-18 TO 02-15-18

PAGE: 1

FUND: GENERAL FUND

DEPARTMENT	VEIDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	XEROX CORPORATION	409-341-00	MAYOR'S SUPPLIES & M	12-21-18 TO 1-21-18 METER	110.76
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	CC FEES JAN 2018	637.29
	BCN TELECOM INC	409-211-00	MAYOR'S TELEPHONE	472-6149 & 1651	12.13
	DELUX BUSINESS FORMS	409-341-00	MAYOR'S SUPPLIES & M	PCARD-OP CKS	319.23
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-1094 FORMS	7.25
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	45.55
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	10.66
	MOUNTAIN STATE VIDEO IMAGING	409-341-00	MAYOR'S SUPPLIES & M	COPIES JAN 2018 CC MEETING	30.00
	**PAYROLL EXPENSES			2/02/2018 - 2/15/2018	740.51
				TOTAL:	1,933.38
	COUNCIL	BUCKHAMON UTIL BOARDS	410-450-01	THEATRE BUILDING	MISC WASTE THEATRE
BRICK STREET MUTUAL		410-226-00	COUNCIL INSURANCE (P	WCB1005474 1-2-18 TO 2-1-1	0.00
HSES CONSULTANTS INC.		410-450-01	THEATRE BUILDING	AIR CLEARANCE - THEATRE	900.00
INTERNAL REVENUE SERVICE		410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	3.77
		410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	0.88
**PAYROLL EXPENSES				2/02/2018 - 2/15/2018	60.00
			TOTAL:	1,111.32	
RECORDER	BRICK STREET MUTUAL	411-226-00	INSURANCE/COMPENSATI	WCB1005474 1-2-18 TO 2-1-1	0.00
				TOTAL:	0.00
TREASURER	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	13.56
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	3.17
	**PAYROLL EXPENSES			2/02/2018 - 2/15/2018	218.78
			TOTAL:	235.51	
COURT	BRICK STREET MUTUAL	416-226-00	POLICE JUDGE INS BON	WCB1005474 1-2-18 TO 2-1-1	0.45
				TOTAL:	0.45
CITY ATTORNEY	BRICK STREET MUTUAL	417-226-00	CITY ATTORNEY INS UN	WCB1005474 1-2-18 TO 2-1-1	0.23
				TOTAL:	0.23
CITY ENGINEER	BRICK STREET MUTUAL	420-226-00	CITY ENGINEER INS &	WCB1005474 1-2-18 TO 2-1-1	0.00
				TOTAL:	0.00
ZONING	BRICK STREET MUTUAL	437-226-00	ZONING INSURANCE & B	WCB1005474 1-2-18 TO 2-1-1	60.68
	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	CODE ENFORCEMENT MILEAGE J	120.99
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	83.46
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	19.52
	**PAYROLL EXPENSES			2/02/2018 - 2/15/2018	1,346.15
			TOTAL:	1,630.80	
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-230-00	DATA PROCESSING	COMPUTER FOR CALLIE	390.47
		439-230-00	DATA PROCESSING	FEB MONTHLY MAINTENANCE	212.50
		439-230-00	DATA PROCESSING	SERVER/NETWORKING	89.37

