

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

A regular meeting of the Buckhannon City Council was held on Thursday, May 21, 2020 at 7:00pm in City Hall. The following were in attendance:

Mayor	David McCauley	Present
City Recorder	Randy Sanders	Present
Council Member	Mary Albaugh	Present
Council Member	Pam Bucklew	Present – by phone
Council Member	CJ Rylands	Present
Council Member	Robbie Skinner	Present – by phone
Council Member	David Thomas	Present – by phone
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O’Neill	Present
BPD	Chief Matthew Gregory	Present – by phone
Director of Public Works	Jerry Arnold	Present – by phone
Grants & Information Coordinator	Callie Cronin Sams	Present – by phone
The Record Delta Newspaper	Karli Hamrick	Absent
Channel 3	Brian Demasters	Present
Channel 3	Rodney Irvin	Present
The Intermountain Newspaper	Amanda Hayes	Absent
MyBuckhannon.com	Katie Kuba	Absent

Guests: None

*City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, May 21, 2020*

Channel 3 is Live Streaming our City Council Meetings here:

<https://www.facebook.com/ch3buckhannon/>

Please send public comments to 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
- A.4 COVID-19

B. Recognized Guests

- B.1

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 Change Date of the 2020 Primary Election- June 9, 2020
- D.2 FOIA Request-Tawney Insurance for USI Consulting Agreement
- D.3 Mayor’s Proclamation-National Nurses’ and Hospital Week
- D.4 Mayor’s Proclamation & Opening Remarks -National Police Officer Week
- D.5 Mayor’s Proclamation & Opening Remarks- BUMS Golden Horseshoe Award Winners
- D.6 Letter from Office of State Auditor Re: Reminder of deadline for submitting budget revisions
- D.7 Mayor’s Thank You Letter to Wilmagene McCauley-Sewing of Masks for Community
- D.8 Mayor’s Thank You Letter to Upshur Co Commission-Contribution of COVID-19 Funds
- D.9 Deed 15 Madison Street Property Purchase Book 567 Page 454
- D.10 Letter of Request to Walmart & Others RE: Drive-in & Park July 5th Independence Day Fireworks Display Celebration

E. Consent Agenda

- E.1 Approval of Minutes-Regular meeting 05/07/2020
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills
- E.4 Accept Resignation BPD Corporal Joshua Wilson

F. Strategic Issues for Discussion and/or Vote

- F.1 To Instruct Police Civil Service Commission to Certify List of Eligibles & Possibly Test for Probationary Police Officer
- F.2 Mayor's Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement
- F.3 Discussion Revised City of Buckhannon Employee Handbook
- F.4 Approval Allocation of Funds Stockert Youth & Community Center Fire Alarm System Replacement
- F.5 Approval Resolution 2020-05 Budget Revision
- F.6 West Virginia Strawberry Festival Association, Inc Request Funding of \$5,000.00
- F.7 Event Request July 5th Independence Day Fireworks Display Celebration
- F.8 Adoption of Relaxed Measures- COVID-19 Pandemic
- F.9 Discussion/Possible Action on Host City Bid for World Association of Marching Show Bands World Championships 2023
- F.10 To Appoint Committee Naming of New Street beside CVS

G. Comments and Announcements

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

H. Mayor's Comments and Announcements

I. Adjournment

Posted 05/18/2020

Next Regular Scheduled City Council Meeting Thursday, June 4 ,2020

Revised 05/19/2020

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

A.4 COVID-19

The Mayor called the meeting to order, mentioning the 71 West Virginians and thousands of Americans who have lost their lives due to the COVID-19 virus, including former Lady Bobcat Coach Mike Bari, and asked that we keep them all in our thoughts and prayers during our Moment of Silence. This was followed by the Pledge to the Flag of the United States of America led by Council Member Albaugh.

The Mayor then read this opening statement:

*CITY OF BUCKHANNON – MAYOR'S STATEMENT– PANDEMIC, COVID-19 VIRUS
May 21, 2020*

Good evening. As we continue to take our cues from Charleston, it's fashionable to use the phrase "reopen this" & "reopen that." To be clear, our City operations for the most part were never closed. There has never been a stutter or a stammer insofar as our City's execution of our essential services is concerned during the pendency of this pandemic threat. Our employees have performed day in & day out in an exemplary manner. We should all appreciate that dedication by our excellent City staff to their serving our community. Each one of them is a hero or heroine, or a "shero" as some say.

We believe we are prepared to establish a timeline to cautiously relax some of the restrictions that were put in place during the past two to three months to protect our residents. We all have made a considerable investment in minimizing the impact of covid-19 in our area. The vast majority of us have behaved as our federal & state governments asked us to behave, by washing our hands, sheltering in place, social distancing, wearing masks when going to places like Walmart, & generally conducting ourselves sensibly. We do not suddenly want to destroy our investment. Just like you wouldn't take your nest egg to Vegas & risk blowing it all by placing it on red or black on a roulette wheel, neither do we want to realize a serious setback by abandoning our safe practices. It's not worth the gamble.

With Council's endorsement this evening, here's what I propose during the next couple of weeks:

(1) restoration of commercial activities in Jawbone Park beginning next Friday, May 29. This will include our Farmers' Market activities, Create Buckhannon's grilled chicken sales, & like vendors

provided that all of the constraints are observed, i.e., social distancing, proper sanitation practices, etc. All vendors intending to operate out of Jawbone Park should register at City Hall before starting their activities. Our Streets & Parks' crews will return freshly painted picnic tables to Jawbone Park by that date, & our crews will sanitize picnic tables & restrooms there, & collect garbage daily;

(2) limited restoration of some City meetings previously deemed non-essential, including the Consolidated Public Works Board that will meet by phone at least, beginning on Thursday, May 28, & the Police Civil Service Commission that will meet on Wednesday, June 10. Meetings of other non-essential City committees, boards, commissions, etc., will continue to be suspended through the July 2 Council meeting unless some emergency arises & Council then will reassess the opportunity to reconvene regular meetings of those other bodies;

(3) reopening of the foyer at City Hall to the public on or about Monday, June 1. We will be taking several preventive, safety measures including the installation of plexiglass; limiting the number of people having interior access at one time; extra daily, sanitation measures; encouraging wearing of masks, etc., all to reduce the threat of virus exposure to everyone who enters City Hall.

(4) reopening of our City Parks beginning Monday, June 1, from 9:00 a.m. until 7:00 p.m., to permit our City crews to daily sanitize playground equipment, picnic tables, restrooms, etc., for the next day's activities. This sanitizing is not a fail-safe guarantee that surfaces will be entirely clean throughout the next day. We do not have the staffing to dedicate employees to each park all day long, so- park attendees need to be prudent during their visits to our public parks. Wash your hands, social distance, wear masks, etc.;

(5) reopening of the City's Gibson Memorial Library on Monday, June 1, check with the library regarding their hours;

(6) reopening of the Stockert Youth & Community Center, sometime after June 1, & at such time as we are assured that our Center is prepared to meet all State criteria for operating a daycare center that includes SYCC's annual, summer Camp Buccaneer program;

(7) reopening of the Colonial Theatre on Friday, June 5, for purposes of dedicating the new Gallery & welcoming the Youth Art Exhibition that was postponed from March 14. The exhibition will continue on weekends through June with attendant oversight involving B-U art teachers. We will need to limit the number of attendees at the Gallery to about 12 at a time;

(8) conducting of our annual Memorial Day commemoration in Heavner Cemetery at 1:00 p.m. on Monday, May 25, under the auspices of our VFW & American Legion posts. We will social distance, minimize contact, etc.;

(9) the tentative Fourth of July fireworks exhibition starting at about 9:45-10:00 p.m. on Sunday, July 5, with attendees remaining within or beside their cars as City representatives are working with area businesses to create a master parking plan to accommodate those desiring to attend;

(10) the easing of the travel restriction previously imposed upon our City employees effective Friday, May 22, however, all employees traveling outside of our State shall report their interstate, travel intentions to their supervisors. We still need to be mindful of & monitor for virus hot spots around our country. Right now is not the time to travel to New York City or Washington, D.C.

We have had six positive tests confirmed here in Upshur County. Seventy of our fellow mountaineers have succumbed to the virus, & more than 1,600 have tested positively in West Virginia. Nearly 95,000 Americans have now died from covid-19, & the total number of Americans who've contracted the disease has eclipsed 1.5 million, with more than five million cases worldwide. Our City will continue to take its cues from Governor Justice & State officials. We are aware that our community trusts us with their health & safety to make the best decisions for our community with the information we now have, & we don't take that duty lightly. If circumstances give rise to easing back even more on previously imposed restrictions, we'll respond accordingly. However, if circumstances dictate reimposing restrictions, those actions are possible, too, during the weeks & months ahead. Yesterday West Virginia reported 53 new cases, the most in more than a month, so we need to be vigilant in monitoring for virus spikes. Needless to say, this remains a very fluid situation.

We continue to be all in THIS together, & I know as we get through the coming weeks, that we'll remain strong as a community while minimizing the impact upon the health of our residents. Anyone having an emergency should contact 911 as you normally would. The best source of information about Covid-19 remains the Centers for Disease Control website. We remain "Buckhannon

Strong," but we still have a long way to go to get past this crisis. Please- follow the science & pray for the vaccine.

Charles W. Gibson Reopening Statement – 5/21/2020

The Charles W. Gibson Library is excited to announce that we be reopening with curbside pickup on Tuesday, May 26th for books and audio books.

This can be completed in 3 simple steps: (1) Select your materials; (2) arrange a pickup time; and (3) enjoy your materials at home.

Books can requested via our online catalog (nlnapp.clark.lib.wv.us/search~S38), by phone (304-472-2339) or email (gibson.library@clark.lib.wv.us). Don't forget to contact the library arrange your pickup date and time. Let us do the rest. Please allow 24 hours for staff to pull your selections.

When it's time to pick up your books. Park in the designated spot on Sedgewick Street. Call the library from your car or ring the doorbell. The library staff will bring your books to you.

Printing, faxing and notary service will be available by appointment beginning June 1. Please contact the library to schedule an appointment as this will be an appointment only service until further notice.

We will fully reopen as soon as it is safe to do so. Meanwhile, we are doing our best to make these service convenient.

Motion to move to the table and approve F.8 Adoption of Relaxed Measures- COVID-19 Pandemic made by Sanders/Albaugh. Motion carried unanimously.

