

STATE OF WEST VIRGINIA; COUNTY OF UPSHUR; CITY OF BUCKHANNON: TO-WIT:

A scheduled meeting of the Consolidated Public Works Board was held at Buckhannon City Hall, 70 East Main Street, on Thursday, September 27, 2018 at 4:00 p.m. with the following in attendance:

Mayor	David McCauley	Present
Recorder	Colin Reger	Absent
Board Member	Pamela Cuppari	Present
Board Member	CJ Rylands	Present
Board Member	Mark Waldo	Present
Board Member	Nancy Shobe	Absent
Director of Public Works	Jerry Arnold	Present
Director of Finance/Admin/Ass't Recorder	Amberle Jenkins	Present
City Engineer	Jay Hollen	Present
Street Superintendent	Bradley Hawkins	Present

Also in attendance- Aleta Harris, Dalton Rowan and Bryson VanNostrand.

Meeting Agenda Posted 09/24/18

***City of Buckhannon Consolidated Public Works Board -4:00 p.m. in Council Chambers
Meeting Agenda for Thursday, September 27, 2018***

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guest
- C. Department Report
 - C.1 Bradley Hawkins
- D. Financial Report-Amberle Jenkins
 - D.1 August 2018
- E. Correspondence and Information
 - E.1 Reschedule CPWB meeting of October 25 to Tuesday, October 23 to accommodate WVML Meeting
 - E.2 Letters from Robert O'Brien RE: Cooper Street
 - E.3 Route 20 Railroad Track Crossing Update
 - E.4 Executed Letter of Understanding-Trader's Alley Wall-COB & John Moss
- F. Consent Agenda
 - F.1 Approval of Minutes- Regular Meeting 08/23/2018
 - F.2 Event Request-Meet & Greet You Tube Entertainment-Jawbone Park-Oct 6th
 - F.3 Event Request-Spooky Photo Scavenger Hunt-Lewis Upshur Animal Shelter-Jawbone Park-Oct 13th
 - F.4 Event Request-Fall Fest Hayrides- Pumpkin Patch Chapel Hill UMC- Oct 20th
 - F.5 Event Request-Annie Smiles Crazy Sock 5K-Oct 21st
 - F.6 Event Request-Union Elementary School 5K-Oct 27th
 - F.7 Event Request-Veterans Day Parade-American Legion Post 7 & VFW Post 3663-Nov 12th
 - F.8 Event Request-BFD Christmas Parade-Dec 7th & BFD Golf Ball Drop *date to be determined*
- G. Strategic Issues for discussion and vote
 - G.1 Discussion-Trader's Alley Update: Wall and Art
 - G.2 Discussion-Trader's Alley Speed Limit & Traffic Direction
 - G.3 Discussion-Paid Parking Lot 3
 - G.4 Request WVWC-No Parking Signage in areas RE: Response to Emergency
 - G.5 Discussion NBRFP Grant Overage
 - G.6 Set Date to Reschedule & Merge the November & December CPWB Meetings due to Holiday
 - G.7 Discussion-Wreaths Across American Celebration-Nov 16th- City Participation in helping at Veterans Section of Heavner Cemetery
 - G.8 Discussion-Buccaneer Trucking-Marion/Camden Corners
 - G.9 Discussion-Jawbone Park Bulletin Board
 - G.10 Discussion-Gateway West Transportation Enhancement Project-Various Letters & Documents
- II. Board Members Comments and Announcements
- I. Adjournment

POSTED 09/24/18

Next meeting date Tuesday, October 23, 2018 at 4pm

Mayor McCauley called the meeting to order led by a moment of silence and pledge to the US Flag.

Mayor McCauley recognized guests who were present to speak on item F.5 Event request-Annie Smiles Crazy Sock 5K-Oct 21st

Motion Waldo/Cuppari to move item F.5 from Consent Agenda for action. Motion carried.

Guests-Harris and Rowan explained the fund raiser will be held to assist with medical bills in which health insurance will not cover. First Aid Kits will be available throughout the 5K route. Parking plan is for participates to park at the Riverwalk.

Oct 21, 2018

City of Buckhannon
Event Request Form

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

Name of Event: Annie Smiles Crazy Sock 5K Person in Charge of Event: Dalton Rowan
 Type of Event: 5K Run/Walk
 Date of Event: 10-21-18 Start Time: 7am End Time: 10am
 Name of Sponsoring Organization: Annie Smiles Foundation
 Address: 247 Maple Ave. Philippi WV State: 264116 Zip
 Signature of Person in Charge of Event: Dalton Rowan Phone No: 304-517-3011
 Location of Event: Buckhannon, WV If event is a 5K include City approved route number: N/A
 (If yes attach list) Circle

1 Will any streets be closed? Yes No
 2 Will there be vendors? Yes No
 3 Will there be a first-aid station/ medical staff? Yes No
 4 Is there a parking plan? Yes No
 5 Will there be security? Yes No

Please list contact information for any additional key staff members: _____

UNLESS AUTHORIZED BY CITY COUNCIL, MARKING EVENTS COURSES MUST BE MADE WITH REMOVABLE TAPE. IT MUST NOT INTERFERE OR CONFLICT WITH ANY TRAFFIC OR UTILITY SIGNS OR SIGNALS. MARKINGS MUST IMMEDIATELY BE REMOVED AS THE EVENT IS CONCLUDING. PAINT & CHALK ARE PROHIBITED. EVENT SIGNS MUST BE DISTINGUISHABLE FROM TRAFFIC SIGNS AND REQUIRE THE NAME OF THE EVENT SPONSOR ON THE SIGN. MARKINGS & SIGNS THAT ARE NOT PROMPTLY REMOVED AFTER THE EVENT, WILL BE REMOVED BY CITY PERSONNEL AND PERSON(S) MARKING APPLICATION FOR THE EVENT WILL BE BILLED FOR ANY LABOR & MATERIALS.

Date Received: 9-5-18 Office Use Date Presented to Board/Council: CPWB 9/19/18
 Approved by: _____ Denied: _____ (attach reason for denial)
 If closing Main Street a WVDOH Permit must be obtained.
 WVDOH Permit Approved: Yes No WVDOH Permit No: _____
 Will pre-event meeting be required? Yes/No
 (circle attendees)
 Police Dept. File Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering
 Administrator Mayor O&M Director Other: _____ REV 11-30-17

Motion Rylands/Waldo to approve event request as submitted. Motion carried.

Department Report: Street Superintendent Bradley Hawkins reported the following:

- The street crew continues to work on Trader's Alley project- retaining wall. The telephone company is scheduled to move a pole next week.
- Street crew worked on insulation in the theatre.
- Mayor McCauley reported that he met with Greg Hefner of First Energy to discuss possible donation toward Colonial Theatre fund.

