

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

A regular meeting of the Buckhannon City Council was held on Thursday, August 20, 2020 at 7:00pm in City Hall. The following were in attendance:

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Mary Albaugh	Present
Council Member	Pam Bucklew	Present
Council Member	Jack Reger	Present
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
BFD	Chief Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Present
Grants & Information Coordinator	Callie Cronin Sams	Present – by phone
The Record Delta Newspaper	Kari Conaway	Present
Channel 3	Dustin Haney	Present
Channel 3	Rodney Irvin	Present
Channel 3	Dennis Cortes	Present
The Intermountain Newspaper	Amanda Hayes	Present
MyBuckhannon.com	Katie Kuba	Present

Guests: Jay Hollen, COB Engineer; Rhett Dusenbury representing Congressman Mooney; Robert Hinton, UCDA; Melissa Daugherty – by phone.

***City Council of Buckhannon – 7:00 pm in Council Chambers  
Meeting Agenda for Thursday, August 20, 2020***

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Channel 3 is Live Streaming our City Council Meetings here: <https://www.facebook.com/ch3buckhannon/>

Please send public comments to [buckhannon@buckhannonwv.org](mailto:buckhannon@buckhannonwv.org) via email or drop them in the mail, or dropbox behind City Hall.

**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**

- B.1 Robert Hinton- UCDA Executive Director

**C. Department & Board Reports**

- C.1 Information Coordinator/Grant Researcher- Callie Cronin Sams
- C.2 Public Works Director- Jerry Arnold
- C.3 Finance Director- Amberle Jenkins
- C.4 Police Chief-Matthew Gregory
- C.5 City Attorney- Tom O'Neill

**D. Correspondence & Information**

- D.1 City of Buckhannon Covid-19 Response Survey -Link <https://www.surveymonkey.com/r/COVIDpandemic>
- D.2 CityPR: WVDOH and A&O Railroad Crossing Improvement & Paving Project-Route 20 to be Closed Aug 22<sup>nd</sup> -24<sup>th</sup>
- D.3 CityPR: Crossroads Recycling Center to Close Due to Misuse; Residents to Utilize Curbside Collection or Mudlick Center
- D.4 SYCC Accepting Applications for Part-Time Program Assistants for the **After-School** Program
- D.5 Water Department Accepting Applications for Full-Time Water Plant Operator

**E. Consent Agenda**

- E.1 Approval of Minutes-Regular Meeting 08/06/2020
- 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 Approval Ordinance No. 446 State Building Code Update Adoption-2<sup>nd</sup> Reading/Final
- F.2 Discussion Committee Review of Personnel Policies
- F.3 Approval to Accept Police Civil Service Commission List of Eligibles
- F.4 Approval COB Board Appointments & Committees FY 2020/2021
- F.5 Approval Resolution No. 2020-09-Support for Construction Phase Binky Poundstone Riverwalk Extension #4
- F.6 Approval to Accept Quote from Watch Guard for Police Department HD WiFi In Car & Body Camera Systems
- F.7 Approval Financing for Concrete Mixer and Silo
- F.8 Discussion/Possible Vote City Hall Roof
- F.9 Discussion/Possible Vote Access Road to UCDA Property at Brushy Fork Area

**G. Comments and Announcements**

- G.1 Mary Albaugh
- G.2 Pamela Bucklew
- G.3 C J Rylands
- G.4 David Thomas
- G.5 Jack Reger
- G.6 Randall Sanders

**H. Mayor's Comments and Announcements**

**I. Executive Session –Personnel Matters Per WV Code § 6-9A-4**

**J. Adjournment**

Posted 08/17/2020

Revised 08/18/2020

Next Regular Scheduled City Council Meeting Thursday, September 3, 2020

**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**

The Mayor called the meeting to order.

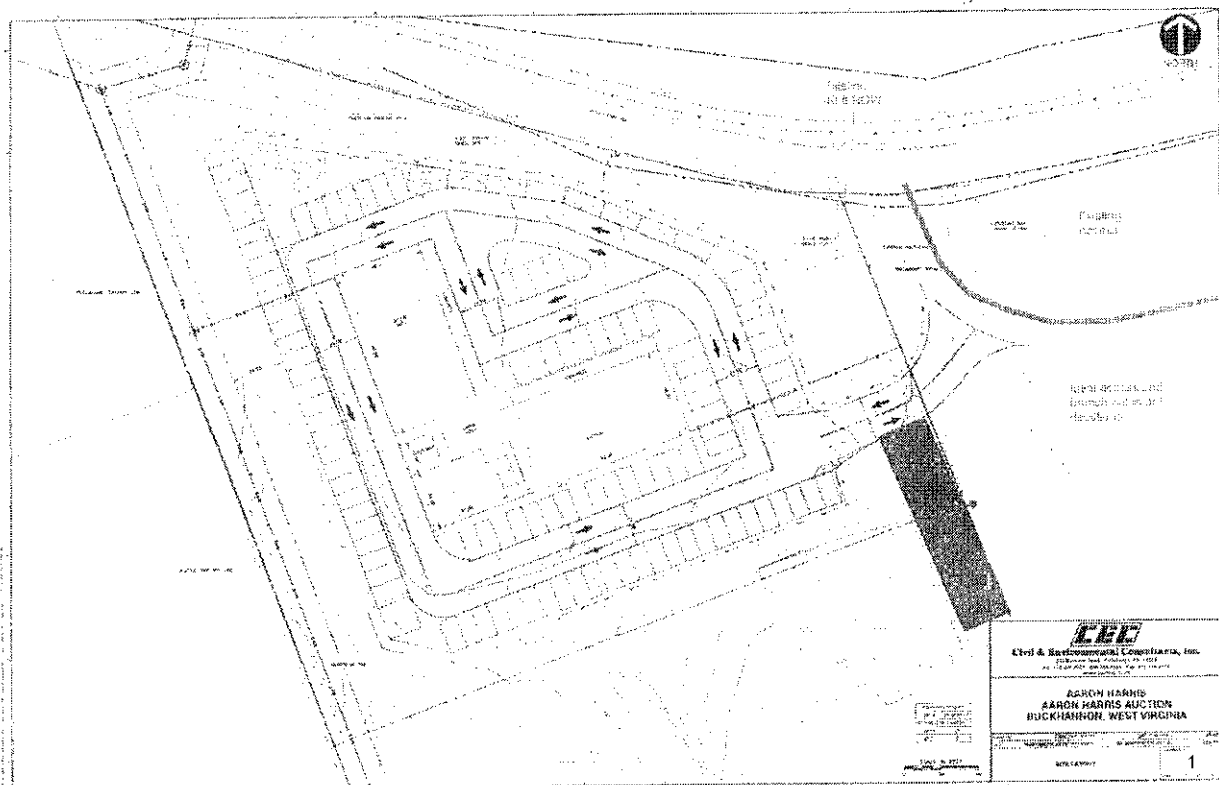
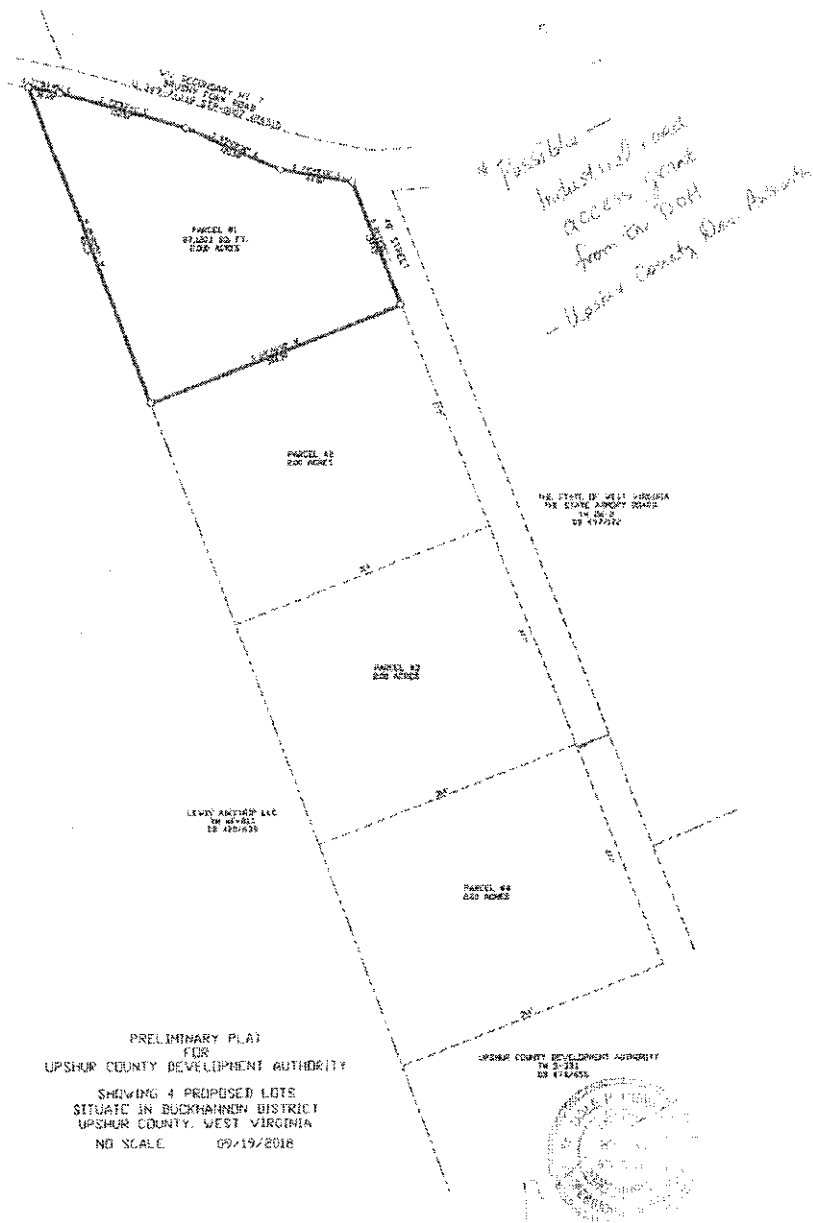
**A.1 Moment of Silence** – Mayor Skinner asked us to join him in a Moment of Silence.

**A.2 Pledge to the Flag of the United States of America** - The Pledge to the Flag of the United States of America was led by Rhett Dusenbury.

**A.3 Mayor's Greetings** – The Mayor welcomed all who were attending in person and by phone.

**B. Recognized Guests -**

**B.1 Robert Hinton- UCDA Executive Director** – Mr. Hinton was recognized to discuss the property on the Brushy Fork Road where the Event Center and Armory are located, and the Aaron Harris development is taking place. Mr. Hinton reported that they have worked with the National Guard to get an easement for the entrance to the properties. He is here tonight to see if the UCDA and the City can partner with the intent get an Industrial Access Road Fund Grant. The requirement for the grant is that the access road is to an industrial property. The goal is to acquire a grant for material and have the City of Buckhannon build the road. What is currently needed is an authorization for the City to provide certain prep work so that the grant application can be prepared. This will include surveys and engineering reports. The City will review the grant received and the full project prior to committing to building the access road. The Mayor used the Chair's Prerogative to bring Item F.9 Discussion/Possible Vote Access Road to UCDA Property at Brushy Fork Area to the table.



**Motion to support, in principle, the proposal to build an access road adjacent to The Event Center of Brushy Fork and to authorize the UCDA and the City to begin the prep work necessary for the Grant Application to be submitted by the UCDA was made by Albaugh/Sanders. Motion carried.**

**Rhett Dusenbury representing Congressman Mooney** – The Mayor recognized Rhett Dusenbury who brought greetings from US Congressman Alex Mooney. Mr. Dusenbury spoke about the Public Safety Grant workshop that the Congressman had today and thanked the City of Buckhannon for participating. He also reminded us that the Congressman is always ready to support our City in any way that he can.