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	SUDENLINK	439-230-00	DATA PROCESSING	FEBRUARY 2018 INTERNET TOTAL:	31.23 731.57
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110088782062 70 E MAIN ST	1,177.67
	UNIFIRST CORP.	440-216-00	BRICK STREET MUTUAL	CITY HALL MAINTENAN	235.68
	BRICK STREET MUTUAL	440-226-00	MOUNTAINEER GAS COMPANY	CITY HALL INSURANCE	59.70
	MOUNTAINEER GAS COMPANY	440-213-00	DODSON BROS EXTERMINATING CO	CITY HALL UTILITIES	279.16
	DODSON BROS EXTERMINATING CO	440-216-00	DOLLAR GENERAL CORPORATION	CITY HALL MAINTENAN	29.00
	DOLLAR GENERAL CORPORATION	440-341-00	WALMART STORES INC -BUCKHAMN	CITY HALL SUPPLIES	40.45
	WALMART STORES INC -BUCKHAMN	440-341-00	INTERNAL REVENUE SERVICE	CITY HALL SUPPLIES	154.98
	INTERNAL REVENUE SERVICE	440-104-00	COMFORTECH LLC	CITY HALL FICA	68.43
	COMFORTECH LLC	440-104-00	**PATROLL EXPENSES	CITY HALL MAINTENAN	16.00
	**PATROLL EXPENSES	440-116-00		ANNUAL MAINTENANCE	964.75
				2/02/2018 - 2/15/2018	1,110.40
				TOTAL:	4,144.92
POLICE	RECORD-DELTA NEWSPAPER	700-341-00	POLICE DEPT. MAT & S	POLICE OFFICER AD	499.00
	LYKINS OIL COMPANY	700-341-00	POLICE DEPT. MAT & S	POLICE OFFICER AD	80.00
	BRICK STREET MUTUAL	700-343-00	POLICE DEPT. AUTO SUP	POLICE DEPT JAN 2018 FUEL	1,566.20
	COMDOC LEASING	700-326-00	POLICE DEPT. INSURAN	WCB1005474 1-2-18 TO 2-1-1	1,174.21
	GALLS LLC	700-345-00	POLICE DEPT. MAT & S	POLICE DEPT COPIER LEASE	219.42
	INTER MOUNTAIN	700-459-00	POLICE DEPT. UNIFORM	BATES SHOES	89.91
	LOWES BUSINESS ACCOUNTS	700-343-00	POLICE DEPT. MAT & S	POLICE CIVIL SERV AD POLIC	1,012.00
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. NEW EQU	REFRIGERATOR	455.08
	BUCKHAMNON POSTMASTER	700-341-00	POLICE DEPT. MAT & S	PCARD - SHIP EVIDENCE	59.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	POLICE DEPT COPIER LEASE	141.00
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	FEB 2018 POLICE CRUISER LE	6,219.86
	CHIEF SUPPLY / LAW ENFORCEME	700-341-00	POLICE DEPT. MAT & S	BATTERY STICK	50.47
	BCN TELECOM INC	700-211-00	POLICE DEPT. TELEPHO	472-5723	6.07
	ST JOSEPH HOSPITAL OF BUCKNA	700-341-00	POLICE DEPT. MAT & S	LAB TEST MARK STEWART	50.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,183.95
	PTB SOLUTIONS, INC	700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	276.80
	STAPLED BUSINESS ADVANTAGE	700-459-00	POLICE DEPT. NEW EQU	EVIDENCE MODULE	4,440.00
	FRONTIER	700-341-00	POLICE DEPT. MAT & S	COPY PAPER	548.50
	**PATROLL EXPENSES	700-211-00	POLICE DEPT. TELEPHO	304-473-7911-073014-4 POL	69.52
				3/02/2018 - 3/15/2018	19,442.21
				TOTAL:	37,599.59
FIRE	RECORD-DELTA NEWSPAPER	706-341-00	FIRE DEPT. MATERIAL	FIRE CHIEF AD	170.00
	LYKINS OIL COMPANY	706-341-00	FIRE DEPT. MATERIAL	FIRE CHIEF AD	116.71
	BRICK STREET MUTUAL	706-343-00	FIRE DEPT. INSURANCE	WCB1005474 1-2-18 TO 2-3-1	458.50
	COMDOC LEASING	706-343-00	FIRE DEPT. AUTO SUPP	ANTI-FREEZE FOR E1	803.54
	DODSON BROS EXTERMINATING CO	706-216-00	FIRE DEPT. MAINTENAN	MONTHLY INSPECTION	25.89
	SUTPHEN CORPORATION	706-343-00	FIRE DEPT. AUTO SUPP	LOW COOLANT SENSOR	40.00
	BCN TELECOM INC	706-211-00	FIRE DEPT. TELEPHONE	2868	72.36
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	12.13
				FIRE DEPT. FICA TAX	734.32
				MEDICARE WITHHELD & MATCHE	171.74