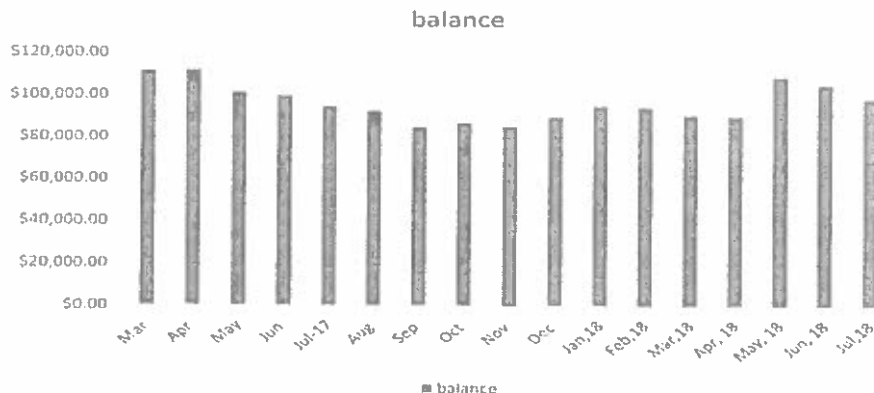
Financial Report: Director of Finance and Administration-Amberle Jenkins reported on the following:

**CONSOLIDATED PUBLIC WORKS BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance August 31, 2018

Money market & checking \$ 98,601.98

Cemetery CD and savings \$ 227,621.77



9/27/2018 12:25 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2018

001 CEMETAL PUBLIC WORKS

% OF YEAR COMPLETED: 16.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUEGET BALANCE	% YTD BUDGET
OTHER FEES						
091 340 000 01 DONATION BEAUTIFICATION U	60	11.00	21.00	0.00	39.00	35.00
093 340 000 02 DONATION DOG PARK UTIL&PRI	60	992.00	1,077.00	0.00	1,017.00	1,795.00
093 342 000 00 PARKING METERS LOT 1	0	0.00	0.00	0.00	0.00	0.00
091 342 000 01 PARK PEN.LOT 1	0	0.00	0.00	0.00	0.00	0.00
091 342 000 02 LOT 1 STICKERS	0	0.00	0.00	0.00	0.00	0.00
091 343 000 00 PARKING METERS LOT 2	0	0.00	0.00	0.00	0.00	0.00
091 343 000 01 PARK PEN.LOT 2	0	0.00	0.00	0.00	0.00	0.00
091 343 000 02 STICKERS LOT 2	0	0.00	0.00	0.00	0.00	0.00
091 344 000 00 PARKING METERS LOT 3	20	0.00	63.00	0.00	63.00	415.00
091 344 000 01 PARK PEN.LOT 3	100	0.00	0.00	0.00	100.00	0.00
091 344 000 02 STICKERS LOT 3	800	75.00	475.00	0.00	425.00	59.38
091 345 000 00 PARKING METERS LOT 4	0	0.00	0.00	0.00	0.00	0.00
091 345 000 01 PARK PEN.LOT 4	0	0.00	0.00	0.00	0.00	0.00
091 345 000 02 STICKERS LOT 4	0	0.00	0.00	0.00	0.00	0.00
091 346 000 00 PARKING METERS ON STREET	0	0.00	0.00	0.00	0.00	0.00
091 346 000 01 PARK PEN.ON STREET	5,000	475.00	500.00	0.00	4,500.00	10.00
091 347 000 00 OPENING & CLOSING GRAVES	30,000	3,000.00	4,800.00	0.00	25,200.00	16.00
091 347 000 01 SALE OF LOTS	10,000	400.00	700.00	0.00	9,300.00	7.00
091 347 000 02 PLACEMENT OF MARKERS	1,500	100.00	100.00	0.00	1,400.00	6.67
091 349 000 01 PARK PEN.LOT 6	0	0.00	0.00	0.00	0.00	0.00
091 349 000 02 STICKERS LOT 6	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER FEES	46,040	5,053.00	7,756.00	0.00	40,284.00	16.14
GRANTS						
091 366 000 00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
091 367 000 01 HOTEL OCCUPANCY TAX	45,000	6,117.35	11,721.68	0.00	33,278.32	26.05
091 368 000 00 RENTAL OF PAVILION	5,000	880.00	1,640.00	0.00	3,360.00	32.80
TOTAL GRANTS	50,000	6,997.35	13,361.68	0.00	36,638.32	26.72
OTHER REVENUE						
091 390 000 00 INTEREST	50	3.19	6.59	0.00	43.41	13.18
091 399 000 00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
091 399 000 02 LOCATIONS BEAUTY/GARDENS	0	0.00	0.00	0.00	0.00	0.00
091 399 000 03 CONTRIB FROM GENERAL FUND	25,000	0.00	0.00	0.00	25,000.00	0.00
091 399 000 04 COMMUNITY ENHANCE DONATIO	0	300.00	300.00	0.00	300.00	0.00
TOTAL OTHER REVENUE	25,050	303.19	306.59	0.00	24,743.41	1.22
TOTAL REVENUE	123,090	12,353.54	21,424.27	0.00	101,665.73	17.41

9/27/2018 12:25 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2018

001 CEMETAL PUBLIC WORKS

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUEGET BALANCE	% YTD BUDGET
BAD DEBT						
091 500 000 00 BAD DEBT EXPENSE/INTEREST	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
BOARD						
SALARIES & BENEFITS						
091 700 101 00 BOARD SALARIES	16,200	1,350.00	2,700.00	0.00	13,500.00	16.67
091 700 102 00 SALARIES	21,740	3,895.37	5,292.99	0.00	16,447.01	24.35
091 700 103 01 FLOWER SALARIES	46,350	5,685.11	12,768.41	0.00	33,581.59	27.55
091 700 104 00 FICA TAX	3,550	744.71	1,588.33	0.00	1,961.70	44.74
091 700 105 00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
091 700 106 00 GROUP RETIREMENT	1,400	94.14	197.50	0.00	1,202.50	14.11
091 700 106 01 CONSOLIDATED RETIREMENT	2,700	399.19	411.48	0.00	2,288.52	15.24
TOTAL SALARIES & BENEFITS	91,940	10,771.72	22,950.68	0.00	68,989.32	24.97
CONTRACTUAL SERVICES						
091 700 214 00 DRESS UNIFORMS	0	0.00	0.00	0.00	0.00	0.00
091 700 225 00 LOT 4 EXPENSE	0	0.00	0.00	0.00	0.00	0.00
091 700 226 00 INSURANCE & BONDS	13,000	170.11	2,061.97	0.00	8,938.03	18.75
TOTAL CONTRACTUAL SERVICES	13,000	170.11	2,061.97	0.00	8,938.03	18.75
COMMODITIES						
091 700 340 00 CAT & SUPP - STONY DEATH	0	0.00	0.00	0.00	0.00	0.00
091 700 341 00 CAT & SUPP - CEMETERY	15,000	0.00	0.00	1,420.00	13,580.00	9.37
091 700 342 00 CAT & SUPP - PARKING	5,150	177.02	376.22	0.00	4,773.78	5.36
091 700 343 00 WASTE/PROP PARMS	15,000	1,104.53	2,026.52	02.00	12,891.48	14.05
091 700 343 01 DOG PARK EXP	0	0.00	0.00	0.00	0.00	0.00
091 700 344 00 SUPPL SUPPLIES	5,000	490.68	860.22	0.00	4,139.78	17.20
091 700 345 00 TREE MAINTENANCE	10,000	0.00	0.00	0.00	10,000.00	0.00
091 700 346 00 COMMUNITY ENHANCE DONATIO	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	50,150	1,771.63	4,162.96	1,502.00	45,485.04	9.10
CAPITAL OUTLAY						
091 700 404 00 HOTEL HOTEL (FLOWERS)	16,000	43.57	106.57	0.00	15,893.43	0.67
091 700 405 00 CONTRACT BIRMING CEMETERY	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	16,000	43.57	106.57	0.00	15,893.43	0.67
CONTRIBUTIONS						
091 700 500 00 DEPRECIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