**Melissa Daugherty** – Ms. Daugherty joined the meeting by phone to discuss Ordinance Number 268 of the City of Buckhannon that addresses the use of skateboards in certain areas of the city limits (commercially zoned districts) that was passed in 1994, and ask for it to be reviewed and possibly amended. Her concern is that the ordinance criminalizes skateboarding and she feels that it is too extreme. She stated that it could deter children from interacting with police officers if they were afraid of having their skateboards seized or be charged with a misdemeanor. A discussion with input by various Council Members, the City Attorney and Chief of Police took place. Chief Gregory stated that he cannot remember the last time that a citation was issued. The Mayor reminded all that we could not act tonight and that an Ordinance could not just be done away with. He did recommend that we review the Ordinance and consider possible amendments. He thanked Ms. Daugherty for bringing the matter to Council's attention.

**C. Department & Board Reports**

**C. 1 Information Coordinator/Grant Researcher- Callie Cronin-Sams** - Callie has been monitoring the email and reported that no questions for Council had come in as of now. Callie then provided the following report:

**Information Coordinator & Grant Researcher Report – Callie Cronin Sams – August 20, 2020 – City Council**

**PR, Website, & Social Media:**

**RIVERFEST (ONLINE): August 17 - 22;** included a Storytime/Kids activity with Gibson Library, Tour of Water Plant, Live Stream with Dixie Green and update on the flower program; roundtable of water conservation groups; live music, all streamed online (no in-person event at Riverwalk this year)

**Preparing for live stream of Riverfest activities and Theatre tour for Chamber of Commerce**

**Continue to operate GoToMeetings, update the website, COVID-19 taskforce meetings**

08/20/2020 1:29 PM		When Connor Kuckuck, son of Tabby and Greg Kuckuck, pictured with his
08/19/2020 11:29 AM		Congratulations, Lieutenant Brian Chidester and Firefighters First Class
08/19/2020 9:22 AM		Reminder: WVDOH and A&O Railroad will be closing Route 20 at
08/18/2020 4:27 PM		The latest COVID-19 update from the Upshur-Buckhannon Health
08/18/2020 10:20 AM		Don't forget that Buckhannon Riverfest is going on (online) all
08/17/2020 10:03 AM		Today is the last day to take our COVID-19 response survey. Please
08/16/2020 12:02 PM		CITY OF BUCKHANNON > Job Alert: Stockert Youth & Community
08/11/2020 9:26 AM		Please give us your feedback on the City's transition to distance
08/10/2020 11:47 AM		Congratulations, Madison Wamsley, 2020 Poundstone Memorial
08/06/2020 6:09 PM		Wow, Buckhannon is well-represented in the list of possible
08/06/2020		The latest COVID-19 update from the

Website Posts

Title

Children's Fest, Truck Fest, and Fall Fest are Canceled for 2020 but Plan to Return in 2021

Buckhannon Firefighters Chidester, Brugnoll, and Smith Earn Promotions of Rank

Job Posting: Water Plant Operator

Job Alert: Stockert Youth & Community Center Hiring Afterschool Program Assistants

Celebrate Riverfest IV Online with Us All Next Week

City Requests Feedback: Survey on Public Access to City Council and City Hall Functions During the Shutdown

Madison Wamsley Receives Poundstone Memorial Scholarship

Crossroads Recycling Center to Close Due to Misuse; Residents Encouraged to Utilize Curbside Collection or Mudlick Dropoff Center

WVDOH and A&O Railroad Crossing Improvement and Paving Project: Route 20 to be Closed Aug. 22 – 24

City Council Channel 3 Broadcast Delay; GoToMeeting Access Available

Josh Trent will present research results on Riverwalk and COVID projects at next week's Consolidated Public Works Board meeting.

Grants:

Working on CARES Act for July,

Buckhannon Volunteer Center financial report, and PATH (5K Routes).

Attended Rep. Mooney's Grant Workshop online today 8/20/20.

LED:

Create Buckhannon

Chicken Dinner

Adding Paper Shred Soon

**C.2 Public Works Director- Jerry Arnold – Mr. Arnold provided Council with the following report:**

**Buckhannon City Council  
Public Works Director Report  
August 20, 2020**

**Director:**

- Concrete mixer and silo are ordered and in stock will be shipped as soon as financing is completed.

**Street:**

- Nothing new to report.

**Sewer:**

- Crew 2- Completed the Zeno St extension. Crew 1- 33 West Northside- Crew has laid pipe to Smitty's Suzuki.
- 33 West Extension Southside-JF Allen Co.- JF Allen started testing 8-17-20. They made a repair between pump station and first manhole.
- Plant Operations- Testing- Tests are all within limits.
- Maintenance Crew- Sewer Department had a leak at Vicksburg P/S. The leak was in the discharge piping. We would like to thank Kelly and his crew for their help and for loaning us materials to complete the job. Maintenance crew replaced check valves at E-Main and Vicksburg P/S.
- Crew 2- Crew finished up Zeno Street. Assisted maintenance crew on Vicksburg pump station leak. They completed a sewer repair on McCartney drive laying 84 feet of pipe and installed a clean out on 16 Gum St.
- CSO- Sam is working on Long Term Control Plan

**Water:**

- is finishing up maintenance repairs at the dam and will start painting on the exterior of the Tennerton Tank.

**Waste:**

- Nothing new to report.

Mr. Arnold recognized Jay Hollen, the City Engineer who presented the following Engineering Report

**Engineering:**

- US EPA Risk Assessment and Emergency Response Plan – Continue to work on the US EPA-required Risk Assessment and Emergency Response Plans required as a result of the America's Water Infrastructure Act (AWIA) as time permits. The Risk Assessment is due no later than June 30, 2021 and the Emergency Response Plan is due no later than six months after submission of the Risk Assessment. Both plans must be submitted electronically. The plans will be a coordinated effort between City Hall and Water Department personnel regarding data research and input.
- FEMA Generator Hazard Mitigation Grant No. 2 –Waiting on FEMA approval of Change of Scopes to project budget; Continuing to work on the specifications, drawings, design calculations and preparing the preliminary version of the Bid Package required for this project. Resubmitted the Change of Scope Request Letter No. 1 – Budget Revision to the WVDHSEM (who will forward it to FEMA) requesting an additional \$64,840.00 to cover the cost difference between the automatic and manual transfer switches required for the Project as well as additional engineering & design-related fees. The second grant involves a new generator at the WTP, five new generators at various sanitary sewer lift stations and eleven new manual transfer switches at various sanitary sewer lift stations.
- FEMA Generator Hazard Mitigation Grant No. 1 – Waiting of FEMA approval to allow critical infrastructure be placed on FEMA-mitigated property; Grant No. 1's Bid Package is approximately 95% complete (still awaiting approval from FEMA to relocate the RWI Generator – once a decision is reached, then the Project will go out to bid; Waiting on Approval for Change of Scope Request for Grant No. 1. Resubmitted the Change of Scope Request Letter No. 1 to the WVDHSEM (who will forward it to FEMA) requesting permission to relocate the new Raw Water Intake generator onto FEMA-mitigated property.
- Water Department Early Warning Monitoring System Phase 1 – Contractor to be on site this week to install software and hardware at equipment control building; Water Department continues to work towards the completion of the installation of the river-based collection piping and intake strainer for the EWMS within the next few weeks (weather and river-level dependent). Clearing of the riverbanks is completed.
- Water Department Early Warning Monitoring System Phase 2 – Contractor to be on site this week to install software and hardware at the Raw Water Intake building; Water Department continues to work towards the completion of the river-based collection piping and intake strainer for the EWMS once EWMS No. 1 is complete (weather and river-level dependent). Installation of the EWMS equipment has been completed except for one probe; Water samples are being collected while waiting on last probe; Not officially on-line but the system is operational. VFD installation activities at the same locations.
- ACP Water System Improvements Project – In speaking with the Project Manager, the waterline is now "free to use" by the Water Department in that the 1,000 gpm requirement and the waiting until the hydrostatic pressure testing is complete before the Water Department can make use of the waterline is now Null-and-Void; The Water Department is free to use the +/- \$6,400.00 in excess project funds towards any Water Department Project (it'll probably be used for the still-to-be performed startup and commissioning of the booster station pumps.
- Gateway West Phase II Construction – Construction continues on the Phase II (North side) portion of the Project. The project area begins at the Citizens Bank site and terminates just prior to the CSX railroad tracks on the Old Weston Road. The project is approximately 35% complete at this time. The City has 24 months to complete the Phase II portion of the project.
- Corridor H South Utility Installation Project – Site grading activities for the removal of excess materials over the water and sewer lines has been completed. Areas still need seeded & mulched. Hydrostatic pressure testing and for the waterline has been completed (passed). Sanitary sewer tests have not been completed due to some construction issues. Mandrel and pressure testing anticipated to begin next week.
- Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension No. 4 – Received notification on Monday that the Intent to Apply earlier this week for construction monies to complete the fourth extension to the riverwalk trail has been approved. The grant application submittal is due by September 8, 2020. The estimated cost of the Project is \$240,785.89, which includes 13% contingency monies (per DOH requirements). The on-site design meeting has been scheduled for September 9, 2020.
- Route 20 Railroad Crossing Upgrade – An onsite meeting with the WVDOH and A&O Railroad was held on July 27, 2020 to discuss the upgrades to the railroad crossing. While subject to change, the construction & paving activities will take place from August 22 through August 24, 2020. The railroad crossing will be shut down completely to all pedestrian and vehicular traffic and no access along Route 20 North near the project site will be available. Emergency routes have been identified by A&O Railroad and the appropriate agencies should contact A&O Railroad for additional details.

The Mayor used the Chair's Prerogative to move F.5 Approval Resolution No. 2020-09-Support for Construction Phase Binky Poundstone Riverwalk Extension #4 to the table. Mr. Hollen explained the resolution to the Council.