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PATROLL EXPENSES			3/02/2018 - 2/15/2018	11,843.90
				TOTAL:	14,449.14
STREET	BUCKHAMNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	MISC WASTE STREET DEPT	84.05
	MON POWER	750-213-00	STREET DEPT. UTILIT	110084762464 20 FACTORY ST	176.01
	WV DEPT OF HIGHWAYS	750-213-00	STREET DEPT. UTILIT	11008476216 GARAGE	17.34
	LYKINS OIL COMPANY	750-223-00	STREET DEPT. UTILIT	110084762755 17 1/2 FACTO	183.12
	FISHER AUTO PARTS INC	750-343-00	STREET DEPT. MAT & S	2017 WVDON BTRD SPECS	35.00
	UNIFIRST CORP.	750-345-00	STREET DEPT. AUTO SU	STREET DEPT JAN 18 FUEL DI	1,760.75
	COLE TRUCK PARTS INC	750-343-00	STREET DEPT. AUTO SU	BRKRS, WIPER BLADES,	50.41
	SOUTHERN STATES COOP INC	750-345-00	STREET DEPT. UNIFORM	ALL DEPT JAN 2018 UNIFORMS	352.52
	WV PARKING	750-343-00	STREET DEPT. AUTO SU	Headlight for 2-10	6.34
	BRICK STREET MUTUAL	750-226-00	STREET DEPT. MAT & S	LP Gas Refill	29.46
	MOUNTAINEER GAS COMPANY	750-213-00	STREET DEPT. INSURAN	WCB1005474 1-2-18 TO 2-1-1	23.00
	CH INDUSTRIAL CAPITAL AMERI	750-213-00	STREET DEPT. UTILIT	269254-314209 4 FACTORY ST	1,310.41
	LOWES BUSINESS ACCOUNTS	750-459-00	STREET DEPT. UTILIT	269255-492864 6 FACTORY ST	117.89
	BRICKS-R-US	750-458-03	STREET DEPT. MAT & S	26-2"x4"x12' lumber	939.54
	CHAPMAN RADIANT LLC	750-341-00	STREET DEPT. MAT & S	EXHAUST MOTOR FOR SHOP HEA	192.00
	BCN TELSCOM INC	750-211-00	STREET DEPT. TELEPHO	473 5755 & 1038	13.13
	WALMART STORES INC -BUCKHAMN	750-341-00	STREET DEPT. MAT & S	SHOP AND OFFICE SUPPLIE	196.70
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	784.74
	**PATROLL EXPENSES	750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	183.53
				3/02/2018 - 2/15/2018	12,748.99
				TOTAL:	29,412.67
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 000 MAIN ST	5,604.98
		751-213-00	STREET LIGHTS	110088782484 E. MAIN ST	146.89
				TOTAL:	5,749.87
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 905 439 RT. 119	34.04
				TOTAL:	34.04
SNOW REMOVAL	TRACTOR SUPPLY CREDIT PLAN	753-341-00	SNOW REMOVAL	PCARD - BOLTS	6.79
	AMARON.COM	753-341-00	SNOW REMOVAL	PCARD - BEARINGS	54.66
	FASSTAL INDUSTRIAL	753-341-00	SNOW REMOVAL	BEARINGS	45.48
				TOTAL:	106.93
PARK 40% TO CPWD	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARR-30% HOT/HOT PD	JANUARY 2018 HOTEL-MOTEL T	2,661.71
				TOTAL:	2,661.71
CVB 60% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	HOTEL-MOTEL TK JAN 2018	6,210.84
				TOTAL:	6,210.84
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110084592119 SVC	816.94
	LYKINS OIL COMPANY	907-213-00	UTILITIES	110084767208 79 E MAIN ST	6.72
	UNIFIRST CORP.	907-216-00	MAINTENANCE	SVC JAN 2018 FUEL BILL	123.20
	LEAF	907-341-01	MAINTENANCE	ALL DEPT JAN 2018 UNIFORMS	105.08
	BRICK STREET MUTUAL	907-226-00	OPERATING EXPENSES	COPIER LEASE	168.54
				INSURANCE & BONDS	115.58