CITY OF BUCKHARCH
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: AUGUST 31ST, 2018

003-COMM-PUBLIC WORKS

1 OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	1 YTD BUDDGT
NON-OPERATING EXPENSES						
003-700-999-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BOARD	169,090	12,757.03	28,290.10	1,502.00	139,297.82	17.62
TOTAL EXPENDITURES	169,090	12,757.03	28,290.10	1,502.00	139,297.82	17.62
REVENUE OVER/(UNDER) EXPENDITURES	(16,000)	(403.49)	(6,865.91)	(1,502.00)	(37,632.09)	18.19

DEPARTMENT	VECTOR DATE	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	45.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	141.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00
003	8/28/2018	700-112-00	MATERIALS	11809-0477-0-0-0-ELECTRICAL	1.00

DISBURSEMENT 8-01-18 TO 08-31-18

003-COMM-PUBLIC WORKS

DEPARTMENT	VECTOR DATE	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
			**PAYROLL EXPENSES	8/01/2018 - 8/31/2018	5,334.68
				TOTAL:	12,757.03

Motion Rylands/Waldo to approve the financial report as submitted. Motion carried.

Correspondence:

E.1 Reschedule CPWB meeting of October 25 to Tuesday, October 23 to accommodate WVML Meeting

E.2 Letters from Robert O'Brien RE: Cooper Street-

September 12, 2018

David McCauley
Mayor
70 East Main Street
Buckhannon City Hall
Buckhannon, WV 26201

Mayor McCauley:

I noticed my concerned neighbor was mowing his yard on Friday afternoon, and I photographed him (Photo #1). I heard him trimming on Saturday morning, and when I went outside I saw my yellow string was broken loose on my property (photo # 2). On Saturday morning a patch was mowed by the neighbor and a pine branch moved someplace also on my property (photo #3). So I did some mowing in the afternoon, and it is a problem because there is much damage and my riding lawn mower causes me to bounce around.

This is not serious damage, but in those weeks of episodes I do not know how many times it will go on, and I do not know how long it will go in dealing with this. The police have done nothing to the person who is concerned to deal with my property. The prosecutor refused to do anything, and the city police and I am just waiting for when a more serious problem comes up.

I went to Harbor Freight and bought a heavy plastic cord and some bricks to make it as a fence on the property line. I have added signs Keep Out.

Mayor McCauley, you have delayed and delayed repeatedly and I do not know when the problem will occur again or how serious it will be the next time. With my repeated photos, you see that it keeps getting worse with each episode. We do not know how far the damage will go and how long the police will ignore it.

Robert J. O'Brien
11 Cooper Street
Buckhannon, WV 26201
304-472-2456

11 Cooper Street
Buckhannon, WV 26201

Robert J. O'Brien

304-472-2456

September 19, 2018

David McCauley
Mayor
Buckhannon City Hall
70 East Main Street
Buckhannon, WV 26201

Mayor McCauley:

The coiled metal tape identifies the metal post where my property begins. Twelve feet from my post over to the curb is where city property is to be mowed. Photo #1 shows the tape at the remote end of that metal post, and photo # 2 shows the measurement of 12 feet.

Photo #3 shows the condition in the extended part of the street. Photo #4 identifies the tall bushes next to the tree.

A large hole is located further down from the end of the extended street which is a danger for anyone walking around the area. Photo #5 shows the large hole.

Isn't that city property to be taken care of?

Robert O'Brien

cc: Brad Hawkins

E.3 Route 20 Railroad Track Crossing Update -Engineer Hollen further commented on the temporary railroad crossing repair that will be done next week. Per telephone conversation with Stony Bishop-A&O Railroad:

1. Within the next two to three weeks (weather dependent), A&O is planning on making temporary repairs, via an asphalt binder and overlay(s) method, to level out the asphalt approaches and medians.
2. He is in contact with the WVDOH to see if some monetary assistance can be provided by them to assist A&O with the permanent repair next year.
3. He is currently looking into the Omni Crossing railroad track crossing system (which, according to Stony, is the second best railroad track crossing system behind the StarTrack pre-engineered track support system and better than the proposed concrete railroad track crossing that was proposed in 2015)
4. The permanent repair is scheduled, at this time, for either 2Q or 3Q of 2019.

E.4 Executed Letter of Understanding-Trader's Alley Wall-COB & John Moss-City A269

August 31, 2018

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

RE: Letter of Understanding – Trader's Alley Wall

Dear Mr. Moss:

Thank you for meeting with me on August 30 to further discuss our continuing partnering and progress on the improvements to Trader's Alley. As you will appreciate, the only way that this project has been able to successfully proceed is through the universal collaboration that our City administration has received from all of the property owners up and down Trader's Alley. Through your cooperation and partnering, along with that of Travis Foster, Cross-Fit Gym, Davis Health, Chapman Technical Group, the Newman heirs, and Bryson VanNostrand, we have been able to complete nearly 90% of the necessary sidewalk improvements to date respecting Trader's Alley and Milkman Lane. Everyone with our City thanks you and the other property owners for your support and partnering with us to improve our downtown.

In addition to the sidewalks and future paving of Trader's Alley and Milkman Lane, another key element of our project involves the wall that runs along a portion of your property on Trader's Alley. When we entered into our first memorandum of understanding with you last year after our various discussions, our City planners had hoped to use the base of the former wall and make modifications to it to achieve our desired end result, i.e., a wall with steel inserts supporting lights, art, and plantings. As you know, the former wall was greatly compromised structurally and for safety reasons had to be removed in its entirety. Now, the City needs to construct a new wall and I have been advised that perhaps the pouring of 40 yards of concrete will be involved to establish this new wall.

To be clear, some fairly substantial work that was not originally anticipated, now will be required to assure the safe, traveled path of Trader's Alley to create stability and security for vehicular and pedestrian use all through the establishment of a new "Moss wall." During our meeting yesterday, we agreed to the following terms of our arrangement concerning the wall, these terms intending to compliment our earlier memorandum of understanding.