B. Recognized Guest

B.1 None

C. Department & Board Reports

C.1 Information Coordinator/Grant Researcher- Callie Cronin-Sams - Callie has been monitoring the email and reported that no new questions for Council had come in as of now. Callie thanked the efforts of Channel 3 in broadcasting our Council Meeting. Callie then provided the following report of the Social Media and Grant activity:

Information Coordinator & Grant Researcher Report – Callie Cronin Sams – May 21, 2020 – City Council

PR, Website, & Social Media:

Published	Post	Type	Targeting	Reach
05/20/2020 11:17 AM	The Memorial Day Veterans Program will be held at 1:00 PM Monday May 25	📄	👤	247
05/20/2020 11:04 AM	The High of Water is up! Thank you, County Buckhannon, and all the...	📄	👤	775
05/20/2020 7:00 AM		📄	👤	307
05/20/2020 5:17 PM	Henry Street near W. Leavenworth... Monday will be closed today, and...	📄	👤	217
05/19/2020 11:56 AM		📄	👤	327
05/19/2020 2:13 PM		📄	👤	301
05/19/2020 12:00 PM		📄	👤	301
05/19/2020 11:00 AM		📄	👤	308
05/17/2020 11:00 AM	Congratulations, 2020 Golden Anniversary Award!	📄	👤	603
05/14/2020 8:00 AM		📄	👤	424
05/13/2020 11:17 AM		📄	👤	620
05/13/2020 11:00 AM	CITY OF BUCKHANNON - City Commission Buckhannon Officers	📄	👤	481
05/11/2020 11:00 AM		📄	👤	387
05/11/2020 11:00 AM		📄	👤	375
05/08/2020 7:00 AM	Happy to be the first day of American Water Works Association's Drinking	📄	👤	601
05/08/2020 7:00 AM	Thank You, Childcare Providers	📄	👤	1,365

Web:

- Memorial Day Veterans Program at Heavner Cemetery Monday will Proceed. Guests asked to follow Social Distancing Guidelines
- Street Closure: Henry Street
- Golden Horseshoe Presentation at Jawbone Park
- City Celebrates Buckhannon Officers during Police Week
- Buckhannon Water Board shares the 2019 Consumer Confidence Report
- National Childcare Provider Day

Grants:

Submitted WV Humanities Council Grant for WV Strawberry Festival; Submitted SAFER (Fire Dept Hiring Grant), PATH (5K Routes), Buckhannon Volunteer Center, REAP Recycling Truck

LED:



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

**Buckhannon City Council
Public Works Director Report
May 21, 2020**

Director:

- I am awaiting the completion of a survey on our ROW to establish an emergency access to the hospital.
- We have been installing the historic street signs with help from Councilman Skinner. We have a paint issue on some of the poles so we will have to refinish those before we can complete the vinyl installation.

Street:

- We have been working on Fike Lane (beside CVS). We have the grade work completed and will be working on the concrete approaches as weather permits.
- We will begin construction on the Gateway West Project on June 1st.
- We will be working on the mural project along with GWW.
- The paving contractor will be in next Tuesday and will be paving S. Spring St. and Beech St. as weather permits.

Sewer:

- Crew 1 -33 West Northside Sewer Extension- 140' of pipe has been laid from the existing sewer to the bore pit. The wet conditions are hindering the excavation of the bore pit, so they will skip over the bore and continue laying pipe.
- Crew 2 – Completed the Lenny Doerr Extension and now working on a storm sewer drop at 11 Henry Street.
- Plant Crew- completed testing with all test being within acceptable limits.
- Maintenance Crew- Built a distilling unit for the lab saving \$5000.00 and installed a fence at the Vicksburg pump station.
- The UV unit has been ordered and received a bid from Bor-it for the boring machine of \$51,125.00.

Water:

- Performed maintenance on the dam.
- Installed new fire service for Fish Hawk.
- Will be draining basins and removing sediment.
- Installing a flow meter on the effluent side of the high service pumps.

Waste:

- Received the new hook-lift truck that was partially funded by a REAP Recycling Grant.

Engineering

- FEMA Community Rating System (CRS)- The annual report to FEMA and the National Fire Insurance Program was reviewed and approved.
- Corridor H South Waterline Installation: Project is underway with JF Allen laying 1098' of pipe and installing 5-manholes to date.
- Upshur County Development Authority Madison Street Parking Lot- Awaiting departmental reviews of the project which will be used for parking for the UCDA and Innovation Center occupants.

C.3 Finance Director- Amberle Jenkins – Ms. Jenkins provided the following report:

Balance in enterprise funds April 30, 2020

Waste Collection Board	\$687,644	CD's \$57,586
Water Board	\$314,917	CD's \$960,423
Sanitary Board	\$755,911	CD's \$250,781
Consolidated PW Bd	\$122,813	CD's 230,348 (cemetery)

City Hall will open doors to the public June 1st. Only two persons can be permitted in the lobby at one time. We will set the lobby up for social distancing. One clerk will be taking care of each window. We encourage customers to continue to utilize the online services and phone calls to conduct business as it will be much quicker to get service over the phone and online.

SYCC plans are to resume Karate and Kickboxing beginning June 1st. Director Brockleman has developed a written plan for this, which is included in the packet tonight. She is also developing a written plan to open the building for other activities beginning July 1st. She is following the guidelines set by the DHHR, CDC.

Director Brockleman has also reviewed and evaluated software programs to manage payments, activities and tracking. RecDesk software looks like a good option for this. I am checking on references and Debora is looking into a trial version. This is a cost that is in the 2020-21 budget.

Sanitary Department open bids for a bore machine \$44,000.

So far Covid expenses to materials and supplies is now at \$7094.

C.4 Police Chief- Matthew Gregory – Chief Gregory gave Council the following report:

City Council Report

5/21/20

- 1. The Police Department would like to extend a big "Thank You" to the Rotary Club of Buckhannon-Upshur for providing First Responders with a box lunch this past Tuesday. Also, a "Thank You" to Buckhannon Pizza Hut and Wal-Mart for providing food to the police department over the last week.**
- 2. The Police Department and especially VIPs continue to work with local organizations to assist with various food drives, one of which took place at the Senior Center on 5/14 and another that will take place at B-UHS on 5/29.**
- 3. The Police Department continues to work with the Upshur County OEM to maintain an adequate supply of PPE. Additionally, we continue to work with local businesses such as Wal-Mart and Lowe's to maintain cleaning supplies.**

POLICE ACTIVITIES

MONTH: April

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:

**MONTHLY ACTIVITY REPORT
April 2020**

	301	302	303	304	305	306	307	308	309	310	311	312	TOTAL
Calls Answered	8	27	57	92	53	54			38	15	42		386
Community Policing									2		2		4
Road Patrol	1	43	84	131	84	120			57	120	34		674
Traffic Hours	1	3	76										80
Criminal Inv.	12	31	5		45	53	161		39	24	64		434
Court Hours		2									5		7
Report Writing	21	86	3	21	4	5			45	39	59		283
Other Hours	137	8		24	16				29		38		252
Miles													7,848
Accidents - Prop.				1				2	3	1			7
Injury													
Fatality													
Parking Tickets													
Criminal Reports		2	3		2	2		2	5	5	17		38
Reports Cleared		1	0		0	0		2	3	4	16		26
Clearance Rate		50%	0%		0%	0%		100%	60%	80%	94%		68%

MISDEMEANOR ARRESTS - April 2020

	TOTAL
CAPIAS ARREST	2
DESTRUCTION OF PROPERTY	1
FLEEING	1
OBSTRUCTING POLICE OFFICER	1
POSSESSION OF CONTROLL, SUB.	3
SHOPLIFTING	1
WARRANT FROM OTHER JURISDICTION	1
TOTAL MISDEMEANORS	10

FELONY ARRESTS - April 2020

	TOTAL
DESTRUCTION OF PROPERTY (FELONY)	1
FLEEING - RECKLESS INDIFFERENCE	1
IDENTITY THEFT	1
MALICIOUS WOUNDING	1
OBTAINING DRUGS BY FRAUD	1
POSSESSION INTENT DELIVER	1
TOTAL FELONIES	6

C.5 City Attorney- Tom O'Neill – Mr. O'Neill deferred his comments to the Strategic Issues for Discussion and/or Vote period of our meeting.

19 May 2020

Public Service Commission of West Virginia
ATTN: Connie Graley, Executive Secretary
201 Brooks Street
Charleston, West Virginia 25301

RE: Case No. 20-0025-PSD-PC

Upshur County Commission

Petition for consent and approval to enlarge
Territory of the Tennerton Public Service District

Dear Commissioners:

Pursuant to Order dated May 11, 2020, parties to the above-referenced matter were given ten days in which to respond or object to Staff recommendation or to request a hearing.

The City of Buckhannon respectfully requests a hearing of the Public Service Commission of West Virginia with respect to the pending matter, as the Tennerton Public Service District cannot adequately serve the proposed enlarged area, and the present or proposed facilities of the Tennerton Public Service District are inadequate to provide the proposed enlarged service. Additionally, the City of Buckhannon alleges that it is not in the best interest of the public to expand the boundaries of the Tennerton Public Service District, pursuant to West Virginia Code 16-13A-2(f).

Respectfully submitted,

The City of Buckhannon

By: Thomas J. O'Neill

Its: City Attorney

Debora Brockleman was also in attendance, by phone, and gave an update on the Stockert Youth & Community Center as she works towards reopening.

Plans For Re-opening SYCC Fitness Classes

Our plan is to follow the plan from the Governor of WV and the CDC. The following plan has been adapted to meet requirements for The Stockert Youth & Community Center.

Date to Re-open- June 1

Classes to Resume- Karate and Kickboxing

OPERATIONAL RESTRICTIONS/REQUIREMENTS:

Plan: Implement appropriate policies, in accordance with federal, state, and local regulations and guidance, and informed by industry best practices:

- Prepare the building for reopening;
- Prepare SYCC employees for their return to work;
- Follow social distancing plan to manage and reduce excessive contact and interaction;
- Use personal protective equipment;
- Reduce touch points to the maximum extent possible;
- Increase cleaning frequency and the availability of hand sanitizer, disinfectant wipes, and other DIY cleaning products to ensure touch points and exercise machines and equipment are properly sanitized between each use by customers;
- Communication with employees regarding safety.
- Communication with fitness class patrons regarding safety.
- **Occupancy:** Restrict facility access to staffed hours only and limit facility occupancy to 40 percent of capacity as dictated by fire code.
- **Social Distancing and Equipment:** Follow strict social distancing guidelines of at least six feet between individuals, follow a modify scheduling to reduce unnecessary interactions, to the greatest extent possible, adjusted equipment layout and close or restrict access to equipment will maintain at least six feet of distance between equipment and where such equipment may not be moved or properly spaced, provide physical barriers between exercise equipment and/or machines to separate patrons (e.g. plastic or plexiglass shields, plastic sheeting, shower curtains, etc.).
- **PPE:** All employees and patrons must wear appropriate personal protective equipment (PPE), including appropriate face coverings to the greatest extent possible.
- **Cleaning:** Ensure that staffing and supplies available for such facilities are sufficient to enable enhanced sanitization and cleaning measures in accordance with appropriate CDC guidelines.
- **Limitations on Facilities:** The following should remain closed:
 - Showers, locker rooms, and lockers (access to restrooms should be provided).
 - Basketball courts, racquetball courts, indoor tennis courts.
 - Water fountains, common areas, break rooms, check-in counters, and other areas in which patrons or employees may congregate.