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	CARTER, LARRY	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTOR	171.00
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383935-483167 70 E MAIN ST	0.00
	LOWES BUSINESS ACCOUNTS	907-216-00	MAINTENANCE	EMERGENCY LIGHTS	287.44
	DODSON BROS EXTERMINATING CO	907-216-00	MAINTENANCE	POLICE DEPT MONTHLY INSPCT	45.00
	STATSON WEST	907-356-00	YOUTH BASKETBALL	SVC BASKETBALL REF 5 GAMES	100.00
	HAVEN ROCK NETWORKS INC	907-341-00	MATERIALS & SUPPLIES	SERVER/NETWORKING	85.00
	CARVEBALL'S	907-356-00	YOUTH BASKETBALL	PCRD-JERSEYS	48.00
		907-356-00	YOUTH BASKETBALL	PCARD - CHEER SHIRTS	270.00
		907-356-00	YOUTH BASKETBALL	PCARD - TSHRTS SHIPPING	32.00
		907-356-00	YOUTH BASKETBALL	PCARD - TSHRTS ORDER	656.00
		907-356-00	YOUTH BASKETBALL	PCARD - HS BOYS ORDER	344.00
		907-356-00	YOUTH BASKETBALL	PCARD - SCREEN PRINTS	408.00
		907-356-00	YOUTH BASKETBALL	PCARD - HS GIRLS ORDER	105.08
		907-356-00	YOUTH BASKETBALL	PCRD-GIRLS FLAME SHIRTS	122.00
	WALMART STORES INC -BUCKHAMN	907-356-00	YOUTH BASKETBALL	CONCESSIONS	175.38
		907-356-00	YOUTH BASKETBALL	CONCESSIONS BASKETBA	115.52
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	54.75
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	161.42
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	39.50
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	151.14
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	96.46
		907-356-00	YOUTH BASKETBALL	BASKETBALL CONCESSIO	91.10
	SAN'S PIZZA	907-356-00	YOUTH BASKETBALL	CONCESSIONS	37.00
		907-356-00	YOUTH BASKETBALL	CONCESSIONS	49.00
		907-356-00	YOUTH BASKETBALL	CONCESSIONS	25.00
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	389.74
	STINGO, KEVIN	907-363-00	FICA TAX	MEDICARE WITHHELD & MATCHE	91.15
	LAMB CLUB	907-361-00	KARATE CLASS INSTRUC	Karate Instructor	57.00
	COMFORTECH LLC	907-216-00	AFTER SCHOOL SUPPLIE	PCRD-AFT SCHL WALK/TALKIE	69.98
	**PATROLL EXPENSES	907-216-00	MAINTENANCE	HEAT REPAIRS	47.00
				3/02/2018 - 2/15/2018	6,289.67
				TOTAL:	12,323.07
CONVENTION CENTER	USDA, RURAL DEVELOPMENT	910-457-00	CONFERENCE CENTER PA	FEB 2018 CONF CRITER PYMT	3,351.00
				TOTAL:	3,351.00
SAFETY COMPLEX POLICE	MON POWER	976-213-00	SAFETY COMPLEX UTILI	110088783078 22 S FLORIDA	1,502.12
	UNIFIRST CORP.	976-216-00	SAFETY COMPLEX MAINT	POLICE DEPT JAN 2018 RUGS	111.00
	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	0.00
	CRITES ELECTRICAL SUPPLY INC	976-216-00	SAFETY COMPLEX MAINT	LIGHTBULB	24.96
				TOTAL:	1,638.08

Motion Rylands/Albaugh to approve the Consent Agenda as submitted. Motion carried.

Strategic Issues for discussion and/or vote:

F1 - Appointment of Susan McKisic, RN, BSN as Health Officer and to serve on Housing Enforcement Board:

Motion Thomas/Skinner to appoint Susan McKisic as Health Officer. Motion carried.