First, upon completion of our project and reconstruction of the new wall in particular, you shall retain the same ownership of the property upon which the new wall will set as you enjoyed with the old wall, however, the City will be vested with a permanent and exclusive easement to design, fabricate, construct, maintain, improve, reconstruct, repair, and make modifications to the new wall. The more formal easement that will be tendered to you later this year will be prepared by our City Attorney after our project is completed. Of course, the easement will be prepared by the City at no cost or expense to you. To be clear, all future liability associated with the design and structural facets of the wall will be borne by the City of Buckhannon. Future improvements and modifications to the new wall will be undertaken by the City exclusively.

Second, all cost and expense associated with the design, fabrication, construction, and future maintenance, improvement, reconstruction, repair, and any future modifications to the wall shall be solely that of the City of Buckhannon.

Third, the new wall will possess a lighting component, however, all necessary materials and labor to achieve the completed, electrical work to realize lighting will be undertaken by the City at the City's exclusive cost and expense. The monthly expense of lighting will be established in such a way that the metered use of electricity will be billed directly to and paid for by the City. The City will enjoy a utility easement through the new wall for any and all electrical or other wiring.

Fourth, the new wall will be slightly extended in length from the previous wall that was razed, about an additional six feet or so and proceeding southerly down the eastern side of Trader's Alley to a point that is essentially directly across the alley from the southeastern corner of the Cross-Fit Gym building. The sidewalk that has yet to be poured in the area of your driveway access from your parking lot to Trader's Alley- will be constructed and maintained by the City to assure continued, easy vehicular and pedestrian access to and from your abutting property. As we walked the site yesterday, we concluded that there would be approximately a 25' wide point of entry from your driveway to Trader's Alley. Once again, all cost and expense of this work will be undertaken at the City's exclusive cost and expense.

Fifth, and as an aside to our wall project, the City will install a locked gate between the Newman building that formerly housed Dollar General, and your building located toward the lower end of Trader's Alley. Keys to the gate will be provided to both property owners as well as one retained by the City. The purpose of securing this narrow corridor is to eliminate the mischief and illicit conduct that has been observed there. This area further has been a trash dump site and of course we all seek to improve the appearance going up and down Trader's Alley. This gate element to our project also will be undertaken at the exclusive cost and expense of the City. Naturally we all seek to establish a safe, secure, clean, and attractive area for people traveling up and down our new and improved Trader's Alley.

Sixth, on Saturday, October 13, and weather permitting, our community will conduct its inaugural Community Unity & Kindness Day, i.e., a day of service to our community. We anticipate the participation of hundreds of volunteers all supervised by City employees and other supervisory participants. I mentioned to you the opportunity to participate concerning improvements to your building located adjacent to Trader's Alley and particularly that portion of your building that is currently in need of painting. Our plan will be to establish as one of our service tasks, the completion of painting of your building along Trader's Alley. I propose that you secure the paint, and our service workers will provide the labor, equipment, and other necessary materials to finish painting that portion of your building located beside Trader's Alley. Our Public Works Director, Jerry Arnold will coordinate this facet of our collaboration as we get closer to October 13. You also mentioned your intention to replace the broken trellis that comprises a portion of your building, and naturally we will appreciate that improvement and any others you may undertake that will beautify the traveled path of Trader's Alley.

If the terms of this letter accurately set forth those matters upon which we have reached agreement, please execute your signature in the space provided below. I note that I have prepared duplicate originals of this letter of understanding, one of which will be retained by you, and the other of which will be retained by the City. Again, we appreciate your continuing commitment to partner with our City to improve our downtown John!

Very truly yours,



David W. McCauley, Mayor & Chair of the City's
Consolidated Public Works Board

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

APPROVED: _____

John Moss

DATED: _____

9/5

2018

Consent Agenda:

F.1 Approval of Minutes- Regular Meeting 08/23/2018

F.2 Event Request-Meet & Greet You Tube Entertainment-lawbone Park-Oct 6th

**City of Buckhannon
Event Request Form**

Oct 6, 2018

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

Name of Event: Meet & Greet You Tube Entertainers Person in Charge of Event: Jenna Poffle
 Type of Event: Youtubers and fans get to meet and social
 Date of Event: Oct 6, 2018 Start Time: 3pm End Time: 9pm
 Name of Sponsoring Organization: Youtube Entertainment
 Address: City Bkn City WV State 26201 Zip
 Signature of Person in Charge of Event: Jenna Poffle Phone No: 608-587-6312
 Location of Event: Jawbone Park If event is a SK include City approved route number _____

(If yes attach list)

Circle

- 1. Will any streets be closed? Yes/No No
- 2. Will there be vendors? Yes/No No
- 3. Will there be a first-aid station/ medical staff? Yes/No No
- 4. Is there a parking plan? Yes/No No
- 5. Will there be security? Yes/No No

Please list contact information for any additional key staff members: Self 608-587-6312

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Office Use
 Date Received: July 29, 2018 Date Presented to Board/Council: 9/20/18 CPWB
 Approved by: _____ Denied: _____ (attach reason for denial)
If closing Main Street a WDDOH Permit must be obtained.
 WDDOH Permit Approved: Yes No _____ WDDOH Permit No: _____
 Will pre-event meeting be required? Yes/No _____
 (circle attendees)
 Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering
 Administrator Mayor OEM Director Other: _____ REV 11-30-17

F.3 Event Request-Spooky Photo Scavenger Hunt-Lewis Upshur Animal Shelter-Jawbone Park-Oct 13th

**City of Buckhannon
Event Request Form**

Oct 13, 2018

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

Name of Event: Spooky Photo Scavenger Hunt Person in Charge of Event: Carol Cook
 Type of Event: Fund raiser for Lewis Upshur animal shelter w/ 4 animals
 Date of Event: Oct 13th Start Time: 6:30pm End Time: 9pm
 Name of Sponsoring Organization: Lewis Upshur animal Shelter
 Address: Mellick Rd Buckhannon WV 26201 City WV State 26201 Zip
 Signature of Person in Charge of Event: Carol Cook Phone No: 516 890 6516
 Location of Event: Jawbone Park If event is a SK include City approved route number _____
Registration & Award Ceremony Carol Cook - 678 4100.com
 (If yes attach list) Circle

- 1. Will any streets be closed? Yes/No No
- 2. Will there be vendors? Yes/No No
- 3. Will there be a first-aid station/ medical staff? Yes/No No
- 4. Is there a parking plan? Yes/No No
- 5. Will there be security? Yes/No No

Please list contact information for any additional key staff members: _____

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Office Use
 Date Received: 9/14/18 Date Presented to Board/Council: CPWB 9/20/18
 Approved by: _____ Denied: _____ (attach reason for denial)
If closing Main Street a WDDOH Permit must be obtained.
 WDDOH Permit Approved: Yes No _____ WDDOH Permit No: _____
 Will pre-event meeting be required? Yes/No _____
 (circle attendees)
 Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering
 Administrator Mayor OEM Director Other: _____ REV 11-30-17