- o **Limitations on Group Classes:** Group exercise classes should be conducted outdoors, limited, or canceled to the greatest extent possible. In the event group exercise classes are held, such classes may only be held if they can be completed in accordance with social distancing recommendations (including but not limited to the restriction of 40% capacity, with more than 6 feet of distance maintained between participants at all times; no shared equipment during the class; sufficiently adjusted class schedules to allow for deep cleaning between classes; and martial arts and other contact activities should be completed without any person-to-person contact). To the greatest extent possible, such classes should be held outdoors.
- o **SYCC Karate and Kickboxing classes** maybe held in the gym but must adhere to social distancing (the floor is marked according to social distancing guidelines).
- o **Touch points:** Point of sale equipment, doorknobs, light switches, buttons, and exercise machines and/or equipment should be cleaned and sanitized between each use or when touch by different staff or patrons.
- o **Payments:** Encourage customers to make non-cash payments. At sign in there will be a sign in sheet and a payment box for payment envelopes.
- o **Plan:** Plan for potential COVID-19 cases and work with local health department officials when needed (i.e., monitor and trace COVID-19 cases, deep-clean facilities).

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

D.1 Change Date of the 2020 Primary Election- June 9, 2020

D.2 FOIA Request-Tawney Insurance for USI Consulting Agreement

Kris Tawney <kris@tawneyinsures.com> 7:58 AM (3 hours ago)

to me

Good morning Amby. I hope you are well. I wanted to follow up on the request in writing made for a copy of the consulting agreement from usi or any documentation provided from their firm for your PEIA switch and the publicly announced \$20,000 contract usi is getting for this work.

I am sure you are already working on gathering this info but wanted to make sure that I was clear.

So please provide:

1- the proposal that they shared with you that showed the costs and the savings. You sent the buyers guide but I'm looking for the proposal.

2- any and all documentation showing the fees to be paid to usi insurance and the consulting agreement for services provided.

My initial request was last Friday. So I'm hopeful at least by this Friday to receive this info. Have a great day and please feel free to ask me any questions.

I am sure you all are aware of freedom of information act and how those requests work but if not please have your in house attorney or the mayor contact me and I can put them in touch with my attorney to make sure everything is done correctly. I know you are by the book so want to make sure all is in line. Thank you!

Have a great day!

Kris

Kris Tawney, CEO, CWCC
 Tawney Insurance & Safety Solutions
 304-594-8871
[Kris@tawneyinsures.com](mailto:kris@tawneyinsures.com)
www.tawneyinsures.com

D.3 Mayor's Proclamation-National Nurses' and Hospital Week

National Nurses' and National Hospital Week

- Whereas,** The City of Buckhannon is pleased to salute **St. Joseph's Hospital** as it celebrates **National Nurses' Week and National Hospital Week**.
- Whereas,** **National Nurses' Week** is May 6th to 12th and **National Hospital Week** is May 10th to 16th. The Theme of **National Nurses' Week** is *"The Year of the Nurse: Lead, Innovate and Excel"* and the theme of **National Hospital Week** is *"Where Health Comes First"* will be celebrated across the country.
- Whereas,** **St. Joseph's Hospital** is staffed by professionals with caring hearts and giving spirits who are inspired by the love of Christ to provide our community with quality health care in ways which respect the God-given dignity of each person and the sacredness of human life.
- Whereas,** The hard-working staff of **St. Joseph's Hospital** deserves universal regard and appreciation for keeping our community healthy.

Be it known that on this 5th day of May, 2020, I, David McCauley, Mayor of Buckhannon do hereby declare May 6th to the 16th of 2020, to be **National Nurses' Week and National Hospital Week in Buckhannon, West Virginia**, and urge residents to express their appreciation for **St. Joseph's Hospital** and its staff who make trustworthy, quality healthcare possible in our community.

**David McCauley, Mayor
City of Buckhannon**

D.4 Mayor's Proclamation & Opening Remarks -National Police Officer Week

POLICE OFFICER WEEK - MAYOR McCAULEY REMARKS

WEDNESDAY, MAY 13, 2020 – 11:50 A.M. – PUBLIC SAFETY COMPLEX

Good morning & greetings from City Hall. On behalf of our entire City Council, 90 fulltime employees, & all of the members of our Buckhannon Police Department, I'm very honored to again participate in today's ceremony recognizing National Police Week, & Friday's Peace Officers' Memorial Day. Today, the Wednesday of Strawberry Festival week, had long been scheduled to celebrate our fourth, annual Wilbert H. "Webb" Grubb Police Officer Recognition Day. Due to the global pandemic & the challenges of bringing large groups of people together right now, we have had to postpone that ceremony, but I assure you when it is safe to do so, we'll conduct our ceremony while remembering the late Webb Grubb & Fred Gaudet, & again honoring Keith Rowan together with our fourth Webb Grubb honoree. We are hopeful that we'll be able to conduct that ceremony during Fall Fest in September.

We are always privileged to honor all members of our police officer community during National Peace Officers' Memorial Day & National Police Week that this year runs from May 10-16. In May of 1962, President Kennedy signed the executive order establishing this week's recognition of our police community. This marks the 59th year that our country has remembered our police officers, our servants in blue.

Perhaps the two most significant incidents involving endangerment to our own Buckhannon police officers occurred with the atrocious murder of Officer Webb Grubb on April 21, 1940, now 80 years ago- and the May 2003 incidents involving shooter Scott Ennis who during two separate shootings during & immediately after our annual Strawberry Festival wounded Lieutenant Keith Rowan, & then later in Montrose- wounded officers Mark Stewart & Upshur County Deputy Sheriff, Jamie Westfall. We are pleased that Mark Stewart is able to join us today & are thankful that he's still one our own in blue serving our community with distinction. Our information officer, Callie Cronin-Sams will share the story of Webb Grubb on our website, so I'll dispense with reading the Webb Grubb legend at this time.

Our Wall of Blue is a permanent tribute to all of our community's police officers who have selflessly served & protected us during every shift. This monument shall forever be our community's memorial & tribute to the gallant members of our Buckhannon Police Department & to all members of the police profession. We appreciate them all.

It is my pleasure to recognize our excellent Police Chief, & one of my finest colleagues, Matt Gregory for his remarks. Chief Gregory-

NATIONAL POLICE WEEK

Whereas, the Congress & President of the United States have designated Friday, May 15 as **Peace Officers' Memorial Day**, & the week of May 10-16 as **National Police Week**; &

Whereas, the officers of our **Buckhannon Police Department** play an essential role in safeguarding the rights, liberty, & freedoms of the residents of the City of Buckhannon; &

Whereas, it is important that all citizens understand & appreciate the duties, responsibilities, hazards faced, & sacrifices made by the members of their **Buckhannon Police Department**; &

Whereas, the members of our **Buckhannon Police Department** recognize their duty to serve the people by safeguarding life & property, & protecting our residents from violence & disorder, & by protecting the innocent against deception & the weak from oppression; &

Whereas, the members of our **Buckhannon Police Department of the City** steadfastly provide a vital public service for our residents.

Now, Therefore, I, David W. McCauley, as Mayor of Buckhannon, call upon all residents of Buckhannon & upon all patriotic, civic, & educational organizations to observe the week of **May 10-16, 2020 as Police Week** with appropriate ceremonies & observances in which all of us may join in commemorating law enforcement officers, past & present, who by their faithful devotion to their responsibilities, have rendered a dedicated service to their communities & in so doing have established for themselves an enviable & enduring reputation for preserving the rights & security for all citizens.

I further call upon all residents of Buckhannon to observe Friday, May 15, 2020 as **Peace Officers' Memorial Day** in honor of & in tribute to those law enforcement officers who through their courageous deeds & service, have made the ultimate sacrifice in service to their community, or who've become disabled in the performance of duty, & let us recognize & pay respect to the survivors of our fallen heroes.

Given under my hand & the official seal of The City of Buckhannon,
this 13th day of May, 2020.

David W. McCauley, Mayor

D.5 Mayor's Proclamation & Opening Remarks- BUMS Golden Horseshoe Award Winners

Mayor David McCauley remarks at Golden Horseshoe Day –

Thursday, May 14, 2020, 2:00 p.m. – Jawbone Park, Buckhannon, WV

Good afternoon, it's my great honor & privilege to participate in this afternoon's ceremony honoring our four B-U Golden Horseshoe Award winners & to help induct these newest Ladies & Knights into the Golden Horseshoe Society.

We have personalized proclamations to present to each of our four students, Kari Gay, Madolyn Long, Dirk Riley, & Jeremy Streets, along with another surprise. I wonder if part of the study to achieve the Golden Horseshoe Award involves learning about the Golden Horseshoe Award itself. For instance, did you know that the award was first given in 1931? This marks the 90th year that the award has been given. Did you know that 15,000 West Virginia students have won the award? Did you know that events from 1716 inspired the genesis of our award? Alexander Spotswood was then the Lt. Governor of Virginia, later becoming Governor. Spotswood led an expedition of 50 members, known as the Spotswood Transmontane (across the mountains) Expedition- across the Blue Ridge Mountains into the Shenandoah Valley which

then was the eastern part of “western” Virginia! Upon returning home to Williamsburg, Spotswood presented each member of his expedition party with... ta-dah!... a golden horseshoe! Inscribed on each golden horseshoe was “Sic juvat transcendere montes.” This Latin phrase translates to “thus it is a pleasure to cross the mountains.” Spotswood instituted the Tramontane Order to encourage gentlemen to venture to western Virginia & make discoveries & settlements, any gentleman being entitled to wear this golden horseshoe on the breast who could prove that he had drank to his majesty's health on Mt. George.

So- is everyone ready to do this thing? Just think of the story you students can tell your children & grandchildren someday- that during the global pandemic of 2020- some ole guy sorely in need of a haircut subbed for the governor & dubbed ye ladies & knights of the Golden Horseshoe Society in an open park while everyone was social distancing. We'll just call this afternoon's exercise sub & dub!

We'll recognize our students in alphabetical order, so first up is Lady Kari Gay, Lady of the Golden Horseshoe. [read proclamation, present key to the City, dub with sword] Next is Lady Madolyn Long, Lady of the Golden Horseshoe. Next is Sir Dirk Riley, Knight of the Golden Horseshoe. And last but not least is Sir Jeremy Streets, Knight of the Golden Horseshoe. Ladies & Gentlemen- how 'bout one more super ovation for our four newest Ladies & Knights of the Golden Horseshoe Society! Go B-U!