F5 – One Beacon Insurance renewal application: This is information only. An inventory of vehicles, equipment and employee driver's license and property is conducted each year to submit to insurance company to ensure a property quote is given and no major changes have been made.

Comments and Announcements:

- **Albaugh-** Mrs. Albaugh reported that the CVB has drafted a tentative job description for an employee to work weekends at the CVB office. The office is usually closed on weekends and visitors to the area during that time cannot access information.
- **Rylands-** Reported that the Acting Fire Chief-Kimble is promoting a Heart Safe Community and would like to see defibrillator's installed in coded lock boxes for community use. The cost of these is about \$1200 each. Two members of Create Buckhannon have made \$600 challenges. One of the challenges has been met. The fire department is looking into certifying more trainers.
- **Skinner –** Reported that Upshur County Day will be held Feb 28th in Charleston. The City of Buckhannon and Upshur County are both participating.
- **Thomas –** Wanted to echo the opening statement made by Mayor McCauley. It seems that there is a culture that is desensitized to violence.
- **Mayor McCauley-** Reminded everyone that Fire Chief applications are due in the office by February 24th. He reported that Stockert Youth Center Board will begin meeting every month again. Mayor McCauley read the following statement and challenge.

CITY OF BUCKHANNON – MAYOR'S STATEMENT ON STOCKERT YOUTH CENTER February 5, 2018

As we continue our efforts to raise the necessary funds to realize construction of our new auditorium (def. a large building or hall used for public gatherings, typically speeches or stage performances), and no-it's not a gymnasium (def. a room or building equipped for gymnastics, games, and other physical exercise) but it could be an "arena" (def. a level area surrounded by seats for spectators, in which sports, entertainments, and other public events are held) - a number of items come to our forefront.

First, we do not yet have a well-defined plan for this facility. We need to establish community-wide ownership in this multi-use space that will bring in many constituencies that will embrace the funding, use, operation, and future maintenance of this facility. Some of those other constituencies include our senior community, i.e., we are one of a handful of certified, retirement communities in all of West Virginia; arts & entertainment, e.g., Festival Friday inclement weather venues, or expanded weekend arts & activities, development of holistic programs for our youth participants such as music, theatre, dance, vocational programs, concerts, battles of the bands, etc.; adult leagues, e.g., men's and women's basketball, volleyball, yoga, etc.; car shows, convention space rental, etc. The more people who sense ownership in this facility, the more use it will be put to, and the broader the support for its success. We can establish this broad base of support by conducting a series of very public meetings inviting the many constituencies to participate and be involved.

Second, we do not tell our SYC story very well. We need to get our information out as to the needs we fulfill. We need regular and synchronized social media, videos, story-telling, etc. Next year will mark 25 years of SYC, let's tell a quarter century's worth of successful stories. The parents of many of our current kids were once participants at SYC. Let's plan a year-long celebration in 2019 that will double for fundraising opportunities. Our new information coordinator and grant writer, Callie Cronin-Sams will be a huge help to this effort.

Third, while we are \$25,000 better off with our capital campaign than we were this time in December, we are still a quarter of a million dollars from where we need to get to build the new facility. We need to raise \$25,000 every month for a year to secure enough funding to construct the new multi-use space. With the Tim Critchfield pledge, we have reached the \$175,000 amount in funding for construction, but with more space comes more cost, utilities, insurance, staffing. We need to plan for things after we have the

new facility. Let's get this thing built sooner than later, but let's be sure we know more precisely what uses it will be put toward after we have it, and let's also be sure we have a sound financial plan to sustain its operation. We can do this together-

CITY OF BUCKHANNON – MAYOR'S FITNESS CHALLENGE February 13, 2018

Mayor McCauley's put on a good number of pounds during his nearly two years as mayor. In fact, he's packed on about a pound a month. It's time for him to get back in shape. As an incentive to trim the fat, something some office holders aren't always adept at doing- the ole guy looks to improve his waistline while parlaying his impending return to physical fitness into funding for our community's long-planned Stockert Youth Center auditorium/gymnasium.