F.4 Event Request-Fall Fest Hayrides- Pumpkin Patch Chapel Hill UMC- Oct 20th

Oct 10, 2018

**City of Buckhannon
Event Request Form**

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



CELEBRATING 150 YEARS OF CHRISTIAN LOVE FOR ALL

Name of Event: Fall Fest Hayrides Person in Charge of Event: Rise Hamilton
 Type of Event: Hayrides
 Date of Event: Oct 20, 2018 Start Time: 10 am End Time: 1 pm
 Name of Sponsoring Organization: Chapel Hill UMC
 Address: 585 Kanawha St Buckhannon WV 26201
 City State Zip
 Signature of Person in Charge of Event: [Signature] Phone No: 304 472-6904
 Location of Event: Chapel Hill + city streets If event is a 5K include City approved route number _____

August 30, 2018

To: Mayor David McCasley
City Hall

Dear Mayor David McCasley and Consolidated Board,

This letter serves as a request to have hayrides every half hour beginning at 10am on October 20 and ending at 1pm for a Fall Festival that Chapel Hill is holding in our pumpkin patch. The route is about a mile and travels down Hart St, Florida to Latham St, Latham to Sedgwick St, Sedgwick to College Ave, left on College and around to Camden Ave, Camden Ave to Florida St, Florida St to Victoria St, Victoria to the alley leading into the parking lot at Chapel Hill. The event is free to all.

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

Please list contact information for any additional key staff members: _____

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Office Use
 Date Received: 8/30/18 Date Presented to Board/Council: 9/13/18 CPWB
 Approved by: _____ Denied: _____ (attach reason for denial)
 If closing Main Street a WVDOT Permit must be obtained.
 WVDOT Permit Approved: Yes No WVDOT Permit No: _____
 Will pre-event meeting be required? Yes/No
 (circle attendees)
 Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering
 Administrator Mayor OEM Director Other: _____ REV 11-30-17

Respectfully,
[Signature]
 Rise Hamilton
 Director of Christian Education
 304 613 8599
 riseham@jmc.com

F.5 Event Request-Annie Smiles Crazy Sock 5K-Oct 21st - Already addressed above
F.6 Event Request-Union Elementary School Halloween 5K-Oct 27th

**City of Buckhannon
Event Request Form**

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

Name of Event: 5th of Union Elementary Person in Charge of Event: Megan A. Bacon
 Type of Event: 5K
 Date of Event: 10/27/18 Start Time: 9:00 am End Time: 11:00 am
 Name of Sponsoring Organization: Union Elementary
 Address: 481 Heaven Grove Road WV 26201
 City State Zip
 Signature of Person in Charge of Event: [Signature] Phone No: 304-439-4589
 Location of Event: WWC chapel loop If event is a 5K include City approved route number _____

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

Please list contact information for any additional key staff members: _____

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Office Use
 Date Received: 9/12/18 Date Presented to Board/Council: CPWB 9/17/18
 Approved by: _____ Denied: _____ (attach reason for denial)
 If closing Main Street a WVDOT Permit must be obtained.
 WVDOT Permit Approved: Yes No WVDOT Permit No: _____
 Will pre-event meeting be required? Yes/No
 (circle attendees)
 Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering

F.7 Event Request-Veterans Day Parade-American Legion Post 7 & VFW Post 3663-Nov 12th

Nov 12 2018

City of Buckhannon
Event Request Form

All requests to hold events should be submitted at least 30 to 60 days in advance of event date prior to the next Consolidated Public Works Board meeting in order to be considered for approval. CPWB meets the fourth Thursday of each month at 4:00 pm at City Hall.

VETERANS DAY, MONDAY, NOVEMBER 12TH, 2018
HONORING ALL VETERANS

Name of Event: Veterans Day Parade Person in Charge of Event: Mary Albaugh Larry Brown
Type of Event: Honoring Veterans of the Community
Date of Event: Nov. 12/2018 Start Time: 9:00 AM End Time: 10:30 AM
Name of Sponsoring Organization: VFW's American Legion
Address: 6 S Kanawha St Buckhannon WV 26001
City State Zip

Post Commander Larry Brown of the VFW-3663/Commander of the Upshur County Honor Guard and Post Commander Robert Post of the American Legion Post #0007 extend their personal invitation to ALL VETERANS of the community to participate. If you are a veteran and are not a current member of the Veterans of Foreign Wars, American Legion or Disabled American Veteran we encourage you to join us. We, as Veteran Organizations are stronger in numbers!

Signature of Person in Charge of Event: Mary Albaugh Phone No: 304-516-5240
Location of Event: Parade Route Paved + Jawbone Park If event is a SR include City approved route number (If yes attach list) Circle

This invitation is extended to the members of our community, any and all organizations, schools, churches, any and all youth groups, re-enactments, antique cars, specialty groups, and all others who want to participate in the parade to HONOR THE VETERANS of our community and to promote Americanism and Patriotism.

- 1. Will any streets be closed? Yes/No
- 2. Will there be vendors? Yes/No
- 3. Will there be a first-aid station/medical staff? Yes/No
- 4. Is there a parking plan? Yes/No
- 5. Will there be security? Yes/No

This year the Veteran's Day Parade will take place on Monday, November 12th, 2018. There is no sign up or registration process. The BUHS band will lead the parade. All veterans who are walking will be at the head of the line. Veterans who are riding in vehicles will follow. Be sure to make a sign for your vehicle to identify your veteran!

Please list contact information for any additional key staff members: Post Commander VFW

The parade line up will begin at 9:00 am the Gibson Library! The Veterans Day Parade will begin at 9:30 am traveling West on Main Street, Buckhannon and go directly towards the Courthouse. Turning left on Chancellor Street, turning left on Coleman St., crossing Kanawha Street to Spring Street and ending at Jawbone Park at the "Walk of Valor". A short patriotic program will be held there to salute all veterans who have served and are still serving.

UNLESS AUTHORIZED BY CITY COUNCIL, MARKING EVENTS COURSES MUST BE MADE WITH REMOVABLE TAPE. IT MUST NOT INTERFERE OR CONFLICT WITH ANY TRAFFIC OR UTILITY SIGNS OR SIGNALS. MARKINGS MUST IMMEDIATELY BE REMOVED AS THE EVENT IS CONCLUDING. PAINT & CHALK ARE PROHIBITED. EVENT SIGNS MUST BE DISTINGUISHABLE FROM TRAFFIC SIGNS AND REQUIRE THE NAME OF THE EVENT SPONSOR ON THE SIGN. MARKINGS & SIGNS THAT ARE NOT PROMPTLY REMOVED AFTER THE EVENT, WILL BE REMOVED BY CITY PERSONNEL AND PERSON(S) MAKING APPLICATION FOR THE EVENT WILL BE BILLED FOR ANY LABOR & MATERIALS.