MAYOR'S PROCLAMATION

Whereas, West Virginia's Golden Horseshoe Award began in 1931, & is the longest running program of its kind in the United States; &

Whereas, 2020 marks the 90th class of honorees, during which period 15,000 students have been inducted as Knights & Ladies of the Golden Horseshoe Society, or an average of only 165 annual, student honorees throughout our 55 West Virginia counties, or about three student Award winners per year from each West Virginia county; &

Whereas, our B-U community is thrilled to feature four Golden Horseshoe award winners for 2020, all being eighth graders at our Buckhannon-Upshur Middle School; &

Whereas, due to the global pandemic, the knighting ceremony in our State capitol unfortunately had to be canceled this year for public health & safety reasons; &

Whereas, notwithstanding the cancellation of the State ceremony, our Upshur County school system & the City of Buckhannon have collaborated to sponsor their own ceremony to recognize the 2020 Golden Horseshoe Award winners, being the Knights & Ladies of the Golden Horseshoe Society, the ceremony to be held in Jawbone Park in the heart of downtown Buckhannon on Thursday, May 14, 2020 at 2:00 p.m.; &

Whereas, one of our four 2020 B-U Golden Horseshoe Award winners is **MR. DIRK RILEY**, being one of our B-U community's brightest eighth grade residents whose interests & passions include learning all about West Virginia, soccer, & track.

NOW, THEREFORE, I, DAVID W. McCAULEY, MAYOR OF THE CITY OF BUCKHANNON, pursuant to the power & authority duly vested in me, do hereby proclaim Thursday, May 14, 2020 to be “**GOLDEN HORSESHOE AWARD & INDUCTION DAY**” throughout our City of Buckhannon. The Class of 2020 to be inducted into the Golden Horseshoe Society includes **Sir Dirk Riley**, Knight of the Golden Horseshoe Society.

I further urge all of our B-U residents to join our City employees, all members of our City government family, & me to express our most heartfelt pride for & congratulations to all four (4) of our B-U Golden Horseshoe Award winners, being the Class of 2020 Knights & Ladies of the Golden Horseshoe Society during our May 14, 2020 ceremony, including Award winner **SIR DIRK RILEY**. All hail **KNIGHT DIRK**

RILEY as we bestow upon him full honors of the Golden Horseshoe & with the Key to our City of Buckhannon.

Given under my hand & the official seal of
The City of Buckhannon, this 14th day of May, 2020
David W. McCauley, Mayor

MAYOR'S PROCLAMATION

Whereas, West Virginia's Golden Horseshoe Award began in 1931, & is the longest running program of its kind in the United States; &

Whereas, 2020 marks the 90th class of honorees, during which period 15,000 students have been inducted as Knights & Ladies of the Golden Horseshoe Society, or an average of only 165 annual, student honorees throughout our 55 West Virginia counties, or about three student Award winners per year from each West Virginia county; &

Whereas, our B-U community is thrilled to feature four Golden Horseshoe award winners for 2020, all being eighth graders at our Buckhannon-Upshur Middle School; &

Whereas, due to the global pandemic, the knighting ceremony in our State capitol unfortunately had to be canceled this year for public health & safety reasons; &

Whereas, notwithstanding the cancellation of the State ceremony, our Upshur County school system & the City of Buckhannon have collaborated to sponsor their own ceremony to recognize the 2020 Golden Horseshoe Award winners, being the Knights & Ladies of the Golden Horseshoe Society, the ceremony to be held in Jawbone Park in the heart of downtown Buckhannon on Thursday, May 14, 2020 at 2:00 p.m.; &

Whereas, one of our four 2020 B-U Golden Horseshoe Award winners is **MR. JEREMY STREETS**, being one of our B-U community's brightest eighth grade residents whose interests & passions include sports, social studies, & especially traveling about West Virginia with his family learning all about West Virginia history.

NOW, THEREFORE, I, DAVID W. McCAULEY, MAYOR OF THE CITY OF BUCKHANNON, pursuant to the power & authority duly vested in me, do hereby proclaim Thursday, May 14, 2020 to be "**GOLDEN HORSESHOE AWARD & INDUCTION DAY**" throughout our City of Buckhannon. The Class of 2020 to be inducted into the Golden Horseshoe Society includes **Sir Jeremy Streets**, Knight of the Golden Horseshoe Society.

I further urge all of our B-U residents to join our City employees, all members of our City government family, & me to express our most heartfelt pride for & congratulations to all four (4) of our B-U Golden Horseshoe Award winners, being the Class of 2020 Knights & Ladies of the Golden Horseshoe Society during our May 14, 2020 ceremony, including Award winner **SIR JEREMY STREETS**. All hail **KNIGHT JEREMY STREETS** as we bestow upon him full honors of the Golden Horseshoe & with the Key to our City of Buckhannon.

Given under my hand & the official seal of
The City of Buckhannon, this 14th day of May, 2020
David W. McCauley, Mayor

MAYOR'S PROCLAMATION

Whereas, West Virginia's Golden Horseshoe Award began in 1931, & is the longest running program of its kind in the United States; &

Whereas, 2020 marks the 90th class of honorees, during which period 15,000 students have been inducted as Knights & Ladies of the Golden Horseshoe Society, or an average of only 165 annual, student honorees throughout our 55 West Virginia counties, or about three student Award winners per year from each West Virginia county; &

Whereas, our B-U community is thrilled to feature four Golden Horseshoe award winners for 2020, all being eighth graders at our Buckhannon-Upshur Middle School; &

Whereas, due to the global pandemic, the knighting ceremony in our State capitol unfortunately had to be canceled this year for public health & safety reasons; &

Whereas, notwithstanding the cancellation of the State ceremony, our Upshur County school system & the City of Buckhannon have collaborated to sponsor their own ceremony to recognize the 2020 Golden Horseshoe Award winners, being the Knights & Ladies of the Golden Horseshoe Society, the ceremony to be held in Jawbone Park in the heart of downtown Buckhannon on Thursday, May 14, 2020 at 2:00 p.m.; &

Whereas, one of our four 2020 B-U Golden Horseshoe Award winners is **MS. KARI GAY**, being one of our B-U community's brightest eighth grade residents whose interests & passions include working for her family's cattle & potato farm, i.e., Mountain Pride Farms, horses & pigs, the Frenchton Bobcats 4-H, Upshur County Youth Livestock Association, camping, & horseback riding.

NOW, THEREFORE, I, DAVID W. McCAULEY, MAYOR OF THE CITY OF BUCKHANNON, pursuant to the power & authority duly vested in me, do hereby proclaim Thursday, May 14, 2020 to be "**GOLDEN HORSESHOE AWARD & INDUCTION DAY**" throughout our City of Buckhannon. The Class of 2020 to be inducted into the Golden Horseshoe Society includes **Lady Kari Gay**.

I further urge all of our B-U residents to join our City employees, all members of our City government family, & me to express our most heartfelt pride for & congratulations to all four (4) of our B-U Golden Horseshoe Award winners, being the Class of 2020 Knights & Ladies of the Golden Horseshoe Society during our May 14, 2020 ceremony, including Award winner **LADY KARI GAY**. All hail **LADY KARI** as we bestow upon her full honors of the Golden Horseshoe & with the Key to our City of Buckhannon.

Given under my hand & the official seal of
The City of Buckhannon, this 14th day of May, 2020
David W. McCauley, Mayor

MAYOR'S PROCLAMATION

Whereas, West Virginia's Golden Horseshoe Award began in 1931, & is the longest running program of its kind in the United States; &

Whereas, 2020 marks the 90th class of honorees, during which period 15,000 students have been inducted as Knights & Ladies of the Golden Horseshoe Society, or an average of only 165 annual, student honorees throughout our 55 West Virginia counties, or about three student Award winners per year from each West Virginia county; &

Whereas, our B-U community is thrilled to feature four Golden Horseshoe award winners for 2020, all being eighth graders at our Buckhannon-Upshur Middle School; &

Whereas, due to the global pandemic, the knighting ceremony in our State capitol unfortunately had to be canceled this year for public health & safety reasons; &

Whereas, notwithstanding the cancellation of the State ceremony, our Upshur County school system & the City of Buckhannon have collaborated to sponsor their own ceremony to recognize the 2020 Golden Horseshoe Award winners, being the Knights & Ladies of the Golden Horseshoe Society, the ceremony to be held in Jawbone Park in the heart of downtown Buckhannon on Thursday, May 14, 2020 at 2:00 p.m.; &

Whereas, one of our four 2020 B-U Golden Horseshoe Award winners is **MS. MADOLYN LONG**, being one of our B-U community's brightest eighth grade residents whose interests & passions include math, reading, playing the viola, & archery.

NOW, THEREFORE, I, DAVID W. McCAULEY, MAYOR OF THE CITY OF BUCKHANNON, pursuant to the power & authority duly vested in me, do hereby proclaim Thursday, May 14, 2020 to be "**GOLDEN HORSESHOE AWARD & INDUCTION DAY**" throughout our City of Buckhannon. The Class of 2020 to be inducted into the Golden Horseshoe Society includes **Lady Madolyn Long**.

I further urge all of our B-U residents to join our City employees, all members of our City government family, & me to express our most heartfelt pride for & congratulations to all four (4) of our B-U Golden Horseshoe Award winners, being the Class of 2020 Knights & Ladies of the Golden Horseshoe Society during our May 14, 2020 ceremony, including Award winner **LADY MADOLYN LONG**. All hail **LADY MADOLYN** as we bestow upon her full honors of the Golden Horseshoe & with the Key to our City of Buckhannon.

Given under my hand & the official seal of
The City of Buckhannon, this 14th day of May, 2020
David W. McCauley, Mayor

D.6 Letter from Office of State Auditor Re: Reminder of deadline for submitting budget revisions

Office of the State Auditor
Local Government Services
200 West Main Street
Clarksburg, West Virginia 26301

State of West Virginia
John B. McCuskey
State Auditor

Toll Free: (877) 982-9148
Telephone: (304) 627-2415
Fax: (304) 340-5090
www.wvsao.gov

To: All County Commissions
All County Clerks
All City Clerks/Recorders

From: Ora L. Ash, *Ora*
Deputy State Auditor

Date: May 14, 2020

Re: Reminder of deadlines for submitting budget revisions.

June 15: Final Budget Revision for current fiscal year

The State Auditor must be in receipt of the final budget revision for the current fiscal year by June 15. This deadline will assure sufficient time to review, approve and return the request to the county/municipality before fiscal year end. Remember that budget revisions cannot be entered into your books until they have been approved by our office.