**Motion to approve Resolution No. 2020-09-Support for Construction Phase Binky Poundstone Riverwalk Extension #4 was made by Reger/Albaugh. Motion carried.**

**Roll Call vote was required and was taken by City Recorder Sanders:**

**Council Member Mary Albaugh - Yes**

**Council Member Pamela Bucklew - Yes**

**Council Member C J Rylands - Yes**

**Council Member David Thomas - Yes**

**Council Member Jack Reger - Yes**

**City Recorder Randy Sanders – Yes**

**Mayor Robbie Skinner - Yes**

**RESOLUTION NO. 2020-09**

**RESOLUTION NO. 2020-09 OF THE COUNCIL OF THE CITY OF BUCKHANNON FORMALLY OFFERING ITS SUPPORT FOR THE CONSTRUCTION PHASE OF THE ELIZABETH J. "BINKY" POUNDSTONE RIVERWALK TRAIL EXTENSION #4 TRANSPORTATION ALTERNATIVES PROJECT**

WHEREAS, the City of Buckhannon is consistently striving to improve the economy and viability of the downtown area; and

WHEREAS, the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project will provide economic improvement by providing more accessibility to not only the downtown area but also to the residential and business areas of southern Buckhannon; and

WHEREAS, the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project will increase the amount of pedestrian and bicycle traffic to the downtown area by increasing the Main Street economy, which allows for a more viable downtown business district; and

WHEREAS, the objective to the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project is to provide pedestrians, bicyclists and other non-motorized forms of transportation a safe transportation environment (pedestrian, bicycling, and non-motorized) from southern Buckhannon to the downtown area; and

WHEREAS, the City of Buckhannon recognizes the need for the construction of new asphalt walking and bicycling paths from southern Buckhannon to the City of; and

WHEREAS, the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project shall also serve as an extension of the Buckhannon River Walk by allowing pedestrians and bicyclists to safely travel from southern Buckhannon through downtown Buckhannon to any of the river walks without having to walk or bicycle along the edge of any WVDOH-owned roads or City-owned streets; and

WHEREAS, the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project shall help improve the quality of life for people by providing a safe walking and bicycling environment and providing access to the St. Joseph's Hospital, Buckhannon Health Care, Community Care and Physician's Care facilities; and

WHEREAS, the construction of the asphalt walking and bicycling path identified in the proposed Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project will incorporate the City of Buckhannon's existing historical downtown theme into its design, thus connecting the outlying residential areas with the downtown and providing a sense of community.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Buckhannon, as follows:

(1) The Buckhannon City Council hereby ADOPTS, RATIFIES and APPROVES this Resolution of Support for the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project; and

(2) The estimated cost for the Construction Phase of the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project is Two Hundred Forty Thousand Seven Hundred Eighty Five Dollars and Eighty Nine Cents (\$240,785.89); and

(3) Pending the 80% Federal funding (192,628.71) of the Construction Phase of the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project to be administered by the West Virginia Department of Transportation, Division of Highways (WVDOH), the Council of the

City of Buckhannon shall be responsible for the 20% Local monetary contribution (\$48,157.19) associated with the Construction Phase of the Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension #4 Transportation Alternatives Project; and

(4) The City Recorder shall certify the passage and adoption of this Resolution, No. 2020-09; and,

VOTE ON RESOLUTION

IN FAVOR

OPPOSED

(1)   
Robert N. Skinner, III, Mayor

\_\_\_\_\_

(2)   
Randall Sanders, City Recorder

\_\_\_\_\_

(3)   
Mary Albaugh, Council Member

\_\_\_\_\_

(4)   
Pamela Bucklew, Council Member

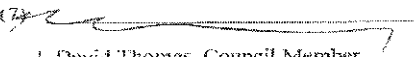
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(5)   
Jack Reger, Council Member

\_\_\_\_\_

(6)   
C. J. Rylands, Council Member

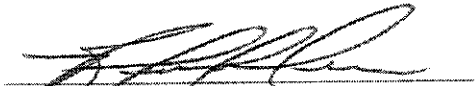
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(7)   
J. David Thomas, Council Member

\_\_\_\_\_

CERTIFICATE OF ENACTMENT

I, Randall Sanders, City Recorder of the City of Buckhannon, a West Virginia municipal corporation, do hereby verify tha the foregoing Resolution No. 2020-09 was lawfully passed and enacted by the Council of the City of Buckhannon during a regular meeting of the City Council on August 20, 2020.



Randall Sanders, City Recorder

The Mayor used the Chair's Prerogative to move F.8 Discussion/Possible Vote City Hall Roof to the table. Jay Hollen explained the two options for repair the City Hall roof. Option 1 would cost \$5,000 and Option 2 would cost \$10,000. An entire new roof would be between \$110,000 and \$130,000. He provided documentation of the repairs that are needed and urged action be taken with at least the temporary repairs. Discussion took place.

**Motion to approve the \$10,000 repair option to the City Hall roof was made by Albaugh/Rylands. Motion approved.**





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To: City Hall - Buckhannon  
70 East Main Street  
Buckhannon, WV 26201

Date: August 18, 2020

Attn: Jay Hollen, P.E.

Re: Miscellaneous EPDM Roof Repairs

Via Email: [jay.hollen@buckhannonwv.org](mailto:jay.hollen@buckhannonwv.org)

**The following clarifications apply:**

- Quote is to furnish craftsmen plus miscellaneous material as required on a time and material basis.
- Pricing is based on time and material, not to exceed.

**The following exclusions apply:**

- Quote excludes roof replacements, asbestos testing, and any warranties.

**DESCRIPTION OF WORK TO BE PERFORMED:**

**Option 1: EPDM Roof Repairs (2 craftsmen for 1 day plus miscellaneous materials)**

- Safely access roof where area is requiring repair, using proper fall protection equipment and ladders.
- Inspect roof for necessary repairs.
- Strip in open laps and flashings that visibly show voids
- Make necessary repairs to any holes, voids, or flashings that are required to stop or impede water infiltration.
- Clean up any waste generated by roof repairs.

**TOTAL PRICE NOT TO EXCEED:**

**FOUR THOUSAND EIGHTY HUNDRED NINETY DOLLARS.....\$4,890.00**

**Option 2: EPDM Roof Repairs (4 craftsmen for 1 day plus miscellaneous materials)**

- Safely access roof where area is requiring repair, using proper fall protection equipment and ladders.
- Inspect roof for necessary repairs.
- Cut away EPDM from front wall and replace with new EPDM and strip in to existing front edge metal.
- Make necessary repairs to any holes, voids, or flashings that are required to stop or impede water infiltration.
- Clean up any waste generated by roof repairs.

**TOTAL PRICE NOT TO EXCEED:**

**NINE THOUSAND NINE HUNDRED TEN DOLLARS.....\$9,910.00**

In the event the price of any materials or products to be used in this work should increase 5% or greater from the price at which the material/product was available to the contractor at the time of submission of this proposal, then the price quoted shall be decreased to reflect the additional cost.

**ACCEPTED:**

Firm/Owner: TRI-STATE ROOFING & SHEET METAL COMPANY

By: Jonathan P. Borzak

Title: Vice President

Date: August 18, 2020

The terms and conditions of work on this contract are as set forth in the project and contract. This proposal is subject to review and approval by the City and the contractor. If the City does not approve the proposal, the contractor shall be responsible for the cost of the proposal. The contractor shall be responsible for the cost of the proposal. The contractor shall be responsible for the cost of the proposal.

The Mayor used the Chair's Prerogative to move F.7 Approval Financing for Concrete Mixer and Silo to the table. Amby Jenkins explained that the City ask for quotes for the area banks for the financing of the Concrete Mixer and Silo in the amount of \$179,000 over a six-year period. Here is what was sent to the banks:

Dear Bank Representative:

The City of Buckhannon- is seeking financing quotes for a Fiori Concrete Mixer.

The financing agreement must include a non-appropriation clause, (see below example). The term is 6 years paid in month installments

One new Fiori Concrete Batch Mixer Truck and silo, in the amount of \$179,000. I have attached more specific information.

If you are interested in quoting, please submit information to me by August 19, 2020.

**Nonappropriation Clause - Borrower is obligated only to pay such Installment Payments under each Contract as may lawfully be made from funds budgeted and appropriated for that purpose. Should Borrower fail to budget, appropriate or otherwise make available funds to pay Installments Payments under any Contract following the then current Original Term or Renewal Term, such Contract or Contracts shall be deemed terminated at the end of the then current Original Term or Renewal Term. Borrower agrees to deliver notice to Lender of such termination at least 30 days prior to the end of the then current Original Term or Renewal Term, but failure to give such notice shall not extend the term beyond such Original Term or Renewal Term. If any Contract is terminated in accordance with this Section, Borrower agrees to peaceably deliver the Equipment to Lender at the location(s) to be specified by Lender.**

Thank you for your consideration.

The City received quotes from four banks with the best being from First Community Bank, which offered the loan at 2.375%

**Motion to approve the financing of one new Fiori Concrete Batch Mixer Truck and Silo, in the amount of \$179,000.00 for a 6-year term at 2.375% from First Community Bank, 2 W Main St, Buckhannon, WV 26201 was made by Thomas/Bucklew. Motion carried unanimously.**

C.4 Finance Director- Amberle Jenkins – Amby then provided the following report:

August 6, 2020 balances

Water Board	MM/checking \$166,968	CD's \$965,476
Sanitary Board	MM checking \$693,998	CD's \$253,190
Waste Board	MM/checking \$614,670	CD's \$58,033

We have been working on several other matters including:

- Roof Issues at City Hall
- Several HR matters regarding Covid-19 and Unemployment and finishing getting insurance documents needed from employees.
- Police Civil Service Testing
- Financial Statements with Richard Trent
- Financing Concrete Truck
- Information needed for Cares Grant and Volunteer Grant

Motion to approve the Financial Report was made by Thomas/Albaugh. Motion carried.

C.5 Buckhannon Police Chief- Matthew Gregory – Buckhannon Police Chief, Matthew Gregory, provided the following report to Council:



*Buckhannon Police Department*

24 S Florida St \* Buckhannon, WV 26201  
Phone 304-472-5723 \* Fax 304-473-7911



City Council Report  
8/20/20

1. Response to the mock assessment for CALEA is now complete and as we prepare to move forward to the final on-site assessment, we are now making changes pursuant to the most recent CALEA Standards manual revision.
2. Work on filling the vacancy in the police department continues as we are now actively conducting background investigations on the top candidates on the list in preparation for final interviews.
3. Our K-9 has been selected, a Dutch Shepherd named Erros. William Courtney will proceed with training at the end of September and we look forward to having our K-9 team on the road in November.
4. In cooperation with the Upshur County OEM Director, Brian Shreves, the police department recently conducted a table top exercise focusing on a Black Sky event. This exercise will help satisfy CALEA requirements concerning our All-Hazard Plan.
5. VIPS recently held interviews to welcome three new members to their ranks. This brings their current roster up to 15 members.

July 2020 Accidents

Report #	Date Of Crash	Time Of Day	Day Of Week	Street	Intersecting Street	Other Location	Manner Of Collision	Officer Name	
1	7/1/2020 0:00	2035	Wednesday	MEADE ST	N/A		Single Vehicle Crash	SGT DK HISSAM	
2	7/3/2020 0:00	* 1200	Friday	NORTH LOCUST	N/A		Sideswipe, Same Direction	MCCAULEY	
3	7/8/2020 0:00	* 1612	Wednesday	LOCUST STREET	BUCKHANNON MEDIC	PREMIER BANK	Angle (Front to Side) Same	T.M.STEWART	
4	7/10/2020 0:00	1135	Friday	KANAWHA STREET	BOGGESS STREET		Rear End	T.M.STEWART	
5	7/9/2020 0:00	1615	Thursday	MARION STREET	N/A		Rear End	A. MCCAULEY	
6	7/14/2020 0:00	1828	Tuesday	Rt. 33	BRUSHY FORK ROAD	WEST BOUND LANE	Rear End	T.M.STEWART	
7	7/20/2020 0:00	1523	Monday	NORTH LOCUST	N/A		Rear End	MCCAULEY	
8	7/22/2020 0:00	1200	Wednesday	N. FLORIDA ST.	N/A	RESIDE LAS TRANCA	Angle (Front to Side) Oppos	M. GREGORY	
9	7/23/2020 0:00	1545	Monday	BRUSHY FORK CROSSING		33	Rear End	MCCAULEY	
10	7/24/2020 0:00	1111	Friday	FRANKLIN STREET	NORTH LOCUST STREET		Rear End	T.M.M STEWART	
11	7/23/2020 0:00	* 1600	Thursday	MARION	CAMDEN		Right Angle	MCCAULEY	
12	7/24/2020 0:00	2045	Friday	NORTH LOCUST ST	MORTON AVENUE		Single Vehicle Crash	SGT DK HISSAM	
13	7/27/2020 0:00	1730	Monday	SOUTH KANAWHA	N/A		Rear End	MCCAULEY	
14	7/28/2020 0:00	1247	Tuesday	MAIN STREET	SPRING STREET	IN FRONT OF CHASE	Sideswipe, Same Direction	LT. DOUGLAS N. LOUDIN	
15	7/31/2020 0:00	1922	Friday	EAST MAIN STREET	SPRING STREET		Rear End	MCCAULEY	
		* = Injury							
		# = Alcohol / Drug Related							
		~ = Fatality							