Office Use
Date Received: 8/29/18 Date Presented to Board/Council: 9/27/18 CPWB
Approved by: _____ Denied: _____ (attach reason for denial)

Post Commander Larry Brown of the VFW Post #3663 extends a special invitation to all veterans and the public to join them at the VFW post home for their traditional Veterans of Foreign Wars "Veterans Day Program" which will start promptly at 11:00 am.

If closing Main Street a WVDDH Permit must be obtained.
WVDDH Permit Approved: Yes No WVDDH Permit No: _____
Will pre-event meeting be required? Yes/No
(circle attendees)
Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering
Administrator Mayor OEM Director Other: _____ REV 11-30-17

If you need additional information in regards to the parade please contact Post Commander Larry Brown of the VFW at 304-472-9152 or Post Adjutant Mary Albaugh of the American Legion at 304-460-7377 or 304-516-5040. Email: iwabyf@gmail.com.

F.8 Event Request-BFD Christmas Parade-Dec 7th & BFD Golf Ball Drop date to be determined.

City of Buckhannon
Event Request Form

Christmas Parade
12/07/2018

All requests to hold events should be submitted at least 30 to 60 days in advance of event date prior to the next Consolidated Public Works Board meeting in order to be considered for approval. CPWB meets the fourth Thursday of each month at 4:00 pm at City Hall.

LINE-UP 5:30 - 6:00 PM on Madison St
PARADE BEGINS 6:00pm

Name of Event: BFD Christmas Parade Person in Charge of Event: BFD Chief Kimble
Type of Event: Buckhannon Christmas Parade
Date of Event: Friday 12/7/18 Start Time: 6pm End Time: 8pm
Name of Sponsoring Organization: BFD
Address: BFD Friendly Way Buckhannon WV 26001
City State Zip

Parade will proceed down Madison St. - to S.Locust St. - down Main St. - and conclude on E. Main St at Friendly Way/ Fire Dept Entrance.
Officers should be on post no later than 5:30 PM. All units will operate on the R4 Traffic IRP channel during this event.

Signature of Person in Charge of Event: _____ Phone No: 304-777-2268
Location of Event: Main St Closure If event is a SR include City approved route number
Golf Ball Drop-Friendly Way (If yes attach list) Circle

The following is a list of intersections that need traffic direction:

- 1. Will any streets be closed? Yes/No
- 2. Will there be vendors? Yes/No
- 3. Will there be a first-aid station/medical staff? Yes/No
- 4. Is there a parking plan? Yes/No
- 5. Will there be security? Yes/No

- Police Officer will escort the parade
- Madison / S. Kanawha / S. Locust - Police Officer
- Main / Locust - 2 Police Officer
- Main / Kanawha - VIPS
- Main / Spring - VIPS
- Main / Florida - Police Officer
- Main / Friendly Way - VIPS
- Main / Selwick - Police Officer
- Florida / Madison - Police Officer - block traffic from moving toward Main St

Please list contact information for any additional key staff members: _____

BARRICADES NEEDED AT FOLLOWING AREAS:

Office Use
Date Received: 9/29/18 Date Presented to Board/Council: 9/27/18 CPWB
Approved by: _____ Denied: _____ (attach reason for denial)

- Rt. 20 / GREEN
- Rt. 20 / MEADOW
- Rt. 20 / FRANKLIN
- MADISON (each end - Florida & Rt. 20 - in place @ 5:30pm)
- SPRING at COLIDER (in place @ 5:30pm)

If closing Main Street a WVDDH Permit must be obtained.
WVDDH Permit Approved: Yes No WVDDH Permit No: _____
Will pre-event meeting be required? Yes/No
(circle attendees)

CITY PD will remove barricades at the conclusion of the parade -

Police Dept. Fire Dept. Street Dept. Water Dept. Sewer Dept. Waste Dept. Engineering
Administrator Mayor OEM Director Other: _____ REV 11-30-17

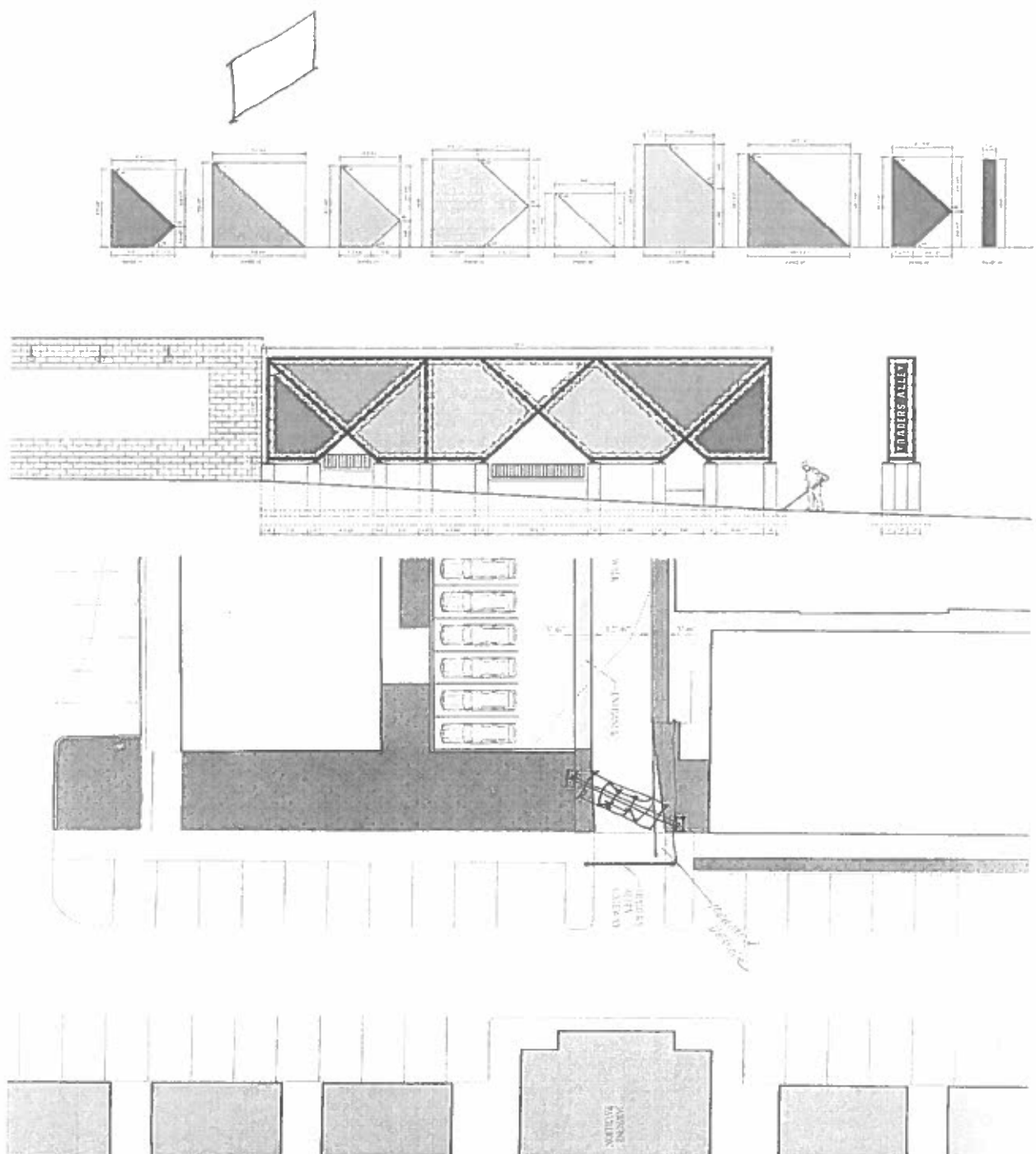
Parade will proceed down Madison St - to S.Locust St - down Main St and conclude on E. Main St at Friendly Way/ Fire Dept Entrance