July 15: Coal Severance Fund budget revision
(W. Va. Code § 11-13a-6)

The projected fund balance for July 1, 2020 should be revised to actual by July 15, 2020. If the entity finds the fund balance was revised in error for whatever reason, the fund balance may be corrected with another revision after this date.

July 31: General Fund budget revision

The projected fund balance for July 1 should be revised by July 31, 2020. If the entity finds that the fund balance was revised in error for whatever reason, the fund balance may also be corrected with another revision after this date.

All budget documents must be submitted to:
Local Government Services, 200 West Main Street, Clarksburg, WV 26301.
Or emailed to: lgs@wvsao.gov
Or faxed to: 304-340-5090

D.7 Mayor's Thank You Letter to Wilmagene McCauley-Sewing of Masks for Community

May 18, 2020

Mrs. Wilmagene McCauley
121 Randolph Street
Buckhannon, WV 26201

Dear Mrs. McCauley:

On behalf of our entire community, I want to tell you how very much your efforts to sew masks is appreciated by us all. Your daughter, Susie, with whom I'm acquainted on Facebook, tells me that you've sewn more than 200 masks for people in our Buckhannon-Upshur area. Susie is very proud of you, and I think you deserve the thanks of

everyone in Buckhannon. I understand you're 81 years old, and since my own mother is 81, I was especially touched by your kind and caring commitment in helping us all stay safe amid the pandemic.

I'm asking our information coordinator, Callie Cronin-Sams, to contact you for more information about your terrific sewing work and we'll feature your story on our City website. I'm enclosing a City lapel pin that you might wear as a reminder of our heartfelt appreciation. You are a true heroine during this challenging time!

If I or anyone associated with our City may ever be of service to you, Mrs. McCauley, please don't hesitate to contact me at City Hall at (304) 472-1651. Again, on behalf of everyone in our B-U community, thanks so much. We truly appreciate you!

Very truly yours,

David W. McCauley, Mayor

cc: Members of City Council
Callie Cronin-Sams, City Information Coordinator & Grant Writer

D.8 Mayor's Thank You Letter to Upshur Co Commission-Contribution of COVID-19 Funds

May 18, 2020

Honorable Members of Upshur County Commission
Upshur County Courthouse
West Main Street
Buckhannon, WV 26201

RE: Covid-19 funds

Dear Lady & Gentlemen Commissioners:

On behalf of everyone associated with our City of Buckhannon, thank you for your generous contribution of \$22,621 that will be applied to offset some of our municipality's expenses incurred due to the pandemic. I am pleased to report that our City employees have not flinched during these challenging months, as our staff continues to deliver the essential services vital to sustaining our B-U community.

Hopefully, as we emerge from this crisis during the months ahead, we'll see a resurgence of our local economy, and soon we may return to relative normalcy. Please continue to be safe. If we can be of service to you, please don't hesitate to call us City Hall at (304) 472-1651. Again, on behalf of everyone associated with our City operations, thanks so very much for your contribution.

Very truly yours,

David W. McCauley, Mayor

cc: Members of City Council
Amby Jenkins, City Finance & Administration Director
Jerry Arnold, City Public Works Director

Jim Justice
Governor of West Virginia

April 15, 2020

Upshur County Commission
38 W Main Street Rm 302
Buckhannon, West Virginia 26201-2259

Re: COVID-19 Pandemic County Block Grants

Dear Commissioners:

On Friday, April 10, 2020, I announced that—in addition to asking President Trump to allow state, county, and municipality expenses related to COVID-19 response activities to be reimbursed by the forthcoming federal funding—I would be issuing block grants in the amount of \$100,000 to each county in West Virginia to help pay extraordinary costs that your county and the municipalities within your county are incurring for the first responders and true soldiers right on the front lines of this pandemic.

Therefore, enclosed, please find a check in the amount of \$100,000 to be used to help pay for those extraordinary costs that your county and the municipalities within your county are incurring for the first responders and frontline soldiers fighting to stop the spread of this pandemic. This block grant funding, while first directed to your county for initial receipt of funds, should be shared with affected municipalities within your county.

As I said on Friday, the determination of how best to use this money is best made at the local level, but note that there is not unlimited discretion or latitude for how these funds may be used. These block grant funds may only be expended for purposes allowable under the federal Coronavirus Aid, Relief, and Economic Security Act (H.R. 748, the CARES Act), which means that these funds may only be used to cover expenses that:

- (1) are necessary expenditures incurred due to the public health emergency with respect to the COVID-19 pandemic;
- (2) were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for your county or municipality; and
- (3) were or will be incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

These block grant funds are NOT meant to backfill local budgets or to pay ordinary expenses of the county or municipalities. Rather, these block grant funds are meant to help pay the extraordinary expenses being incurred in response to the COVID-19 pandemic in your county and the municipalities within your county, including, without limitation and by way of example only, overtime pay for law enforcement, paramedics, and other first responders; extraordinary emergency operations center costs; and costs of personal protective equipment procured in response to the COVID-19 pandemic. Your county must provide to this Office an itemized accounting of the allowable expenses for which these block grant funds have been used for each month in which these block grant funds are expended by the county or the municipalities within your county. This itemized accounting should be directed to the attention of:

Office of the Governor
Ann Urling
Deputy Chief of Staff
1900 Kanawha Boulevard, East
Charleston, WV 25305

I know and trust that these block grant funds will be a useful tool to local governments in making sure our first responders and frontline soldiers can effectively respond to this pandemic. I also know that these block grant funds are only one piece of the puzzle to fighting through this pandemic, and I will continue to work with our President and federal agencies to secure as much funding as possible to help our state, our counties, our cities, and our communities to respond to and recover from this awful pandemic.

Sincerely,



Jim Justice
Governor

D.9 Deed 15 Madison Street Property Purchase Book 567 Page 454

and sufficiency of which are hereby expressly acknowledged by the Grantor, the party of the first part hereby grants and conveys unto The City of Buckhannon, a West Virginia municipal corporation, WITH COVENANTS OF SPECIAL WARRANTY, free and clear of all liens and encumbrances except those appearing of record, all of these certain lots, tracts or parcels of land, together with any and all improvements located thereon, and fixtures located therein or thereupon, along with the rights of way, easements and appurtenances thereto belonging, situated fronting the South side of Madison Street and the North side of East Lincoln Street, with a commonly known address of 15 Madison Street, in the City of Buckhannon, Corporation District of Upshur County, West Virginia, on the waters of Sawhney Run, and being more particularly bounded and described in EXHIBIT A attached hereto.

The lots, tracts or parcels of land immediately herein described, being the same parcels of property conveyed to CITIZENS BANK OF WEST VIRGINIA, Inc., the party of the first part, from USCHASE, LLC, a Delaware limited liability company, by deed dated April 3, 2017 and of record in the office of the Clerk of the County Commission of Upshur County in **Deed Book 541, at page 48**, and from which said EXHIBIT A is taken. It is the express purpose of the party of the first part to convey to the party of the second party all of the property conveyed in the aforesaid prior deed, regardless of the correctness or sufficiency of the more particular description of said property contained in this instrument.

This deed and conveyance are further expressly made subject to any and all valid, outstanding rights of way and easements which affect the hereinbefore described real estate, and which are matters appearing of record in the aforesaid Clerk's Office or which otherwise would be disclosed by a view and/or an inspection of the premises.

The subject real estate is presently and more particularly referenced and identified by the Upshur County Assessor's Office upon the 2018 Land Book for Corporation District of Upshur County, West Virginia, as being **Parcel 169 upon Tax Map 7**, and reference to said Tax Map and Tax Parcel identification is herein made for all pertinent and proper purposes.

and sufficiency of which are hereby expressly acknowledged by the Grantor, the party of the first part hereby grants and conveys unto The City of Buckhannon, a West Virginia municipal corporation, WITH COVENANTS OF SPECIAL WARRANTY, free and clear of all liens and encumbrances except those appearing of record, all of these certain lots, tracts or parcels of land, together with any and all improvements located thereon, and fixtures located therein or thereupon, along with the rights of way, easements and appurtenances thereunto belonging, situated fronting the South side of Madison Street and the North Side of East Lincoln Street, with a commonly known address of 15 Madison Street, in the City of Buckhannon, Corporation District of Upshur County, West Virginia, on the waters of Jawbone Run, and being more particularly bounded and described in EXHIBIT A attached hereto.

The lots, tracts or parcels of land immediately herein described, being the same parcels of property conveyed to CITIZENS BANK OF WEST VIRGINIA, Inc., the party of the first part, from BSCCHASE, LLC, a Delaware limited liability company, by deed dated April 3, 2017 and of record in the office of the Clerk of the County Commission of Upshur County in Deed Book 541, at page 48, and from which said EXHIBIT A is taken. It is the express purpose of the party of the first part to convey to the party of the second party all of the property conveyed in the aforesaid prior deed, regardless of the correctness or sufficiency of the more particular description of said property contained in this instrument.

This deed and conveyance are further expressly made subject to any and all valid, outstanding rights of way and easements which affect the hereinbefore described real estate, and which are matters appearing of record in the aforesaid Clerk's Office or which otherwise would be disclosed by a view and/or an inspection of the premises.

The subject real estate is presently and more particularly referenced and identified by the Upshur County Assessor's Office upon the 2019 Land Book for Corporation District of Upshur County, West Virginia, as being Parcel 169 upon Tax Map 7, and reference to said Tax Map and Tax Parcel identification is herein made for all pertinent and proper purposes.

RECITAL AND CERTIFICATION PURSUANT TO WEST VIRGINIA CODE 11-21-71b

The undersigned Grantor, upon his oath and under penalty of perjury, by signing this instrument hereby states, acknowledges and affirms on behalf of the party of the first part that it is exempt from the provision of West Virginia Code 11-21-71b concerning real estate sales proceeds withholding for purposes of taxation, as the party of the first part is a resident entity of the State of West Virginia.

DECLARATION OF CONSIDERATION

The party of the first part declares that the consideration paid for the property conveyed in this instrument is Two Hundred Thousand Dollars (\$200,000.00); however, this conveyance is not subject to the West Virginia excise tax upon the privilege of transferring title to real estate, as this is a conveyance made to a political subdivision of the State of West Virginia, as provided for pursuant to the statutory provisions of Chapter 11, Article 22, Section 1 of the Code of West Virginia, 1931, as amended.

WITNESS the following signature of the party of the first part:

CITIZENS BANK OF WEST VIRGINIA, Inc.,
a West Virginia corporation

By: _____
Nathaniel Bonnell

STATE OF WEST VIRGINIA,
COUNTY OF UPSHUR, to-wit:

I, Amberle Jenkins, a Notary Public in and for said County and State, do hereby certify that Nathaniel Bonnell, whose name is signed to the foregoing Deed as Chief Executive Officer of Citizens Bank of West Virginia, Inc., a West Virginia corporation, has this day, before me, in my said county and state, acknowledged the same to be the act and deed of said corporation.