MONTHLY ACTIVITY REPORT  
July 2020

	301	302	303	304	305	306	307	308	309	310	311	312	TOTAL
Calls Answered	5	7	33	142	73	61			53	26	30		430
Community Policing										5	1		6
Road Patrol	2	11	52	88	104	123			77	73	111		641
Traffic Hours	1	3	37		4	6					13		64
Criminal Inv.	3	5	10	42	63	64	124		34	16	22		385
Court Hours					4		2				3		9
Report Writing	20	22	4	46	24	3			56	26	42		242
Other Hours	142	3	1		6	2			31		9		193
Miles													7,077
Accidents - Prop.	1	1		3		2			5				12
Injury				1					2				3
Fatality													
Parking Tickets													0
Criminal Reports	1		4	8	1	3			23	8	7		56
Reports Cleared	0		1	3	1	1			7	6	4		23
Clearance Rate	0%		25%	37%	100%	33%			30%	66%	57%		42%

POLICE ACTIVITIES

MONTH: July

YEAR: 2020

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer:

By Officers:

TOTAL ISSUED:

Citations Issued:

Misdemeanor Arrests:

Felony Arrests:

Calls Answered:

Complaint Reports:

Accidents Investigated:

Community Policing Hours:

Patrol Mileage:

The Mayor used the Chair’s Prerogative to move F.3 Approval to Accept Police Civil Service Commission List of Eligibles to the table. The Chief and Amby explained the procedure.

**Motion to accept Police Civil Service Commission List of Eligible candidates was made by Rylands/Thomas. Motion carried.**

August 20, 2020

Mayor and City Council Members,

Re: Approval of candidates per the Police Civil Service Commission to interview for probationary police officer:

A Police Civil Service Commission meeting was held on August 19, 2020 to test to replenish the list of eligibles for submittal of three (3) candidates to City Council for hiring consideration. Council has authorized identification of the top three candidates to arrange for the interviews, and make a hiring decision.

Upon completion of the Buckhannon Police Civil Service Commission requirements, we are pleased to advance and certify the following candidates for your consideration as probationary Buckhannon Police Officers;

- 1. Gary Lawrence Brown 86%
- 2. Trenton Lee Cooper 80%
- 3. Al Laroussi 78%

Commissioner Terry Mills  
Commissioner Alisa Lively  
Commissioner Geraldine Henderson  
Assistant City Recorder Amberle Jenkins

The Mayor used the Chair’s Prerogative to move F.6 Approval to Accept Quote from Watch Guard for Police Department HD WiFi In Car & Body Camera Systems. The Chief explained the quote that is for \$117,669.00, is to be paid over a 5-year period at no interest. This cost is part of the Chief’s approved department budget.

**Motion to accept the quote from Watch Guard for Police Department HD WiFi In Car & Body Camera System for \$117,669.00 with payments to be made over 5-years at no interest was made by Thomas/Rylands. Motion carried.**

The City of Buckhannon will be accepting sealed bids for eleven HD WiFi in car and body camera systems. Bids will be accepted until Monday, August 10, 2020 @ 1:00 p.m.

HD WiFi and System Bundle: Includes Standard DVR Camera System with integrated 200GB automotive grade hard drive, ZSL camera, 16GB USB removable thumb drive, rear facing cabin camera, GPS, hardware, cabling and mounting bracket. It will also include the HD WiFi Extended Capacity Wearable Camera with 9 hours continuous HD recording, one camera mount, 32 GB of storage, Wi-Fi docking base, Power over Ethernet Smart Switch

## Two Transfer Station Assys for 8 Cameras, Ethernet, DEV 144, Enhanced ESD Protection

### Charging Cable and Quick Connect 12V Magnetic Mobile Charging Kit

**Body Cam Warranty, WiFi, 3 Year No-Fault**

**In-Car System Front Camera, HD Panoramic with 5 year warranty.**

## Wireless Video Transfer and Networking Options In-Car 802.11n Wireless Kit, 5GHz

**Hardware Warranties for 5 years.**

**System Installation, In-Car System Setup, Configuration, Testing and Training, Shipping/Handling and Processing Charges**

In cloud storage, web software and licensing for whole system.

**Vendor will offer financing for a term of 5 years.**

Bid specifications may be obtained at Buckhannon City Hall or by emailing Buckhannon Police Chief Matt Gregory [mattgregory@buckhannonpolice.com](mailto:mattgregory@buckhannonpolice.com). The City of Buckhannon reserves the right to reject any and all bids.



## 4RE/VISTA Price Quote

CUSTOMER: Buckhannon Police Department

ISSUED: 7/2/2020 1:47 PM

EXPIRATION: 12/31/2020 12:00 PM

ATTENTION: Lt. Loudin

PHONE: 304-472-5723

**E-MAIL:**

**SALES CONTACT:** Robert Michnick

DIRECT; (469) 342-8931

E-MAIL:

robert.michnick@motorolasolutions.com

## 4RE and VISTA Proposal

## VISTA HD Cameras and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
VIS-EKT-WIFI-BUN	VISTA HQ WiFi and 4RE System Bundle. Includes 4RE Standard OVR Camera System with Integrated 20MP Auto-Active Grade 4RE drive, 2x1 camera, 16GB removable thumb drive, rear facing cable camera, GPS, hardware, cabling and your choice of mounting bracket. It will also include the VISTA HD Wi- Fi Extended Capacity Wearable Camera with 9 hours continuous HD recording, one camera mount, 32 GB of storage, Wi-Fi docking base, Power over Ethernet Smart Switch.	11.00	\$6,550.00	\$90.00	\$61,500.00
VIS-EKT-WIFI-DB1	VISTA HQ WiFi Additional Camera Only	1.00	\$775.00	\$50.00	\$745.00
VIS-CHG-BST-KIT	VISTA Charging Base R2 Kit, incl. Power and USB Cables	1.00	\$95.00	\$0.00	\$95.00
VIS-VIS-DFC-001	VISTA Transfer Station Assy, 8 Cameras, Ethernet, DVC 1.44, Enhanced ESD Protection	2.00	\$1,499.00	\$0.00	\$2,998.00
VIS-CHG-WAG-001	Charging Cable, VISTA QuickConnect 12V with 10' Cable	11.00	\$99.00	\$0.00	\$1,089.00

## VISTA HD Warranties

Part Number	Detail	Qty	Direct	Discount	Total Price
WAR-VIS-WIF-NGF	Warranty, VISTA WIF, 3 Year No-Fault	12.00	\$450.00	\$8.00	\$5,400.00

### 4RE In-Car System and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
0AM-JRC-PAN-NIG	Additional Front Camera, 4RE, HD Panoramic	11.00	\$2,700.00	\$0.00	\$2,700.00

## Wireless Video Transfer and Networking Options

Part Number	Detail	Qty	Direct	Discount	Total Price
4RE-WRL-KIT-001	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4 GHz is available by request)	11.00	\$250.00	\$0.00	\$2,790.00
WAP-200-CON-002	WiFi Access Point, Configured, 802.11n	1.00	\$250.00	\$0.00	\$250.00

415 E. Exchange Parkway • Allen, TX • 75007  
Toll free (800) 665-6734 • Main (972) 423-9777 • Fax (972) 423-9778  
[www.WatchGuardVideo.com](http://www.WatchGuardVideo.com)



## 4RE/VISTA Price Quote

002.11n, 54Mhz, SDT, AP

### 4RE Hardware Warranties

Part Number	Detail	Qty	Direct	Discount	Total Price
WAR-4RE-CAR-1Y	Warranty, 4RE, in Car, 1st Year (Months 1-12)	11.00	\$0.00	\$0.00	\$0.00
WAR-4RE-CAR-2Y	Warranty, 4RE, in Car, 2nd Year (Months 13-24)	11.00	\$100.00	\$00.00	\$0.00
WAR-4RE-CAR-3Y	Warranty, 4RE, in Car, 3rd Year (Months 25-36)	11.00	\$200.00	\$200.00	\$0.00
WAR-4RE-CAR-4Y	Warranty, 4RE, in Car, 4th Year (Months 37-48)	11.00	\$325.00	\$0.00	\$2,575.00
WAR-4RE-CAR-5Y	Warranty, 4RE, in Car, 5th Year (Months 49-60)	11.00	\$450.00	\$0.00	\$4,750.00

### WatchGuard Video Technical Services

Part Number	Detail	Qty	Direct	Discount	Total Price
SVC-4RE-MS-100	4RE System Installation, on-site (Per Unit Charge)	11.00	\$375.00	\$0.00	\$4,125.00
SVC-4RE-MS-400	4RE System Setup, Configuration, Testing and Training (MS-15)	1.00	\$2,500.00	\$0.00	\$2,500.00
Freight	Shipping/Handling and Processing Charges	1.00	\$660.00	\$660.00	\$0.00
					\$90,819.00

### EvidenceLibrary.com

#### Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-5AH-AUP-ASD	EvidenceLibrary.com, Software and Hosting, Actual Usage Assigned, Annually per device	23.00	\$295.00	\$0.00	\$5,635.00
ELC-4RS-AUP-QTR	EvidenceLibrary.com Actual Usage Estimated Monthly Charges. Please note this is an estimate only based on your ultimate storage needs, and is invoiced monthly in arrears.	1,000.00	\$0.03	\$0.00	\$30.00
					\$5,665.00

### EvidenceLibrary.com

#### Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-5AH-AUP-ASD	EvidenceLibrary.com, Software and Hosting, Actual Usage Assigned, Annually per device	23.00	\$295.00	\$0.00	\$5,635.00
ELC-4RS-AUP-QTR	EvidenceLibrary.com Actual Usage Estimated Monthly Charges. Please note this is an estimate only based on your ultimate storage needs, and is invoiced monthly in arrears.	1,000.00	\$0.03	\$0.00	\$30.00

### Server Hardware and Software

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-4RE-SRV-CLD	EvidenceLibrary.com, Azure Virtual Upstart Server in the Cloud. This price is \$125 per month, or \$1500 per year	1.00	\$1,500.00	\$0.00	\$1,500.00
					\$2,165.00

### EvidenceLibrary.com

#### Evidence Library 4 Web Software and Licensing



## 4RE/VISTA Price Quote

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-5AH-AUP-ASD	EvidenceLibrary.com, Software and Hosting, Actual Usage Assigned, Annually per device	23.00	\$295.00	\$0.00	\$5,635.00
ELC-4RS-AUP-QTR	EvidenceLibrary.com Actual Usage Estimated Monthly Charges. Please note this is an estimate only based on your ultimate storage needs, and is invoiced monthly in arrears.	1,000.00	\$0.03	\$0.00	\$30.00

### Server Hardware and Software

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-4RE-SRV-CLD	EvidenceLibrary.com, Azure Virtual Upstart Server in the Cloud. This price is \$125 per month, or \$1500 per year	1.00	\$1,500.00	\$0.00	\$1,500.00
					\$7,165.00

### EvidenceLibrary.com

#### Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
ELC-5AH-AUP-ASD	EvidenceLibrary.com, Software and Hosting, Actual Usage Assigned, Annually per device	23.00	\$295.00	\$0.00	\$5,635.00
ELC-4RS-AUP-QTR	EvidenceLibrary.com Actual Usage Estimated Monthly Charges. Please note this is an estimate only based on your ultimate storage needs, and is invoiced monthly in arrears.	1,000.00	\$0.03	\$0.00	\$30.00
					\$5,665.00