Motion Rylands/Waldo to approve the items on the Consent Agenda-Board Member-Cuppari questioned the "You Tube" request, concerned about the type of activity to be conducted. Board Members will approve the event on the condition that it has "family friendly" content. **Motion carried.**

Strategic issues for discussion and/or vote:

G.1 Discussion-Trader's Alley Update: Wall and Art

- Mr. VanNostrand presented and explained a map and photos of the proposed art work atop the retaining wall. The panels will be 15' tall colorful canvas, which will be purchased by Arts 26201. The retaining wall will have some seating areas.
- Art features that already exist in this area have been popular.
- Another proposed art feature is the erection over the gateway of Trader's Alley of a full size 1960 Chrysler Windsor, replicated to the "Men in Black" auto. The auto belongs to Arts26201. Mr. VanNostrand and a structural engineer are working to ensure that the structure will be safe. The auto will be striped of engine and transmission. Some lights will be installed.



Motion Ryland/Waldo to approve the proposed art panels and auto art features. Board Members discussed the safety of the auto suspended above the alley and were assured that the structures that will hold the vehicle will be engineer designed with safety as a priority. **Motion carried.**

G.2 Discussion-Trader's Alley Speed Limit & Traffic Direction

- The Board Members and staff discussed the need to regulate vehicle traffic once the alley work is complete. Mr. VanNostrand believes that the only need would be a speed bump at the Main Street end. Mayor McCauley feels a speed sign should be posted.

Motion Cuppari/Waldo to post a "3 mile per hour" speed limit sign with a speed bump at the upper end of the alley and leave the traffic direction as two-way. Mr. VanNostrand asked the Board to table the matter until the work is complete and traffic could be monitored. Board preferred to approve the motion to regulate the speed of vehicles. **Motion carried.**

Also Mr. VanNostrand reported that he had made a presentation about the Colonial Theatre project to WV Preservation Alliance in Parkersburg. Representatives were also there from Clarksburg Robinson Grand Theatre and Hinton's Ritz Theatre, also being renovated.

G.3 Discussion-Paid Parking Lot #3 -North Spring St-

- Board Member Rylands asked for discussion to possibly change the 18 spaces in the paid lot to two hour parking. He feels the lot is currently underutilized.
- Mayor McCauley commented that once the Theatre is finished it may be used more often.
- Mr. VanNostrand commented the lot was to be used for those motorists that may need to park overnight.
- Mr. Rylands commented to wait until Christmas to see if it used more often.
- Mrs. Jenkins believes they should wait until the construction downtown, i.e.; Theatre and the Innovation Center, is completed then re-evaluate the request.
- Board members discussed better signage to direct persons toward the lot.

G.4 Request WVWC-No Parking Signage in areas RE: Response to Emergency -

On Fri, Aug 31, 2018 at 4:14 PM, McKinney, Scott <mckinney.s@wwc.edu> wrote:

David,

I have been monitoring parking along streets near the college during the last two weeks. Everything seems to be settling down as students become accustomed to their schedules.

There is one item behind the Camden buildings that may need attention since it could impair the ability of fire personnel to respond to an emergency. Cars are frequently parking along Randolph Street and less frequently along Baxter Street. Would it be possible to place "No Parking" signs in the area similar to those that are in place on Railroad? I do not think the streets are marked with yellow curbs or any other signage that informs people that parking is not allowed. Thanks for considering the need for signage.

A different parking issue: David Parks will be meeting with a committee on campus within the next two weeks to consider revisions to parking policies on campus. The lots on College Ave, are on the agenda (by Theta and Kappa).

Thanks,
Scott

Scott N. McKinney, Ed.D.
Chief Financial Officer
West Virginia Wesleyan College
59 College Avenue
Buckhannon, WV 26201

Mayor McCauley stated that the College owns the property on both sides of Randolph Street. The College and Fire Chief have asked to remove the parking and should be approved.

Motion Waldo/Rylands to approve the request to remove the parking on Randolph Street.
Motion carried.

G.5 Discussion NBRFP Grant Overage-

- Mayor McCauley asked if an extension would be possible to further evaluate use of the remaining grant funds.
- Engineer Hollen explained that we must report our intentions of how the funds would be used by October 15th this year, then one extension can be requested for August 2019. \$31,742 remains to be expended but must be matched by the City of Buckhannon.
- Past conversations were to possibly construct a splash pad.
- Engineer Hollen gathered the following information. However, one point of concern was the amount of water that would be used daily. Depending on the features, it would cost between \$150 and \$200 per day in water usage.

REST Water Use 4-22-13

* Guest Hotel - Grand

Le. (3) fountains = 600 gpm basis = 2880 gpm per 24 hr operation
 = 33 gal/min 240 gpm