Given under my hand this 5 day of May, 2020.



Notary Public

Following recording, please return this document to:

Amberle Jenkins, Assistant City Recorder
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

D.10 Letter of Request to Walmart & Others RE: Drive-in & Park July 5th Independence Day Fireworks Display Celebration –Citizens Bank, Walgreens, Premier Bank, Community Bank and CVS

May 18, 2020

Ms. Vonda Cable
Buckhannon Walmart Manager
100 Buckhannon Crossroads
Buckhannon, WV 26201

RE: City's July 5 Independence Day celebration with fireworks

Dear Ms. Cable:

Please again accept the most heartfelt thanks of our entire community extended to you and all members of your excellent staff as you continue to execute the amazing work of keeping our community stocked with food and supplies during this pandemic threat. We simply couldn't do it without you!

In effort to offer some semblance of assurance and normalcy for our residents that during these highly abnormal times, that we'll all eventually get through this crisis, and without sending the wrong message that we're already back to normal, our City is exploring a drive-in opportunity to enjoy our annual Fourth of July fireworks display, although we're planning that exhibition for Sunday evening, July 5.

This is where our terrific partnership with Walmart comes in to play. Would Walmart consider allowing our City to use the Walmart parking lot with your hundreds of parking spots for folks to drive in and park for the approximately 20 minute long fireworks display? Our City will handle all traffic control in and out of the lot, and there would be a police and VIPS, i.e., Volunteers in Police Service, presence throughout the event. The fireworks will be set off by a professional pyrotechnics firm with whom we've worked several times to the rear of Citizens Bank as they have been set off during the past several years now, and just a few hundred yards away from Walmart.

Additionally, our City Streets and Parks crews in cooperation with our Waste Collection Department would conduct a thorough sweep of your lot immediately following the event to remove any debris that may accumulate during our event. If Walmart is receptive to this event's co-sponsorship, I'd also ask you if we could just before the fireworks begin, might we also have you turn off or dim the parking lot lights to enhance our attendees' enjoyment of the fireworks?

I realize we're asking a lot, and we'll be very receptive to preparing and executing a formal agreement with Walmart to facilitate our celebration. We would promote this event as one during which attendees could arrive about 9:00 p.m. with the display beginning probably just before or about 10:00 p.m. Attendees will be required to stay within or immediately beside their vehicles. I think it's safe to say that the vast majority of attendees will have departed the Walmart lot by 10:30 p.m. Our event would be promoted as being co-sponsored by Walmart. The very least we can do is to achieve some positive public relations for your company.

Thank you again, Ms. Cable, for considering our request. Please contact me at City Hall at (304) 472-1651 or on my City cell phone at (304) 642-1651 anytime. Everyone associated with our City appreciates you and your fine staff during these challenging days. If we can help you in anyway at anytime, please say the word. This letter is hand delivered to you at our Buckhannon Walmart.

Very truly yours,

David W. McCauley, Mayor

cc: Members of City Council
Amby Jenkins, Director of Finance & Administration
Jerry Arnold, Director of Public Works
Matt Gregory, Police Chief
Tom O'Neill, City Attorney
J.B. Kimble, Fire Chief
Jeff Wamsley, Waste Collection Superintendent
Brad Hawkins, Streets & Parks Superintendent

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	ANGEL MCCAULEY	700-221-00	POLICE DEPT. TRAININ	A MCCAULEY EMT CLASSES	120.00
		700-221-00	POLICE DEPT. TRAININ	A MCCAULEY EMT CLASSES	80.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,750.80
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	409.45
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111390-4 POL	87.74
		700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	142.40
	**PAYROLL EXPENSES			5/07/2020 - 5/20/2020	28,711.89
				TOTAL:	37,043.50
FIRE	LYKINS OIL COMPANY	706-343-00	FIRE DEPT. AUTO SUPP	FIRE DEPT APRIL 2020 FUEL	214.67
	LOWES BUSINESS ACCOUNTS	706-221-00	FIRE DEPT. TRAINING	DOOR ENTRY PROC	145.94
	BREATHING AIR SYSTEMS CORP	706-459-00	FIRE DEPT. CAPITAL O	BOTTLE, LABOR	-2,339.00
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	874.81
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	204.60
	EMERGENCY REPORTING	706-341-00	FIRE DEPT. MATERIAL	PCR UPGRADE SETUP FEE	588.00
	**PAYROLL EXPENSES			5/07/2020 - 5/20/2020	14,169.43
				TOTAL:	18,536.45
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	MISC WASTE STREET DEPT	126.91
	MON POWER	750-213-00	STREET DEPT. UTILITI	110123905108 25 N LOCUST S	10.25
	LYKINS OIL COMPANY	750-343-00	STREET DEPT. AUTO SU	STREET DEPT APR 2020 FUEL	1,040.88
	FISHER AUTO PARTS INC	750-343-00	STREET DEPT. AUTO SU	Brake light bulb for 8-9	5.75
		750-343-00	STREET DEPT. AUTO SU	Battery for Mini Excavator	96.27
		750-343-00	STREET DEPT. AUTO SU	DEF Fluid for 8-5 & 8-11	36.36
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	ALL DEPT OCT 2019 UNIFORMS	834.33
	COLE TRUCK PARTS INC	750-343-00	STREET DEPT. AUTO SU	U Bolts and Mirror	256.00
		750-343-00	STREET DEPT. AUTO SU	U Bolts and Mirror	58.96
	WV PAGING	750-213-00	STREET DEPT. UTILITI	STREET DEPT PAIGERS	23.00
	AIRGAS USA, LLC	750-341-00	STREET DEPT. MAT & S	Bottle of Argonfor welder	49.30
	MOUNTAINEER GAS COMPANY	750-213-00	STREET DEPT. UTILITI	341416-404855 17 1/2 FACTO	86.68
		750-213-00	STREET DEPT. UTILITI	269256-314209 4 FACTORY ST	169.95
		750-213-00	STREET DEPT. UTILITI	269255-492564 6 FACTORY ST	200.24
	SCOTT ELECTRIC CORP	750-458-05	STREET DEPT PROJECTS	Conduit and cable protect	248.74
	DIVISION OF WATER & WASTE M	750-458-08	GATEWAY WEST GRANT E	GATEWAY WEST PH2	300.00
	NAFA-AMTOWER AUTO SUPPLY	750-341-00	STREET DEPT. MAT & S	Battery Tester	60.96
		750-343-00	STREET DEPT. AUTO SU	Oil and filters	60.74
	UPSHUR ULTRA POWER	750-343-00	STREET DEPT. AUTO SU	U Bolts for 5-10	48.18
	LOWES BUSINESS ACCOUNTS	750-341-00	STREET DEPT. MAT & S	Shovels	86.40
		750-341-00	STREET DEPT. MAT & S	Chains for Shop	22.78
	GEORGE L WILSON & CO INC	750-458-05	STREET DEPT PROJECTS	ADA mats	2,580.00
	CENTRAL SUPPLY CO	750-458-05	STREET DEPT PROJECTS	Concrete for Madison	3,556.18
		750-458-05	STREET DEPT PROJECTS	Concrete for Madison	1,778.09
	ATCO INTERNATIONAL	750-341-00	STREET DEPT. MAT & S	Laytex gloves COVID-19	84.57
		750-341-00	STREET DEPT. MAT & S	Hand Sanitizer COVID-19	185.00
	GLOBAL TRACKING COMMUNICATIO	750-211-00	STREET DEPT. TELEPHO	FEB 2020 TRACKING SERVICE	189.30
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	22MCHS 2019 RAM 1500	635.79
		750-459-00	STREET DEPT. CAPITAL	22MGMW 5500 CHASSIS DUMP T	961.06
	JOHN BOGGS dba VJG ASSOCIA	750-341-00	STREET DEPT. MAT & S	Gloves and safety glasses	1,270.48
	CRITES ELECTRICAL SUPPLY INC	750-341-00	STREET DEPT. MAT & S	Wire and switches	183.88
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	STREET DEPT SERVICE 5400	31.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	870.18
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	203.49
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	81.30

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			5/07/2020 - 5/20/2020	14,101.39
				TOTAL:	30,530.96
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 918 008 MAIN ST	5,274.96
				TOTAL:	5,274.96
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	130 088 985 459 MT, 119	44.90
		752-213-00	TRAFFIC SIGNALS POWE	13008885624 ST, 20 8TH C	60.93
		752-213-00	TRAFFIC SIGNALS POWE	13008182043 W. MAIN ST	5.21
		752-213-00	TRAFFIC SIGNALS POWE	13008820243 MAIN ST	37.58
		752-213-00	TRAFFIC SIGNALS POWE	130080749291 S. MAIN ST	24.24
				TOTAL:	173.56
PARK 40% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% ROT/MOT PD	HOTEL-HOTEL TAX APR 2020	1,819.79
				TOTAL:	1,819.79
CVR 40% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/HOTEL 70% PAID	HOTEL-HOTEL TAX APR 2020	4,246.15
				TOTAL:	4,246.15
STOCKERT YOUTH CENTER	UNIFIRST CORP.	907-215-00	MAINTENANCE	ALL DEPT OCT 2019 UNIFORMS	46.13
	LEAF	907-341-01	OPERATING EXPENSES	COPIER LEASE	167.20
	J T MARTIN COMPANY INC	907-341-01	OPERATING EXPENSES	3YC FIRE EXT INSPECTIONS	64.90
	ON POINT ATHLETICS LLC	907-356-00	YOUTH BASKETBALL	FLAME GIBLS HB JERSEYS	490.00
	LOWES BUSINESS ACCOUNTS	907-341-00	MATERIALS & SUPPLIES	EMERG LIGHTS	40.84
		907-341-00	MATERIALS & SUPPLIES	EMERG LIGHTS	59.23
	GLOBAL TRACKING COMMUNICATIO	907-211-00	TELEPHONES	FEB 2020 TRACKING SERVICE	18.33
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	3YC WORTHIN PEST CONTROL	35.30
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	183.04
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	38.33
	SARA FINEHAM	907-341-00	MATERIALS & SUPPLIES	BEHIND ROOM RENTAL DEPOSIT	20.00
	FRONTIER	907-211-00	TELEPHONES	473-0145-042701-4 SVC	187.68
	**PAYROLL EXPENSES			5/07/2020 - 5/20/2020	2,629.60
				TOTAL:	4,000.38
CONVENTION CENTER	USDA, RURAL DEVELOPMENT	910-457-00	CONFERENCE CENTER FA	CORP CENTER MAY 2020	3,351.00
				TOTAL:	3,351.00
SAFETY COMPLEX POLICE	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	OUTSIDE SERVICE POLICE	45.00
	CIVIL & ENVIRONMENTAL CONSULT	976-459-38	TERA GRANT1 GENERAL	ESMA GEN GRANT 1 STEEL	318.95
				TOTAL:	363.95

COUNCIL REPORT GF UNPAID INVOICES

VENDOR	\$AMT	DESCRIPTION	Acct #
AutoZone	\$129.99	Brake pads & rotors	001-706-343-00
Brewer & Company of WV	\$475.00	Annual sprinkler inspection	001-976-216-00
Interstate Rescue LLC	\$164.21	Forehead thermometers - Covid 19	001-706-341-00
St. Joseph's Hospital	\$260.64	Medical Supplies - Covid 19	001-706-341-00
St. Joseph's Hospital	\$65.12	3pk Naloxone	001-706-341-00
Southern States	\$134.99	Rocky steel toe boots - summer help	001-750-341-00
Lowes	\$29.70	Stapler & staples	001-700-341-00

E.4 Accept Resignation BPD Corporal Joshua Wilson

Chief Gregory,

Due to the situation I am resigning from my position as a Police Officer with the Buckhannon Police Department effective 5-11-2020. I would like to cash out my vacation time. Please accept my resignation at this time.