This Friday, February 16, at 9:00 a.m. at City Hall, the mayor will literally weigh in. On Friday morning, June 29, the day of his 60th birthday, McCauley will weigh in again. He's also going to do some other physically fit things, and here's how you can help.

You can pledge a penny, a dime, or a dollar as follows:

- 1) During the 24 hour cycle of June 29, pledge a penny for every step the mayor amasses on his fitbit;
- 2) For every situp the mayor does on Friday afternoon, June 29, pledge a dime;
- 3) For every pound to be lost between February 16 and June 29, pledge a dollar.

All Proceeds will go directly to the capital campaign fund to construct our new auditorium/gymnasium at Stockert Youth Center! To make your pledge, contact City Hall at (304) 472-1651. Here's to improved physical fitness for everyone, while we edge closer to building that new auditorium/gymnasium!

FOR IMMEDIATE RELEASE



February 16, 2018

BUCKHANNON, WV:

Mike Cozad of Dominion Energy joined Mayor Dave McCauley at City Hall Friday morning to weigh-in and kick-off the Mayor's Fitness Challenge for Stockert Youth Center. Between now and June 29th, marking his 60th birthday, the Mayor will take part in a healthy lifestyle routine in hopes of increasing physical fitness and losing some pounds while raising funds for the Stockert Youth Center expansion project.

To participate, you can pledge a penny, a dime, or a dollar as follows:

- 1) During the 24-hour cycle of June 29, pledge a penny for every step the mayor amasses on his Fitbit;
- 2) For every sit-up the mayor does on Friday afternoon, June 29, pledge a dime;
- 3) For every pound to be lost between February 16 and June 29, pledge a dollar.

Or, start a fitness challenge of your own and recruit others to pledge donations to the Stockert Youth Center for your accomplishments. Mike Cozad of Dominion decided to do just that and has pledged \$5 for every pound he loses, plus \$10 for every additional pound that the Mayor loses.

What will your pledge or fitness challenge be? We want to hear from you! To join the campaign, stop by Stockert Youth Center or Buckhannon City Hall and make your monetary or fitness pledge. Let's get healthy for American Heart Health Month while raising money for Stockert Youth Center!

For questions, contact Callie Cronin Sams, callie.csams@buckhannonwv.org.

MAYOR'S FITNESS CHALLENGE

WHEN:
FEBRUARY 16, 2018-
JUNE 29, 2018

WHERE:

THIS FRIDAY, FEBRUARY 16, AT 9:00 A.M. AT CITY HALL, THE MAYOR WILL LITERALLY WEIGH IN. ON FRIDAY MORNING, JUNE 29, THE DAY OF HIS 60TH BIRTHDAY, MCCAULEY WILL WEIGH IN AGAIN. HE'S ALSO GOING TO DO SOME OTHER PHYSICALLY FIT THINGS, AND HERE'S HOW YOU CAN HELP.



LINKS TO DONATE:

[HTTPS://WWW.GOFUNDME.COM/STOCKERT-YOUTH-CENTER-GYMNASIUM](https://www.gofundme.com/stockert-youth-center-gymnasium)

[HTTP://RICKMANNONWU.ORG/ABOUT.THE.CITY/DONATE.](http://rickmannonwu.org/about-the-city/donate)

YOU CAN PLEDGE A PENNY, DIME, OR DOLLAR AS FOLLOWS:

1. During the 24-hour cycle of June 29, pledge a penny for every step the mayor amasses on his Fitbit;

2. For every sit-up, the mayor does on Friday afternoon, June 29, pledge a dime;

3. For every pound to be lost between February 16 and June 29, pledge a dollar.

BENEFIT:

*All proceeds will go directly to the capital campaign fund to construct our new auditorium/gymnasium at Stockert Youth Center! To make your pledge, contact City Hall at [\(304\) 472-1651](tel:3044721651).

There being no further business to be conducted the meeting was adjourned at 8:50 pm.

Mayor David McCauley _____

Assistant Recorder Amberle Jenkins _____