### EvidenceLibrary.com

#### Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
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ELC-4RS-AUP-QTR	EvidenceLibrary.com Actual Usage Estimated Monthly Charges. Please note this is an estimate only based on your ultimate storage needs, and is invoiced monthly in arrears.	1,000.00	\$0.03	\$0.00	\$30.00
					\$5,665.00

### 4RE and VISTA Proposal

#### WatchGuard Video Technical Services

Part Number	Detail	Qty	Direct	Discount	Total Price
WRK-0V5-MC-100	Credit for Networked Video EXT Daily View Camera	5.00	\$-495.00	\$0.00	\$-4,475.00

#### Shipping and Handling

Part Number	Detail	Qty	Direct	Discount	Total Price
Freight	Shipping/Handling and Processing Charges	1.00	\$0.00	\$0.00	\$0.00
					\$-4,475.00

Total Estimated Tax, may vary from State to State \$0.00

**C.6 City Attorney- Tom O'Neill – Mr. O'Neill deferred his appearance to the Strategic Issues for Discussion and/or Vote period of the meeting.**

**D. Correspondence & Information – The Mayor reviewed the following with Council:**

**D.1 City of Buckhannon Covid-19 Response Survey -Link:**

<https://www.surveymonkey.com/r/COVIDpandemic>

**D.2 CityPR: WVDOH and A&O Railroad Crossing Improvement & Paving Project-Route 20 to be Closed Aug 22<sup>nd</sup> -24<sup>th</sup>**

**WVDOH and A&O Railroad Crossing Improvement and Paving Project: Route 20 to be Closed at the Railroad Crossing north of Main Street August 22<sup>nd</sup> through August 24<sup>th</sup>, 2020**

August 6, 2020

BUCKHANNON, WV: The West Virginia Department of Highways and A&O Railroad will proceed with a railroad crossing improvement and paving project (i.e. Project) at the railroad crossing located on Route 20 just north of Main Street on Saturday, August 22<sup>nd</sup>, 2020.

The Project is expected to take three (3) days to complete and both the northbound and southbound lanes of Route 20 will be closed to all pedestrian and vehicular traffic for the duration of the Project. However, if conditions dictate otherwise, the length of the Project may be extended.

To avoid congestion, everyone is reminded to please use the Main Street exit of U.S. Route 33 (Corridor H) and/or the Old Weston Road when entering Buckhannon from the west and to use the Morton Avenue exit through North Buckhannon when entering Buckhannon from the east. Southbound traffic from Route 20 North will need to detour via either the Liggett Addition Road or Morton Avenue.

The City of Buckhannon is providing this notice as a public service as the Project is an undertaking of both the West Virginia Department of Highways and A&O Railroad (not the Buckhannon Streets & Parks Department). The City

appreciates the West Virginia Department of Highways and A&O Railroad staff in working with our Director of Public Works and City Engineer to ensure that the Project runs smoothly and disruptions are kept to a minimum.

WVDOH Contact: Gary Freeman, WVDOH District VII Maintenance Engineer – (304) 269-8940

A&O Railroad Contact: Matt Reese, A&O Railroad General Manager – (304) 472-5690, ext. 101

### **D.3 CityPR: Crossroads Recycling Center to Close Due to Misuse; Residents to Utilize Curbside Collection or Mudlick Center**

August 6, 2020

BUCKHANNON, WV: Due to continued misuse, the Buckhannon Crossroads Recycling Center will be closing effective immediately. However, City residents and businesses are encouraged to utilize the curbside recycling service, which will continue to operate the first and third Tuesday of each month. City and County residents may also use the Mudlick Recycling Center to drop off recyclables.

The Crossroads Recycling Center near Walmart was plagued with contamination issues, created when people either inadvertently placed items in the bins that are not currently accepted or blatantly threw away garbage in the recycling bins.

While staffing the Center on Saturdays reduced some of the problems, it was costly and inefficient to assign staff at that location. Alternatively, staff already work in Mudlick Recycling Center and Waste Garage on a daily basis, processing the recyclables for market. Therefore, they can assist those who visit the center to drop off their recyclables, while taking the opportunity to educate those that may mistakenly place items in the bins that are not accepted.

The Paper Shred event scheduled for Saturday, September 12, 2020, is expected to go on as planned at the Crossroads Center. The Paper Shred event is organized by the Upshur County Solid Waste Authority and will run from 9:00 a.m. to noon that Saturday.

For more information about our curbside residential recycling program, the Mudlick Recycling Center, or the commercial recycling program, please visit our Recycling webpage here:

#### Recycling

Residential Curbside Recycling Schedule:

First and Third Tuesdays of Every Month

Please place bagged recyclables out at the curb in sheer bags using one of the blue bins available at the Mudlick Recycling Center. Please put your bin out the Monday evening before collection, as the crews begin very early in the morning.

Curbside Residential Collection is only available within the City of Buckhannon.

Mudlick Road Recycling Center & Waste Garage

Hours:

7:30 a.m. to 3:15 p.m. Monday through Friday

7:30 a.m. to 11:45 a.m. on Saturday

(304) 472-4443

### **D.4 SYCC Accepting Applications for Part-Time Program Assistants for the After School Program**

The City of Buckhannon – Stockert Youth and Community Center is accepting applications for part time program assistants for the After School Program.

General Job duties will consist of assisting with various children activities. Candidates must enjoy working with children and be able to work flexible hours and some physical activity.

A detailed job description will be available to candidates that are interviewed.

Before employment, candidates must undergo fingerprinting for a background check and a drug test.

Applications may be obtained at City Hall, 70 E Main St, Buckhannon WV, Mon-Fri 8:30 am to 4:30 pm, or call 304-472-1651 for information. The deadline for applications August 31, 2020 at 4:30 pm.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons, and employees without regard to any individual’s creed, race, color, ethnicity, national origin, religion, gender, age, handicap, familial status, or sexual orientation.

**D.5 Water Department Accepting Applications for Full-Time Water Plant Operator**

The City of Buckhannon Water Department will be accepting applications for a Full-Time Water Plant Operator.

Pay will be based on experience and qualifications, benefits included.

The Water Plant Operator will perform a variety of tasks in the operation and maintenance of a water treatment plant and work a rotating shift schedule which includes nights, weekends and holidays.

**Qualifications**

- Preference will be given to candidates that possess a WV Water Treatment Plant Operators License.
- High School diploma or GED
- Valid West Virginia drivers license
- Possess knowledge of computer software including Microsoft Word, excel and data management systems.
- Must be able to lift 50 pounds above shoulder level.
- Must be willing to function in a Team oriented workplace.

If selected for hire, candidate will be subject to a background check, drug test and skills test.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons, and employees without regard to any individual’s creed, race, color, ethnicity, national origin, religion, gender, age, handicap, familial status, or sexual orientation.

Applicants can pick up an application in person at Buckhannon City Hall, 70 E. Main Street, Buckhannon, WV 26201 between the hours of 8:30am-4:30pm Monday-Friday.

Applications will be accepted until September 8, 2020

**E. Consent Agenda**  
**E.1 Approval of Minutes-Regular Meeting 08/06/2020**  
**E.2 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	Historic District
74865	Lynn Oldaker 27 Reger Ave	Self	Replacement Windows & Siding	\$3,200.00			\$35.20						
74866	Charles Lee 136 E Main St	Self	Private Sidewalk & Concrete Curb in Existing Parking Area	\$2,500.00			\$23.75						X
74867	Carol Gooden 229 Randolph St	Self	Siding, Soffit & Fascia	\$3,500.00			\$38.50						
74868	Howard Hathaway Jr 11 East Main St	Self Eric Miller	Renovations Downstairs Retail Store & Upstairs Apartment	\$20,000.00	A	\$100.00	\$170.00						X
74869	Doanld Grogg 18 Reger Ave	Perfection Plus Turbo Dry	Bathroom Remodel, Roof Repair, Painting	\$20,000.00	B2	\$100.00	\$180.00						
74870	Dave Long 41 W Main St	Reliable Roofing	Rubber Roofing	\$6,200.00			\$58.90						X
74871	Ed Hardman 7 W Lincoln St	Tradeworx	Re-Roof Metal over Shingle	\$9,200.00			\$101.20						
TOTAL				\$64,600.00		\$200.00	\$607.55						

### E.3 Approval of Payment of the Bills

08-19-2020 10:11 AM

disbursements 08-06-20 TO 08-18-20

PAGE: 1

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
ECONOMIC DEVELOPMENT	UPSHUR COUNTY DEVELOPMENT	402-567-00	ECONOMIC DEVELOPMENT FIRST HALF 2020-21 FY BOND		15,000.00
			TOTAL:		15,000.00
MAYOR'S OFFICE	CASIO AND MAPLES	409-341-00	MAYOR'S SUPPLIES & M CITY COUNCIL MINUTE BOOK		186.85
	GATES SUPPLY	409-341-00	MAYOR'S SUPPLIES & M PLOTTER INK		31.15
	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE & WCB1005474 7-2 TO 8-2-2020		4.82
	HART OFFICE SOLUTIONS INC	409-341-00	MAYOR'S SUPPLIES & M C.H. COPIER RAW COPY OVERPA		9.28
	PAYROLL ACCOUNT (ALL LOFTS)	409-341-00	MAYOR'S SUPPLIES & M AA FEES JULY 2020		199.72
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M JULY 2020 CREDIT CARD FEES		889.37
	INTERNAL REVENUE SERVICE	409-341-00	MAYOR'S SUPPLIES & M JUN 2020 CREDIT CARD FEES		267.87
		409-104-00	MAYOR'S F.I.C.A. FICA WITHHELD AND MATCHED		46.79
		409-104-00	MAYOR'S F.I.C.A. MEDICARE WITHHELD & MATCHED		10.83
	DATAMAX CORPORATION	409-341-00	MAYOR'S SUPPLIES & M COLLECTIONS FOR JULY 2020		157.80
	PAYFLEX	409-104-00	MAYOR'S INSURANCE JULY HSA FEE		6.50
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		759.11
			TOTAL:		2,485.75
COUNCIL	MON POWER	410-450-01	THEATRE BUILDING 110122354542 46 S. MAIN ST		95.63
	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE & WCB1005474 7-2 TO 8-2-2020		0.27
	LOWES BUSINESS ACCOUNTS	410-450-02	THEATRE CAPITAL DRY WALL THEATRE		1,235.40
			TOTAL:		1,931.30
RECAUSER	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI WCB1005474 7-2 TO 8-2-2020		0.24
			TOTAL:		0.24
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANCE WCB1005474 7-2 TO 8-2-2020		0.98
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A. FICA WITHHELD AND MATCHED		19.27
		413-104-00	TREASURER'S F.I.C.A. MEDICARE WITHHELD & MATCHED		4.91
	PAYFLEX	413-104-00	TREASURER'S GROUP IN JULY HSA FEE		3.25
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		119.77
			TOTAL:		128.75
CERT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS WCB1005474 7-2 TO 8-2-2020		0.61
			TOTAL:		0.61
CITY ATTORNEY	ENCOVA INSURANCE	417-226-00	CITY ATTORNEY INS WCB1005474 7-2 TO 8-2-2020		1.04
	INTERNAL REVENUE SERVICE	417-104-00	CITY ATTORNEY FICA FICA WITHHELD AND MATCHED		31.00
		417-104-00	CITY ATTORNEY FICA MEDICARE WITHHELD & MATCHED		7.25