Joshua R Wilson



5-11-2020

Motion to approve the Consent Agenda made by Rylands/Albaugh. Motion carried unanimously.

F. Strategic Issues for Discussion and/or Vote

F.1 To Instruct Police Civil Service Commission to Certify List of Eligibles & Possibly Test for Probationary Police Officer - The Mayor provided an overview of this potential action.

Motion to instruct the Police Civil Service Commission to certify list of eligibles & possibly test for a Probationary Police Officer was made by Sanders/Rylands. Motion carried.

F.2 Mayor's Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement -The Mayor provided an overview of the authority he needs to have granted by Council to execute USI WV Public Employees Insurance Agency consulting agreement. Recorded at City Hall as City Agreement A299.

Motion to provide the Mayor the authority to execute the USI WV Public Employees Insurance Agency Consulting Agreement was made by Sanders/Thomas. Motion carried.

F.3 Discussion Revised City of Buckhannon Employee Handbook - City Attorney O'Neill reviewed the revised City of Buckhannon Employee Handbook and provided a suggestion, which had been submitted to him, that we change the smoke-free policy to a tobacco-free policy. A discussion took place regarding the various City facilities that should be considered for this new policy.

A motion to make the Public Safety Complex, City Hall, Stockert Youth & Community Center and the Charles Gibson Memorial Library tobacco-free facilities was made by Albaugh/Thomas. Motion carried.

F.4 Approval Allocation of Funds Stockert Youth & Community Center Fire Alarm System Replacement - Amby Jenkins reviewed the necessary repair needed for the Stockert Youth & Community Center Fire Alarm System.

F.5 Approval Resolution 2020-05 Budget Revision - Amby Jenkins explained the necessary budget revisions.

Motion to approve the requested budget revisions made by Sanders/Rylands. Motion carried. Roll call vote for this budget revision was called for. Here are those results:

- | | |
|----------------------|------------------------------------|
| Albaugh - Yes | Thomas - Yes |
| Bucklew - Yes | City Recorder Sanders - Yes |
| Rylands- Yes | Mayor McCauley - Yes |
| Skinner - Yes | |

RESOLUTION 2020-05

At a regular session of the municipal council, held (month, day and year) May 21, 2020, the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the (town or City of) Buckhannon. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number General Fund #6, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Randall Sanders, and duly seconded by C. Howard Rylander the vote thereon was as follows:

Mary Albaugh	<u>Mary Albaugh</u>	<input checked="" type="radio"/> Yes or No
Hobbie Skinner	<u>Hobbie Skinner</u>	<input checked="" type="radio"/> Yes or No
Clifford Rylander	<u>Clifford Rylander</u>	<input checked="" type="radio"/> Yes or No
Patricia Buckler	<u>Patricia Buckler</u>	<input checked="" type="radio"/> Yes or No
J David Thomas	<u>J David Thomas</u>	<input checked="" type="radio"/> Yes or No
Randall Sanders	<u>Randall Sanders</u>	<input checked="" type="radio"/> Yes or No
David W McCauley	<u>David W McCauley</u>	<input checked="" type="radio"/> Yes or No

WHEREUPON, Recorder-Randall Sanders, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the Randall Sanders is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

LD90101 (Rev. 2017)

De Ann, Deputy State Auditor
West Virginia State Auditor's Office
183 West Main Street, Suite C
Martinsburg, WV 25701
Phone: 827-2415 ext. 8114
Fax: 827-2417

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (S 11-4-26a)

CONTROL NUMBER
Request No. 06/05/2020
Fund: 1
Request Number: 6
Pages: 1 of 1

Person To Contact Regarding Request
Name: Arberlys Jenkins
Phone: 304-472-1681
Fax: 304-472-2834

City of Buckhannon
GOVERNMENT ENTITY

18 S Main St

STREET OR PO BOX

Buckhannon 26200

CITY ZIP CODE

Municipality

Government Type

REVENUES: (net each acct)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
320	Fines, Fees & Court Costs	31,800	12,218		43,918
325	Licenses	17,000	1,500		18,500
330	RPY FINE/ORDINANCE Violations Pen.	48,000	8,500		48,000
362	Charges to Other Entities	132,500	1,529		134,029
399	Miscellaneous Revenues	13,496	10,000		23,496
	Net				

NET INCREASE/DECREASE Revenues (ALL PAGES)

35,247

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 389, Contributions from Other Funds:

Transfer from Sales Tax fund 221 to General Fund per council

EXPENDITURES: (net each account category)

(WV CODE 1-1-6)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
400	Mayor's Office	189,580	12,500		172,080
499	Contingency	103,381		18,289	87,092
700	Police Department	1,162,213	14,583		1,176,733
750	Streets and Highways	1,338,109	13,300		1,351,409
752	Signs and Signals	17,500	1,000		18,500
753	Street Personnel	20,000		4,300	15,700
900	Waste Program	290,425	12,478		308,901
	WVA				
	WVA				
	WVA				
	WVA				
	Net				

NET INCREASE/DECREASE Expenditures

33,247

APPROVED BY THE STATE AUDITOR

Arberlys Jenkins 5/21/20
AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

Deputy State Auditor, Local Government Services Division

GF BUDGET REVISION #6	Original Budget	Increase/Decrease	Budget		
001-325-000-00	City Business Lic	\$ 17,000.00	\$ 1,500.00	\$ 18,500.00	Added Data Max
001-330-000-00	IRP Truck Fees	\$ 40,000.00	\$ 8,000.00	\$ 48,000.00	
001-320-000-00	Court Costs, Fees & Charges	\$ 25,000.00	\$ 10,658.00	\$ 35,658.00	Tickets Up Go toward Police Phones
001-320-000-02	Police Fee Citations	\$ 6,000.00	\$ 1,500.00	\$ 7,500.00	
001-362-000-06	Arb/Drains Fees	\$ -	\$ 569.00	\$ 569.00	
001-362-000-17	Zumba / Kickboxing	\$ -	\$ 700.00	\$ 700.00	
001-362-000-15	SYC Children's Festival	\$ 500.00	\$ -	\$ 260.00	\$ 760.00
					Help less contribute to go toward claim funding in Street Dept.
001-399-000-00	Miscellaneous	\$ 10,950.00	\$ 10,000.00	\$ 20,950.00	
		\$	\$ 33,247.00		
001-409-341-00	Mayor's Supplies & Materials	\$ 30,500.00	\$ 9,500.00	\$ 40,000.00	Added Data Max & CC Fee Tip
001-699-568-00	Contingency Council Determine	\$ 103,381.00	\$ (18,289.00)	\$ 87,092.00	\$1T for fireworks, \$13289 for SVC fire alarm repairs
001-409-341-05	Event/Firework Expense	\$ 5,046.00	\$ 3,000.00	\$ 8,046.00	
001-907-459-00	SYCC Capital Outlay	\$ 3,000.00	\$ 13,289.00	\$ 16,289.00	
001-708-341-04	CVR-LET-RI Fees Expended	\$ 7,400.00	\$ 13,000.00	\$ 20,400.00	Tickets Up Gas Tab up & new gas for an officer
001-700-211-00	Police Dept Telephones	\$ 8,000.00	\$ 1,500.00	\$ 9,500.00	
001-706-214-00	Fire Dept Travel Expense	\$ 3,000.00	\$ (2,000.00)	\$ 1,000.00	Per Chief request
001-706-226-00	Fire Dept Insurance and Bonds	\$ 38,000.00	\$ (2,000.00)	\$ 36,000.00	
001-706-341-00	Fire Dept Material & Supplies	\$ 8,000.00	\$ 4,000.00	\$ 12,000.00	Per Chief request
001-753-341-00	Snow Removal	\$ 20,000.00	\$ (4,300.00)	\$ 15,700.00	
001-750-105-00	Street Dept Insurance	\$ 115,988.00	\$ 10,000.00	\$ 125,988.00	Started GPS Trackit Heating Bills higher in the winter mos.
001-730-211-00	Street Dept Telephones	\$ 5,000.00	\$ 1,400.00	\$ 6,400.00	
001-750-213-00	Street Dept Utilities	\$ 8,000.00	\$ 1,700.00	\$ 9,700.00	
					Bought Chain Saw, Chainsaw, Woodcutter, New Hammer, 2005 Freight Linc 60' boom truck & enterprise lease.
001-730-459-00	Street Dept Capital Outlay	\$ 47,000.00	\$ 200.00	\$ 47,200.00	
001-752-213-00	Traffic Signals Power	\$ 2,500.00	\$ 1,000.00	\$ 3,500.00	
001-907-101-00	SYC Salaries	\$ 129,000.00	\$ (6,700.00)	\$ 122,300.00	
001-907-105-00	SYC Group Insurance	\$ 25,300.00	\$ 3,058.00	\$ 28,358.00	By Water Coding

001-907-216-00	SYC Maintenance	\$	6,000.00	\$	1,000.00	\$	7,000.00	A/C Unit Repair
001-907-359-00	Art/Drama Program	\$	250.00	\$	569.00	\$	819.00	Crystal Brown Art Class
001-907-368-01	Zumba / Kickboxing	\$	100.00	\$	1,000.00	\$	1,100.00	Kickboxing classes started
001-907-458-01	SYC Children's Festival	\$	1,000.00	\$	260.00	\$	1,260.00	
		\$		\$	33,247.00			

F.6 West Virginia Strawberry Festival Association, Inc Request Funding of \$5,000.00 –
A discussion took place regarding this request and the recent application that was made for a grant from the WV Arts & Humanities Council. COB's Callie Cronin-Sams assisted in the preparation of the application that has the potential of providing up to a \$10,000 grant to the West Virginia Strawberry Festival. There is a concern that there could be a funding conflict should both the grant and our funding be approved. Therefore, it is recommended that we wait to hear the results of the grant request that is pending before determining if we should provide additional funding to the festival at this time.