- Even run cycle = 7 minutes

1 = 15 hr

- On/Off Cycle = 7 minutes on / 15 minutes off

= 7 min cycle

1 = 3 cycles/hr

- Assume rest: water fountains 15 min 5 hr

Daily Water Usage = gpm x # of cycles x # of hrs

= 2880 gpm x 3 cycles x 5 hrs

= 43200 gpm = 20000 gal x 3 cycles x 5 hrs

= 1,440,000 gal/cycle x 3 cycles x 5 hrs/day

= 47,944 gallons/day

= 45200 gal/day

Daily Water Usage = gpm x # of cycles x # of hrs

= 2880 gpm x 3 cycles x 5 hrs

= 43200 gpm = 20000 gal x 3 cycles x 5 hrs

= 1,440,000 gal/cycle x 3 cycles x 5 hrs/day

= 47,944 gal/day

= 45200 gal/day

REST Water Use 4-22-13

* Guest Hotel

Le. (4) fountains = 600 gpm basis = 2880 gpm per 24 hr operation

- Even Cycle = 7 min

- On/Off Cycle = 7 min on / 15 minutes off
 = 7 min cycle

1 = 3 cycles/hr

- Assume 5 hr day

Daily Water Usage = gpm x # of cycles x # of hrs

= 2880 gpm x 3 cycles x 5 hrs

= 43200 gpm = 20000 gal x 3 cycles x 5 hrs

= 1,440,000 gal/cycle x 3 cycles x 5 hrs/day

= 47,944 gal/day

= 45200 gal/day

Daily Water Usage = gpm x # of cycles x # of hrs

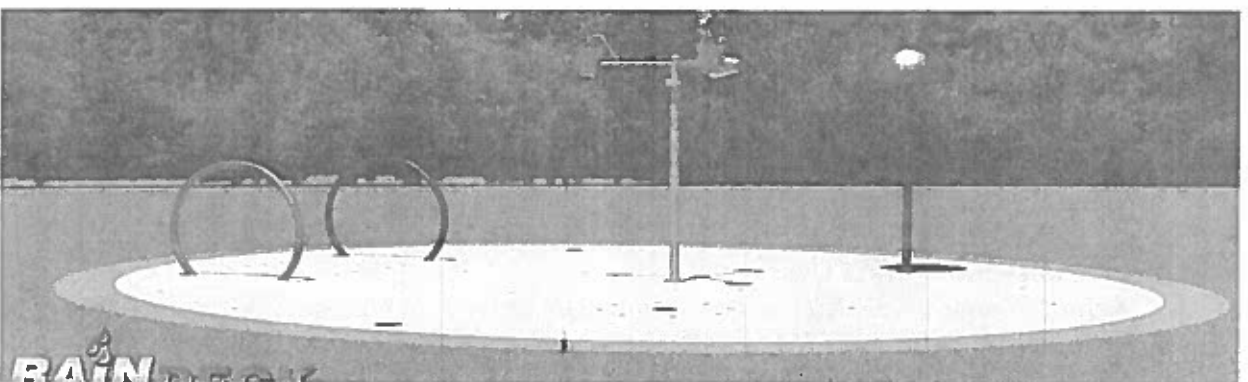
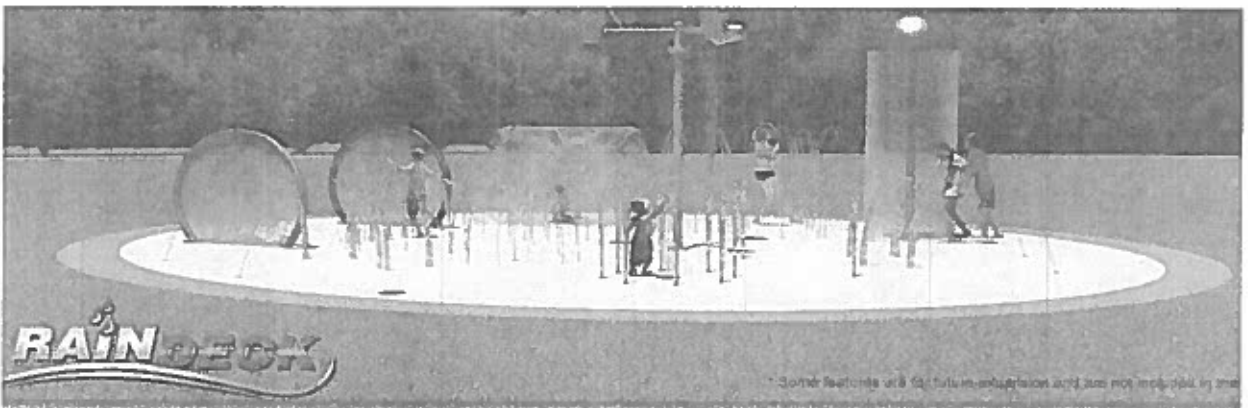
= 2880 gpm x 3 cycles x 5 hrs

= 43200 gpm = 20000 gal x 3 cycles x 5 hrs

= 1,440,000 gal/cycle x 3 cycles x 5 hrs/day

= 47,944 gal/day

= 45200 gal/day



Items discussed:

- Board asked if funds could be used toward cameras or resurface of ball court or fencing.
- In kind labor can be counted, but Mr. Arnold is concerned he does not have the time and staff to invest \$31,000 in labor as they must complete other projects and start on the next grant- Gateway West.

- Mrs. Jenkins reminded group that expense and revenues were not budgeted for FY 2018-19 because when budgets were developed in March.
- Director Arnold and Engineer Hollen both stated the grant had been difficult to work out all of the requirements.

The Board then discussed other ways the funds could be used and tasked Engineer Hollen, Director Arnold and Mrs. Jenkins to have suggestions ready with appropriate budget revision to City Council meeting on October 4th.

G.6 Set Date to Reschedule & Merge the November & December CPWB Meetings due to Holiday: Motion Cuppari/Waldo to combine the November and December meetings and conduct the meeting Tuesday, December 4, 2018. Motion carried.

G.7 Discussion-Wreaths Across American Celebration-Nov 16th- City Participation in helping at Veterans Section of Heavner Cemetery - A request was submitted but no details to explain the activity in what they want the City to assist with.

Motion Rylands/Waldo to approve request, subject to clarification and working out the details with Director-Jerry Arnold. Motion carried.

G.8 Discussion-Buccaneer Trucking-Marion/Camden Corners

Mr. Arnold reported that the trucking company was transporting materials from Aleris to Lee Warehouse and are damaging the curb and ground at the corner of Camden and Marion Street. The current work will stop next week. The company has agreed to pay for the repairs of the damage.

Mr. Arnold noted that the materials would be returned from the warehouse back to Aleris early next year, but there should not be an issue as there is more room to turn.

The Board took no action as the issue is being resolved.

G.9 Discussion-Jawbone Park Bulletin Board

Mayor McCauley was approached by regular patrons of Jawbone Park. They complained that they did not know about the scheduled events in the park and would like a bulletin board.

Board discussed that a suitable posting system would be acceptable and asked Jerry Arnold and Bryson VanNostrand to design a bulletin board.

Staff was concerned about the responsibility for posting the information in a timely manner.

Board Members suggested posting a schedule of events.

G.10 Discussion-Gateway West Transportation Enhancement Project-Various Letters & Documents

Engineer Hollen reported that he will have report documents that will need to be signed by the Mayor.

Motion Ryland/Waldo to authorize Mayor McCauley to sign the documents once they are ready. Motion carried.

Board Member Comments and Announcements:

- Board Member Waldo asked if the parking spaces on Main Street could be marked. Director Arnold reported that the Street Department plans to paint curbs and parking areas.
- Director Arnold also submitted the following two requests that came in too late to be placed on the agenda: BAES Wilderness Night Out & Shakesperience Buckhannon Event.

Board members asked this to be submitted to City Council for approval on October 4th.

There be no further business to be transacted, motion Rylands/Waldo to adjourn at 5:43 pm. Motion carried.

Mayor David McCauley _____

Assistant Recorder Amberle Jenkins _____

[The text in this section is extremely faint and illegible. It appears to be a list or a series of entries, possibly containing names and dates, but the characters are too light to transcribe accurately.]