\$ 15,000.00 - Upshur County Development - First half 2020-21 FY Budget  
 \$ 1,835.40 - Lowes - Drywall for Theatre  
 \$ 10,000.00 - Shallow Creek Kennels - K9 with 6wk Handler Course  
 \$ 62,553.00 - Capital Lighting & Supply - Street Lights, Police Gateway West  
 \$ 1,706.87 - Central Supply - Concrete Gateway West  
 \$ 11,934.61 - By Walter - Claims Funding 8-3-2020  
 \$ 7,500.00 - Buckhannon Upshur Airport - First Half FY 2020-21 Budget  
 Country Roads Transit - First half FY 2020-21 Budget

08-19-2020 10:11 AM

disbursements 08-06-20 TO 08-18-20

PAGE: 2

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		500.00
			TOTAL:		500.00
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS & WCB1005474 7-2 TO 8-2-2020		0.00
			TOTAL:		0.00
ZONING	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B WCB1005474 7-2 TO 8-2-2020		69.28
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A. FICA WITHHELD AND MATCHED		87.10
		437-104-00	ZONING F.I.C.A. MEDICARE WITHHELD & MATCHED		20.59
	PAYFLEX	437-104-00	ZONING HEALTH INS JULY HSA FEE		3.25
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		1,405.15
			TOTAL:		1,586.25
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-236-00	DATA PROCESSING AUG 2020 SERVICE CONTRACT		212.50
	COMMUNITY BANK	439-459-00	DATA PROCESSING CAPI ACCT#771901071 AUG COMP S		185.64
	SUDENLINK	439-236-00	DATA PROCESSING AUG 2020 INTERNET		11.86
			TOTAL:		610.20
CITY HALL	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANCE ALL DEPT JUL 2020 (UNIFORMS		251.94
	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE WCB1005474 7-2 TO 8-2-2020		65.30
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES 269245-314199 1 S-FLORIDA		41.27
	DOLLAR GENERAL CORPORATION	440-341-00	CITY HALL SUPPLIES CITY HALL SUPPLIES		21.69
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA FICA WITHHELD AND MATCHED		73.39
		440-104-00	CITY HALL FICA MEDICARE WITHHELD & MATCHED		17.16
	PAYFLEX	440-104-00	CITY HALL JANITOR IN JULY HSA FEE		3.25
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		1,198.40
			TOTAL:		1,673.29
POLICE	LYKINS OIL COMPANY	700-343-00	POLICE DEPT. AUTO SU POLICE DEPT JUL 2020 FUEL		1,275.93
	UNIFIRST CORP.	700-341-00	POLICE DEPT. MAT & S ALL DEPT JUL 2020 UNIFORMS		59.54
	MUNICIPAL EMERGENCY SERVICES	700-345-00	POLICE DEPT. UNIFORM POLICE UNIFORM PANTS		73.50
	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURANCE WCB1005474 7-2 TO 8-2-2020		1,139.67
	QUICK SLICK OIL CHANGE	700-343-00	POLICE DEPT. AUTO SU OIL CHANGES		68.68
		700-343-00	POLICE DEPT. AUTO SU OIL CHANGES		26.95
	HART OFFICE SOLUTIONS INC	700-341-00	POLICE DEPT. MAT & S COPY OVERAGES		0.07
	WEST VIRGINIA PUBLIC SAFETY	700-341-00	POLICE DEPT. MAT & S RADAR CALIBRATION		500.00
	JENKINS FORD INC	700-343-00	POLICE DEPT. AUTO SD DAMAGE TO REAR DOOR		1,000.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S POL DEPT AUG 2020 COPIER L		155.10
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU 22H2S3 2017 INTERCEPTOR PY		591.09
		700-459-00	POLICE DEPT. NEW EQU 22H2S2 2017 INTERCEPTOR PY		516.19
		700-459-00	POLICE DEPT. NEW EQU 22H2F24 2018 INTERCEPTOR PY		492.66
		700-459-00	POLICE DEPT. NEW EQU 22H2F27 2018 INTERCEPTOR PY		693.66
		700-459-00	POLICE DEPT. NEW EQU 22H2C22 2018 INTERCEPTOR PY		697.37
		700-343-00	POLICE DEPT. AUTO SU 23H64C MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64H MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64M MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64Q MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H65S MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64V MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64Z MAINT OLDER CRUISER		6.00
	BOUS LOUDIN	700-341-00	POLICE DEPT. MAT & S REIMP FOR SUPPLIES FOR DEP		21.88
	SPRINT	700-211-00	POLICE DEPT. TELEPHO POLICE GEOTAS AUG 2020		375.41
	STERICYCLE INC	700-341-00	POLICE DEPT. MAT & S BIO HAZARD DISPOSAL		75.08
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA FICA WITHHELD AND MATCHED		1,315.62

\$ 2,500.00 - Health Dept - First half 2020-21 FY Budget



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disbursements 08-06-20 TO 08-18-20

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		700-104-00	POLICE DEPT. FICA TA MEDICARE WITHHELD & MATCHED		307.69
	SHALLOW CREEK KENNELS, INC.	700-459-00	POLICE DEPT. NEW ECU R3 W/ GSK HANDLER CO		10,000.00
	PAYFLEX	700-105-00	POLICE DEPT. GROUP I JULY HSA FEE		29.25
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		21,693.11
			TOTAL:		41,409.91
FIRE	LYKINS OIL COMPANY	706-343-00	FIRE DEPT. AUTO SUPP FIRE DEPT JUL FUEL DRIVING		86.07
		706-343-00	FIRE DEPT. AUTO SUPP FIRE DEPT JULY 2020 FUEL C		424.97
	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE WCB1005474 7-2 TO 8-2-2020		1,191.69
		706-226-00	FIRE DEPT. INSURANCE WCB1005474 7-2 TO 8-2-2020		6.00
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX FICA WITHHELD AND MATCHED		990.46
		706-104-00	FIRE DEPT. FICA TAX MEDICARE WITHHELD & MATCHED		231.64
	PAYFLEX	706-105-00	FIRE DEPT. GROUP INS JULY HSA FEE		22.75
	WITMER PUBLIC SAFETY GROUP I	706-221-00	FIRE DEPT. TRAINING FLOW METERS FREIGHT		1,400.00
		706-216-00	FIRE DEPT. MAINTENAN BATTERY CHARGER		175.00
		706-216-00	FIRE DEPT. MAINTENAN BATTERY CHARGER		125.00
		706-459-00	FIRE DEPT. CAPITAL O STRT PACK.		462.00
		706-343-00	FIRE DEPT. AUTO SUPP FOL DA TANK COVER		1,075.00
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		16,034.53
			TOTAL:		22,389.40
STREET	WEN POWER	750-213-00	STREET DEPT. UTILITY 110123905106 25 N LOCUST S		9.78
	LYKINS OIL COMPANY	750-343-00	STREET DEPT. AUTO SU STREET DEPT JUL 2020 FUEL		1,275.69
	UNIFIRST CORP.	750-341-00	STREET DEPT. UNIFORM ALL DEPT JUL 2020 UNIFORMS		417.16
	WV PAYING	750-213-00	STREET DEPT. UTILITY STREET DEPT PAGER# 820		23.00
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN WCB1005474 7-2 TO 8-2-2020		3,329.16
	CAPITAL LIGHTING & SUPPLY LL	750-458-00	GATEWAY WEST GRANT E GATEWAY WEST PHASE 3		9.00
		750-458-00	GATEWAY WEST GRANT E GATEWAY WEST PHASE 3		61,501.25
		750-458-00	GATEWAY WEST GRANT E GATEWAY WEST PHASE 3		31.13
	MOUNTAINEER GAS COMPANY	750-213-00	STREET DEPT. UTILITY 341416-40455 17 1/2 FACTO		56.41
		750-213-00	STREET DEPT. UTILITY 269034-314209 4 FACTORY ST		41.27
		750-213-00	STREET DEPT. UTILITY 269255-492564 6 FACTORY ST		41.27
	CENTRAL SUPPLY CO	750-450-00	GATEWAY WEST GRANT E 10 YARDS GATEWAY WEST		1,706.97
	COMMUNITY CARE OF WV	750-341-00	STREET DEPT. MAT & S JOHN BYRANT EMPLOYMENT PHY		75.00
		750-341-00	STREET DEPT. MAT & S STREET DEPT PRE EMPLOYMENT		75.00
	SYLVESTER W. LOWMEYER	750-343-00	STREET DEPT. AUTO SU HOSE FOR EXCAVATOR		42.68
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL 22WCHZ 2019 RAM 1500		835.79
		750-459-00	STREET DEPT. CAPITAL 22WCHZ 5500 CHASSIS DUMP T		961.06
	COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL STREET DEPT AUG SKID STEER		664.11
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA FICA WITHHELD AND MATCHED		5.95
		750-104-00	STREET DEPT. FICA TA FICA WITHHELD AND MATCHED		1,906.80
		750-104-00	STREET DEPT. FICA TA MEDICARE WITHHELD & MATCHED		1.32
		750-104-00	STREET DEPT. FICA TA MEDICARE WITHHELD & MATCHED		240.00
	BYWATER CMI BENEFITS	750-105-00	STREET DEPT. GROUP I CLAIMS FUNDING 8-7-20		11,934.61
	ASCENT CONSULTING & ENGINEER	750-458-00	GATEWAY WEST GRANT E CONCRETE TESTING GATEWAY		885.00
		750-458-00	GATEWAY WEST GRANT E CONSTRUCTION INSP. TEST		947.00
	PAYFLEX	750-105-00	STREET DEPT. GROUP I JULY HSA FEE		26.00
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		16,720.28
			TOTAL:		104,397.16
STREET LIGHTS	WEN POWER	751-213-00	STREET LIGHTS	110 087 018 008 MAIN ST	5,277.92
				TOTAL:	5,277.92
TRAFFIC SIGNALS & SIGN MON POWER		752-213-00	TRAFFIC SIGNALS POWER	110 088 065 459 ET. 119	39.09

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disbursements 08-06-20 TO 08-18-20

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		752-213-00	TRAFFIC SIGNALS POWER	110088995624 RT. 20 BRN C	55.31
		752-213-00	TRAFFIC SIGNALS POWER	110081822063 W. MAIN ST	5.21
		752-213-00	TRAFFIC SIGNALS POWER	110088820243 MAIN ST	33.85
		752-213-00	TRAFFIC SIGNALS POWER	110080768231 E. MAIN ST	24.93
			TOTAL:		159.30
AIRPORT	BUCKHANNON-UPSHUR AIRPORT AU	752-567-00	AIRPORT	FIRST HALF FY 2020-21 BUDG	7,500.00
				TOTAL:	7,500.00
PUBLIC TRANSIT	COUNTRY WOODS TRANSIT	759-568-00	PUBLIC TRANSIT	FIRST HALF FY 2020-21 BUDG	5,000.00
				TOTAL:	5,000.00
HEALTH DEPT	UPSHUR BUCKHANNON HEALTH DEP	803-160-00	BUCKHANNON-UPSHUR HE	FIRST HALF FY 2020-21 BUDG	2,500.00
				TOTAL:	2,500.00
PARK 40% TO CPWE	CONSOLIDATED PUBLIC WORKS BD	800-341-00	PARK 70% HOT/MOT PD	JULY 2020 HOTEL-MOTEL TAX	2,361.37
				TOTAL:	2,361.37
CVR 60% TO CVR	UPSHUR COUNTY CVR	901-235-00	HOTEL/MOTEL 70% PAID	JULY 2020 HOTEL-MOTEL TAX	5,509.64
				TOTAL:	5,509.64
STOCKERT YOUTH CENTER	LYKINS OIL COMPANY	907-216-00	MAINTENANCE	SYC JULY 2020 FUEL BILL	35.42
	UNIFIRST CORP.	907-216-00	MAINTENANCE	ALL DEPT JUL 2020 UNIFORMS	173.26
	LEAF	907-341-01	OPERATING EXPENSES	COPPER LEASE	103.92
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WCB1005474 7-2 TO 8-2-2020	61.57
	CARTER LARRY	907-363-00	KARATE CLASS INSTRUCT	KARATE FEES JULY	164.00
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	363925-483167 70 E MAIN ST	0.00
	WALMART STORES INC -BUCKHANN	907-360-00	CAMP BUCKHANNON SUPPL	LUNCH/SNACK	87.66
		907-360-00	CAMP BUCKHANNON SUPPL	SMOKES, OFFICE SUPPLIES	24.11
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	SYC MONTHLY PEST INSPECTIO	36.50
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	473.03
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	110.63
	APRIL E SMALL	907-368-01	SUMBA	INSTRUCTOR FEE	56.00
	PAYFLEX	907-105-00	GROUP INSURANCE	JULY HSA FEE	6.50
	**PAYROLL EXPENSES		8/06/2020 - 8/18/2020		7,629.46
			TOTAL:		9,562.08
CONVENTION CENTER	USDA, RURAL DEVELOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER AUG 2020	3,351.00
				TOTAL:	3,351.00
SAFETY COMPLEX POLICE	MOUNTAINEER GAS COMPANY	975-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	0.00
				TOTAL:	0.00

COUNCIL REPORT OF UNPAID INVOICES

VENDOR	SAMT	DESCRIPTION
STATE EQUIPMENT	\$200.90	PINS FOR S 4 BACKHOE
WALMART	\$204.52	SHOP SUPPLIES, PRINTER, AS 18 MG, 952 XL BLACK
SCOTT ELECTRIC	\$190.75	CAT 5 DATA CABLE FOR THEATER
HARPERS LUMBER	\$1,134.25	DRY WALL GLUE, ROXUL SOUND PROOF FOR THEATER
FREDRICK LANGBEIN	\$55.75	CDL RENEWAL
LOWES	\$565.73	TEMP LIGHTING, HOLE SAW BIT, ROOF SEALANT, SUPPLIES FOR THEATER
LOWES	\$381.74	HOLE SAW BIT ANF TEMP LIGHTING, WALL PATCH FOR WATER LINE, PVC PIPE FOR THEATE
SOUTHER STATES	\$265.97	BOOTS FOR LIGGETT, GRASS SEED
LOWES	\$340.95	HOSE BARB FITTINGS, AC UNIT FOR OFFICE
LOWES	\$468.39	SAFTEY GLASSES, VELCRO STRIPS, EAR PLUGS, WEEDEATER STRING
STATE EQUIPMENT	\$198.15	IMPAC DRIVER SET
J F ALLEN	\$728.54	CARD KIT FOR WEEDEATER, 5 GAL OIL FOR KUBOTA MOWER, 2CYL OIL
RILEWAY	\$284.80	S7 LIMESTONE FOR BEDDING
CRITES ELECTRICAL	\$61.43	COPPER PLUMBING SUPPLIES
NAPA	\$150.85	12 BREAKER FOR THEATER
NAPA	\$32.09	SPLASH GUARD, BATTERY FOR S7 WATER TRUCK
		FITTINGS, HOSE FOR ROLLER

**Motion to approve the Consent Agenda was made by Albaugh/Reger. Motion carried.**

**F. Strategic Issues for Discussion and/or Vote**

**F.1 Approval Ordinance No. 446 State Building Code Update Adoption-2<sup>nd</sup> Reading/Final-**  
The City Attorney read the Ordinance by Caption.

ORDINANCE NO. 446 OF THE CITY OF BUCKHANNON, AN ORDINANCE  
AMENDING PRIOR ORDINANCES OF THE CITY OF BUCKHANNON  
BY PROVIDING FOR THE ADOPTION OF THE WEST VIRGINIA STATE BUILDING CODE SET FORTH  
AND DEFINED BY TITLE 87, SERIES 4 OF  
THE CODE OF STATE RULES, AS AMENDED; AND DECLARING AN EMERGENCY

WHEREAS, West Virginia Code §8-12-13 empowers municipalities to adopt building codes, but requires that any code adopted be the state building code as promulgated by the state fire commission; and,

WHEREAS, the City of Buckhannon has one year from the promulgation of said state building code in which to adopt the same; and,

WHEREAS, the Council of the City of Buckhannon passed and adopted Ordinance No. 377, being the City of Buckhannon's Electrical Inspection and Fire Protection Ordinance, on September 19, 2013, effective on October 19, 2013; and,

WHEREAS, the said Ordinance No. 377 was amended in certain respects by the provisions of Ordinance No. 378, including the imposition of a fee structure, effective February 1, 2014; and,

WHEREAS, Ordinance No. 398, effective January 16, 2016 placed into effect the 2015 edition of the International Property Maintenance Code, making certain amendments thereto and establishing further fee structures; and

WHEREAS, Ordinance No. 417, effective June 2, 2017, placed into effect the 2015 State Building Code, as demised therein; and

WHEREAS, Ordinance No. 436, effective April 18, 2019, placed into effect the International Building Code 2015 (with amendments), and other codes; and

WHEREAS, the State Fire Commission, pursuant to Legislative Rules promulgated by the Fire Marshal under West Virginia Code §29-3-5b, effective August 1, 2016, made certain changes to Title 87 – Series 4 which took effect August 1, 2020, and this Ordinance is adopted in order to provide for municipal adoption and enforcement of those same codes; and,

WHEREAS, the Office of the State Fire Marshall has adopted further updates to national standards and codes for commercial buildings; and,

WHEREAS, the Officer of the State Fire Marshall has required updated ordinances to be adopted and effective on or before August 1, 2020, otherwise "all building codes previously adopted by local jurisdictions are null and void", but receipt of this notice was not received with sufficient time for a regular ordinance to become effective under the required timeframe; and,

WHEREAS, public health and public safety require the uninterrupted effectiveness of the building codes adopted by the City, thus necessitating the declaration of an emergency under Section 16 of the Charter of the City of Buckhannon; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia insofar as matters concerning building codes, and wishes to remain under the existing State Building Code.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF BUCKHANNON, AS FOLLOWS:

**ARTICLE I - ADOPTION:** The Council of the City of Buckhannon hereby amends and reenacts Ordinance Nos. 378, 398, 417, 436, or any other ordinances previously adopted concerning building codes, by adopting and incorporating by reference, as if set out at length herein, for the purposes of safeguarding life and property and to ensure the quality of construction of all structures erected, renovated, or removed throughout the City, that certain code known as the State Building Code, set forth and defined by Legislative Rule Title 87, Series 4 of the West Virginia Code of State Rules, as amended, as promulgated by the West Virginia State Fire Marshal pursuant to authority granted in West Virginia Code § 29-3-5b.

The standards and requirements as set out and published by the International Code Council, and American National Standards Institute, and the National Fire Protection Association, as listed below, and as adopted by the State Fire Commission with an effective date of August 1, 2020, shall have the same force and effect as if set out verbatim herein:

- (1) Reference to the International Fire Code is substituted by NFPA Life Safety Code 2018 edition
- (2) The 2017 edition of the National Electric Code, NFPA 70
  - a. For renovations in one- and two- family homes where no new square footage is involved, arc-fault circuit interrupter (AFCI) protection shall not be required, except in bedrooms. For renovation in one- and two-family homes where square footage is added but no electrical service is installed, arc-fault circuit interrupter (AFCI) protection shall not be required.

**ARTICLE II – SEVERABILITY:** In the event that any provision of this Ordinance is determined to be unconstitutional or otherwise invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically determined to be unconstitutional or invalid.

**ARTICLE III – EFFECT UPON CITY ORDINANCE NOS. 378, 398, 417, 436 AND ANY AND ALL OTHER ORDINANCES OF THE CITY OF BUCKHANNON PREVIOUSLY ENACTED RESPECTING INSPECTIONS, PERMITS OR FEES:** The provisions of Ordinance Nos. 378, 398, 417, 436 and any and all other Ordinances of the City of Buckhannon previously adopted are hereby amended only to the extent of the provisions of this Ordinance; however, all provisions of previously adopted City ordinances, particularly Ordinance Nos. 378, 398, 417, and 436 of the City of Buckhannon, that are not expressly amended by this Ordinance, including their imposition of requirements for inspections, permits, and fees payable to the City, shall remain in full force and legal effect.

**ARTICLE IV – DECLARATION OF EMERGENCY AND EFFECTIVE DATE:** Pursuant to Section 16 of the Charter of the City of Buckhannon, the City Council does unanimously declare that public health and public safety demand the declaration of an emergency in the adoption of this ordinance, and that an emergency is hereby declared. This Ordinance shall take effect and be in full force immediately upon its passage by the Council of the City of Buckhannon on August 20, 2020.

FIRST READING:

August 6, 2020

SECOND READING, PASSAGE AND ADOPTION:

August 20, 2020



Robbie Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 446 was lawfully, and unanimously, ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on August 20, 2020.



Randall Sanders, City Recorder

**Motion to approve Ordinance No. 446 State Building Code Update Adoption on its 2nd and Final Reading was made bat Sanders/Albaugh. Motion Carried.**

**F.2 Discussion Committee Review of Personnel Policies** – Tabled until Executive Session  
Personnel Matters Per WV Code § 6-9A-4

**F.3 Approval to Accept Police Civil Service Commission List of Eligibles** – Action was taken earlier in the meeting.

**F.4 Approval COB Board Appointments & Committees FY 2020/2021**

**CITY OF BUCKHANNON APPOINTMENTS  
FISCAL YEAR 2020-2021**

Assistant City Recorder	Amberle Jenkins
Director of Finance/Administration	Amberle Jenkins
Director of Public Works	Jerry Arnold
Addressing Officer	Jerry Arnold
Chief of Police	Matthew Gregory
Fire Chief	J B Kimble
City Engineer	Jay Hollen
City Architect	Bryson VanNostrand Architects
Building Code Enforcement Officer	Vincent Smith
City Attorney	Tom O'Neill
Municipal Court Judge	Helen Echard
City Electrical Inspector	Vincent Smith
Section 504 Compliance Officer (ADA)	Brad Hawkins
SYCC Director	Debora Brockleman
Flood Plain Manager /CRS Coordinator	Jay Hollen
City Technology Officer	Richard Clemens
Information Coordinator/Grants Reseacher Writer	Callie Cronin-Sams
City HRM	Amberle Jenkins
Water Department Superintendent	Kelly Arnold
Waste Department Superintendent	Jeff Wamsley
Sanitary Department Superintendent	Bryan "Buck" Samples
Street Department & Parks Superintendent	Brad Hawkins

**Motion to approve the Administrative appointments as presented by the Mayor was made by Thomas/Albaugh. Motion carried.**

**WATER BOARD - 3 YEAR TERM**

Mayor, Chair	Term of Office
Don Nestor	2018-2021
Erasmio Rizo	2020-2023
Jack Reger, Council	Term of Office
Dave Thomas, Council	Term of Office
City Recorder	Term of Office - Non-Voting

**Motion to approve the Water Board appointments as presented by the Mayor was made by Albaugh/Bucklew. Motion carried with Reger/Thomas abstaining.**

**WASTE BOARD – 3 YEAR TERM**

Mayor, Chair	Term of Office
Scott Randall	2020-2023
Mary Albaugh, Council	Term of Office
City Recorder	Term of Office-Non-Voting

**Motion to approve the Waste Board appointments as presented by the Mayor was made by Sanders/Rylands. Motion carried with Albaugh abstaining.**

**SANITARY BOARD - 3 YEAR TERM**

Mayor, Chair	Term of Office
Gene Frye	2018-2021
Philip Loftis	2020-2023
City Recorder	Term of Office - Non-Voting

**Motion to approve the Sanitary Board appointments as presented by the Mayor was made by Rylands/Albaugh. Motion carried.**

**CONSOLIDATED PUBLIC WORKS BOARD- 2 YEAR TERM**

Mayor, Chair	Term of Office
City Recorder	Term of Office – Non-Voting
Pam Bucklew, Council	Term of Office
C J Rylands, Council	Term of Office
Nancy Shobe	2019-2021
Mark Waldo	2020-2022

**Motion to approve the Consolidated Public Works Board appointments as presented by the Mayor was made by Albaugh/Sanders. Motion carried with Thomas/Bucklew/Rylands abstaining.**

**POLICE CIVIL SERVICE COMMISSION- 4 YEAR TERM**

Alisa Lively, Chamber (D)	2018-2022
Jerry Henderson, FOP (R)	2018-2022
Mark Spencer, City (R)	2020-2024
City Recorder	Term of Office – Non-Voting

**Motion to approve the Police Civil Service Commission appointments as presented by the Mayor was made by Bucklew/Reger. Motion carried.**

**FIRE CIVIL SERVICE COMMISSION - 4 YEAR TERM**

Lanora Wentz, Chamber (R)	2018-2022
Robert Parker, Fire Dept (I)	2019-2023
Abigail Benjamin, City (R)	2018-2022
City Recorder	Term of Office – Non-Voting

No changes – No approval necessary

**ZONING BOARD OF APPEALS - 3 YEAR TERM**

Ann Livesay	2019-2022
Timothy Reese	2019-2022
Virginia “Gini” Jeran	2020-2023
Shauna Jones	2018-2021
Greg Bradley-Popovich	2019-2022

**Motion to approve the Zoning Board of Appeals appointments as presented by the Mayor was made by Thomas/Albaugh. Motion carried.**

**TELEVISION CABLE BOARD - 2 YEAR TERM**

Duwane Squires	2019-2021
Joey Slaughter	2020-2022
Tim Smith	2019-2021
City Recorder	Term of Office-Voting
Mayor, Chair	Term of Office
City Attorney	Non-Voting

**Motion to approve the Television Cable Board appointments as presented by the Mayor was made by Rylands/Thomas. Motion carried.**

**BUILDING COMMISSION**

Jeffery Harvey (D)	2020-2025
Renee Preston (I)	2017-2022 unexpired term Ray Rosencrance
Mark Hays (D)	2018-2023
Lewis Simmons (D)	2017-2022
Maureen Wilson (R)	2020-2025

**Motion to approve the Building Commission appointments as presented by the Mayor was made by Rylands/Albaugh. Motion carried.**

**HOUSING ENFORCEMENT BOARD**

Mayor, Chair	Term of Office -Voting Member
Jay Hollen City Engineer	Voting member
David Thomas, Council	Term of Office (At Large)-Voting Member
Susan McKisic, RN, BSN, Health Officer	Non-Voting Member
Vincent Smith, Buildingd Code Enforcement Officer	Non-Voting Member
J B Kimble, Fire Chief	Non-Voting Member

No changes – No approval necessary

**\*\*\* PENDING \*\*\***

**STOCKERT YOUTH CENTER- 2 YEAR TERM (11 Voting Members Ordinance #432)**

Mayor, Chair	Term of Office
City Recorder	Term of Office-Voting Member
Pamela Bucklew (Council)	Term of Office
Tammy Samples (Board of ED)	Term of Office
Sam Nolte (UCC)	Term of Office
TO EXPIRE Melissa Franke (WVWC)	2018-2020
TO EXPIRE Nancy Shobe (At Large)	2018-2020
TO EXPIRE Rob Rupp (At Large)	2018-2020
Don Nestor (At Large)	2019-2021
TO EXPIRE Pam Martin (At Large)	2018-2020
Troy "Buddy" Brady (At Large)	2019-2021

**PLANNING COMMISSION**

TO EXPIRE Catherine Cuppari	1 Year Term	2019-2020
TO EXPIRE Dean Everett	1 Year Term	2019-2020
TO EXPIRE Matt Kerner	2 Year Term	2018-2020
TO EXPIRE Jack Reger	2 Year Term	2018-2020
Rich Clemens	3 Year Term	2018-2021
Curtis Wilkerson	3 Year Term	2018-2021
Susan Aloï	3 Year Term	2018-2021
Vincent Smith, Zoning Officer	YEAR TO YEAR - Voting Member	
CJ Rylands, Council	YEAR TO YEAR - Voting Member	
City Recorder	YEAR TO YEAR - Non-Voting Member	

**HISTORIC LANDMARK COMMISSION – 2 YEAR TERM**

Vincent Smith, Chairman

Building Code Enforcement Officer

**NEED COUNCIL MEMBER Robbie Skinner (Council)      Term of Office**

Erika Klie Kolenich      2019-2021

Jamie O'Brien      2018-2020

**TO EXPIRE Kristy Wilkerson      2018-2020 (unexpired term of Jane Godwin)**

Noel Tenney      Non-Voting

**CHARLES GIBSON PUBLIC LIBRARY**

Susan Breathe      2 year term

William L. O'Brien      4 year term

Butch Rainey      3 year term

Martha Edgell      5 year term

Bethany Cupp Post      1 year term

**REGION VII PLANNING & DEVELOPMENT**

Mayor      Term of Office

**UPSHUR COUNTY RECREATION BOARD – 2 YEAR TERM-2 CITY APPOINTMENTS**

William Squires      2019-2021

Dennis Cortes      2019-2021

**UPSHUR COUNTY DEVELOPMENT AUTHORITY BOD'S & EXECUTIVE COMMITTEE**

Robbie Skinner-Mayor      Term of Office

**UPSHUR COUNTY BOARD OF HEALTH - 5 YEAR TERM**

Michael Livesay      2018-2023

**TO EXPIRE Larry Carpenter      2015-2020 HE REQUESTED TO BE RE-APPOINTED**

**UPSHUR COUNTY CONVENTION & VISTORS BUREAU**

Mary Albaugh, Council - City's Representative Term of Office

Lacy Ramsey, Jesterline - City's Tourism Rep 2018-2021

**AIRPORT AUTHORITY - 3 YEAR TERM**

Richard Clemens      City Appt      2018-2021

Brian Huffman      City Appt      2019-2022 Unexpired Term of Bill Thomas

Randy Sanders City Appt      2019-2022 Unexpired Term of CJ Rylands

**HOUSING AUTHORITY -5 YEAR TERM**

Jerry Wilfong      2018-2023

Rose M. Clutter      2017-2022

Helen Shields      2019-2024

Michael Livesay      2020-2025

Cathy Frye      2016-2021

**ANIMAL CARE AND CONTROL COMMISSION**

Mayor-Chair

Voting Member

Upshur/Lewis Animal Control Facility Rep, Elissa Mills

Voting Member

UC Resident, Alison Clausen

Voting Member

UC Resident, Robyn Keough

Voting Member

UC Resident, Lisa Critichfield

Voting Member

UC Veterinarian-Tonya Pickens

Non-Voting Member

DNR (Ex-Officio)

Non-Voting Member

Upshur County Dog Warden (Resource)

Non-Voting Member

City Recorder, Clerk

Non-Voting Member

City Attorney

Non-Voting Member

Animal Shelter

Non-Voting Member

**ARMORY MANAGERIAL COMMITTEE**

Director of Administration/Finance

Amberle Jenkins

**CHAMBER OF COMMERCE REP**

Director of Administration/Finance

Amberle Jenkins

**COUNCIL COMMITTEES**

Finance	All members of Council
Ordinance	All members of Council
Health	Mayor Mary Albaugh David Thomas
Fire	All members of Council
Police	All members of Council
Audit Procurement	Appointed at each audit

**GENERAL FUND REVENUE REVIEW COMMITTEE**

Mayor, Chair  
Council CJ Rylands  
Council Dave Thomas  
Amby Jenkins  
Barbara Hinkle

**CALEA POLICY REVIEW COMMITTEE**

BPD Chief Matt Gregory  
BPD Doug Loudin  
BFD Chief J B Kimble  
Mayor  
Council C J Rylands  
Jeff Harvey  
Amby Jenkins  
City Attorney

**CFIA POLICY REVIEW COMMITTEE**

BPD Chief Matt Gregory  
BFD Chief J B Kimble  
Mayor  
Council Member  
Jeff Harvey  
Amby Jenkins  
City Attorney  
Joey Baxa

**TECHNOLOGY COMMITTEE**

Jay Hollen  
Jerry Arnold  
Amby Jenkins  
Rich Clemens  
Phil Loftis  
Duwane Squires  
Seth Hoffman  
Randy Sanders



**F.5 Approval Resolution No. 2020-09-Support for Construction Phase Binky Poundstone Riverwalk Extension #4** – Action was taken earlier in the meeting.

**F.6 Approval to Accept Quote from Watch Guard for Police Department HD WiFi In Car & Body Camera Systems** – Action was taken earlier in the meeting.

**F.7 Approval Financing for Concrete Mixer and Silo** – Action was taken earlier in the meeting.

**F.8 Discussion/Possible Vote City Hall Roof** – Action was taken earlier in the meeting.

**F.9 Discussion/Possible Vote Access Road to UCDA Property at Brushy Fork Area** – Action was taken earlier in the meeting.

**G. Comments and Announcements**

- **Council Member Albaugh** – She feels bad for all those who have been dealing with Suddenlink regarding all the recent changes. The Mayor addressed the problem as well and feels we need to do some research on the issue.
- **Council Member Bucklew** – She extended her condolences to Callie Cronin-Sams whose grandmother recently died.
- **Council Member Rylands** – Mr. Rylands discussed the need to explore the extensions to the River Walk Trail and recommended that we connect the current trails to the downtown area. The study is on hold and he hopes that it will be funded, and all options reviewed to achieve the extensions.
- **Council Member Thomas** – Mr. Thomas mentioned that there was a problem at the Animal Shelter and feels that attention should be given to the situation.
- **Council Member Reger** – Mr. Reger discussed deferred maintenance and recommended that we not put this off too long as the needs of our structures will only worsen.
- **City Recorder Sanders** – Mr. Sanders discussed the upcoming West Virginia Municipal League Virtual Conference that is scheduled for September 24, 2020 and recommended that all Council Members participate. He also informed Council that Buckhannon's bid to host the World Association of Marching Bands World Championships 2023 is just about complete.

**H. Mayor's Comments and Announcements** – The Mayor thanked all our employees throughout the City for their great work and to Channel 3 for once again broadcasting the Council Meeting. He reminded Council of the Executive Session –Personnel Matters Per WV Code § 6-9A-4 to follow.

**Motion to adjourn from regular session at 9:15 PM was made by Albaugh/Rylands. Motion carried.**

**I. Executive Session –Personnel Matters Per WV Code § 6-9A-4 –**

**Motion for Council to go into Executive Session, to discuss personnel matters per WV Code § 6-9A-4, was made by Albaugh/Rylands at 9:25. Motion carried.**

**J. Adjournment** – Motion to adjourn from Executive Session at 9:55 PM was made by Albaugh/Rylands. Motion carried.

**Mayor Robert N. Skinner III**

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**City Recorder Randall H. Sanders**

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