A motion to table this matter was made by Thomas/Bucklew. Motion carried.



May 16, 2020

Buckhannon City Council
70 East Main Street
Buckhannon, WV 26201

Dear Council,

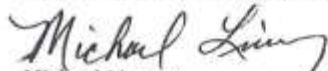
We hope this letter finds everyone well given what is occurring in our country right now. As you are aware, the Festival has been postponed due to the COVID-19 until May 2021. Given this situation, we have suffered a major loss of revenues from our Sponsorships, pageants, carnival, and other events held throughout the year. Thanks to working with Callie Cronin-Sams, our City Information and Grant Writer; we have applied for a \$10,000 grant from the West Virginia Humanities Council CARES Act Emergency Relief Grant. We hope to hear from this organization soon on the status of our Grant.

Since we continue to have Operating Expenses outside of the Festival and given the unprecedented events over the last several months, we are in need of Operating Funds at this moment and are requesting \$5,000 to help us to be able to operate until work begins for continuing the planning and execution of the 79th West Virginia Strawberry Festival in 2021 and Sponsorships and revenues begin to come in.

As always, the City of Buckhannon has been a gracious supporter of the West Virginia Strawberry Festival over the 79 years! If you have any questions, please feel free to contact myself or Michael Livesay, Treasurer.

Thank you,


Sandra Bennett,
President & Executive Director


Michael Livesay,
Treasurer



F.7 Event Request July 5th Independence Day Fireworks Display Celebration – A
discussion regarding the restructured July 5th Independence Day Fireworks Display Celebration took place.

Motion to approve the Event Request for a July 5th Independence Day Fireworks Display Celebration was made by Albaugh/Sanders. Motion carried.

F.8 Adoption of Relaxed Measures- COVID-19 Pandemic – Action taken on this matter earlier in the meeting.

F.9 Discussion/Possible Action on Host City Bid for World Association of Marching Show Bands World Championships 2023 – City Recorder Sanders presented a request for the City to prepare a Host City bid for the World Association of Marching Show Bands World Championships 2023, July 18 through 24, 2023. Discussion took place on the idea.

Randall H. Sanders

88 Pocahontas Street, Unit 118
Buckhannon WV 26201

Telephone (304) 472-4026

May 21, 2020

Mayor David McCauley
Members of City Council
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

RE: World Association of Marching Show Bands (WAMSB) World Championships 2023

Mayor McCauley and Fellow Council Members,

During these unprecedented times, I am proud of the City's reactions to the COVID-19 pandemic. From the beginning of the outbreak, each day gave way to a critical problem that was met with swift action by all involved, proving the that term #BuckhannonStrong had depth!

As some of you already know, one of my goals for Buckhannon is to see our community continue to flourish as a destination spot to thousands. To that end, I am looking toward the future with hopes that the City will consider bidding on an event that would result in over 2,000 young people and thousands of supporters, from around the World, spending a week in Buckhannon. I am requesting that we explore presenting a proposal to the World Association of Marching Show Bands (WAMSB) for holding their World Championships 2023 here in Buckhannon, WV!

For a proper overview, I invite you to review the WAMSB website at <https://wamsb.org/>. You will see that the 2020 World Championships were scheduled to be held in Bangkok, Thailand but are currently postponed due to the global pandemic - COVID-19 virus. The 2021 WAMSB World Championships are scheduled for July 1- 4, 2021 in Rastede, Germany; and, the 2022 WAMSB World Championships are scheduled for July 2022 in Limerick, Ireland.

The first sanctioned World Championship for Marching Show Bands was held in Canada in July of 1996. Since then, sanctions have been granted to host the Championship in Australia, Brazil, Germany, Italy, Japan, the United Kingdom, USA, Taiwan, and Canada. Requests to apply for sanction have come from several other nations of the world. Thailand, Singapore, Malaysia, Korea, Poland, and Austria are currently vying to host future Championships.

To be awarded a sanction, the base requirement is that WAMSB standards, rules, regulations, and officials are to be utilized. Consideration is given to a rotation of the location of the Championship which will provide access to a quality event for all marching show bands on a worldwide basis. The event is to be operated on an affordable basis for bands coming from around the world. The inclusion of local volunteers and organizations is required. The potential for increased interaction of various band organizations in the hosting nation is also taken into consideration.

After much review of my own, and consultation with those familiar with the World Association of Marching Show Bands, I truly believe that Buckhannon can be a viable Host City Candidate for the 2023 WAMSB World Championship, scheduled for July 18 through July 24, 2023.

Buckhannon has proven over and over that it can handle an influx of thousands of visitors whether it is during the United Methodist Conference; those who celebrate the annual WVWC Homecoming activities; and, the thousands who attend the annual West Virginia Strawberry Festival. Buckhannon is poised to be the perfect location for the 2023 World Association of Marching Show Bands World Championships.

While I have compiled a great deal of information to use when preparing the actual bid for the event, it is

now time to confirm the availability of the key locations for us to host the participants and activities. We need to explore potential grants and partnerships with the various tourism departments on the city, county, state, and national level, as the anticipated budget for this event will be approximately \$150,000. The one other time the competition was hosted in the United States was in 2017 when it was held in Palms Springs, California. The event reportedly accounted for \$1,000,000 (one-million dollars) into the local economy and provided a \$56,000 profit to the organizing committee, which was donated to the local high school band programs.

My request is that the Council approve a working committee officially be formed to explore the viability of securing the necessary facilities and funding to prepare a successful bid to the WAMSB. The initial committee members would include myself, Callie Cronin-Sams of the City of Buckhannon, Laura Meadows of the Upshur County Convention & Visitors Bureau, and Alisa Lively of West Virginia Wesleyan College. The organizing efforts will eventually need support from several other persons along with key organizations such as The Chamber of Commerce, Create Buckhannon, West Virginia Strawberry Festival, and more.

The first draft of the bid will be due by July 15, 2020, after which we would receive appropriate critique so that we can prepare a final bid that will be reviewed in November by the WAMSB followed by the announcement of the host city/country.

I will close with our Mission Statement: "By utilizing the organizational skills of our Upshur County residents; the existing infrastructure of the amazing City of Buckhannon; the strength and vitality of our county-wide school system; and, the breath-taking beauty of the West Virginia Wesleyan College campus, we will provide an educational, enjoyable and cost-effective venture for all participants of the 2023 World Association of Marching Show Bands Championships!"

Thank you Council Members for your consideration.

Sincerely yours,



Randy Sanders

Motion to prepare a Host City Bid for the World Association of Marching Show Bands World Championships 2023 was made by Albaugh/Rylands. Motion carried.

F.10 To Appoint Committee Naming of New Street beside CVS – The Mayor read the following statement:

NAME THE NEW STREET CONTEST MAY 2020

Okay folks- we have a new street that's been created as a consequence of our alley trade with St. Joseph's Hospital. This new stretch is located right beside & just to the west of CVS on West Main Street. All nominations for the new street's name should be sent to City Hall, attention Callie Cronin-Sams, Information Coordinator, 70 East Main Street, Buckhannon, WV 26201. Please be sure to include your name, as the ultimate winner will be recognized by City Council at City Hall.

Lewd, vulgar, or inappropriate nominations will not be considered. Nominations must be submitted by mailing postmarked by June 30 or received by Callie's email at callie.csams@buckhannonwv.org.

After June 30, a committee of Callie Cronin-Sams; Public Works Director Jerry Arnold; Finance & Administration Director Amby Jenkins; the mayor; & city recorder will be tasked with reviewing all nominations & preparing a list of three to five of the best names for consideration by both our residents & the Council. We'll hope to complete this process during July, & thereafter will put up the new street signs & recognize the winning submittal. Our winner will receive an authentic street sign of their own along with a proclamation! Have fun- name our new street!

Motion to approve the committee to oversee the naming of the new street beside CVS and the process as outlined in the Mayor's statement made by Albaugh/Skinner. Motion carried.

G. Comments and Announcements

- **Council Member Albaugh** – She reminded us of the Memorial Day celebration scheduled for Monday and she also reminded us to continue being careful as to the COVID-19 pandemic.
- **Council Member Bucklew** – She ask about having someone at the Transfer Station one weekend a month to assist senior citizens with drop offs. Jerry Arnold did say that there are staff members who are there to assist. Pam will let her constituents know.
- **Council Member Rylands** – Nothing further
- **Council Member Skinner** – He thanked everyone who have participated in the Small Business Photography fundraiser. He is working on between 100 – 120 orders now. All proceeds with help small businesses reopen.
- **Council Member Thomas** – Nothing further.
- **City Recorder Sanders** – He thanked Councilman Skinner for his efforts in supporting small businesses. He also thanked the Council for supporting the bid for the World Association of Marching Show Bands World Championships 2023.

H. Mayor's Comments and Announcements – The Mayor thanked the Upshur County Commission for the funds that will cover the COVID-19 expenses the City has incurred. He mentioned the College is working on the plan to bring students back in the fall and he hopes that sometime in June we will be receiving information for the community. He thanked Council Member Albaugh for her work with the Veterans. He thanked all the volunteers who helped install the flags at the Heavner Cemetery and the banners of Valor at Jawbone Park.

The Mayor reiterated a request from Amby Jenkins, encouraging everyone to support the Charles Gibson Public Library Levy, which is on the June 9, 2020 ballot.

- **Mayor's Letter to Honorable James C. Justice, II, Governor RE: AML Grant Application**

May 8, 2020

Honorable James C. Justice, II
Office of the Governor
State Capitol
1900 Kanawha Blvd. East
Charleston, WV 25305

RE: Buckhannon's AML grant application

Dear Governor Justice:

On behalf of our entire City, I again thank you for the leadership you have demonstrated during these most challenging days as we together battle the covid-19 virus. I'm reaching out to you this time regarding Buckhannon's Abandoned Mine Land grant application that was filed last summer. I know you have more on your plate right now than any of us could possibly imagine, but I wanted to update you on Buckhannon's efforts to assist in funding part of the project we applied for with the AML funds.

Our proposed project is essentially a two-fold one, first to extend our river walk & bicycle/mountain bike trail to the Sago Mine Memorial to our south, about four miles as the crow flies, and to the Pringle Tree Memorial Park to our north, about two miles north of our City's corporate limits. The second element of our project is to establish a trails-head facility for runners, hikers, bikers, and kayakers, that is, a facility that will serve as a drop-off and pickup point for those utilizing our extended trails here, and a locker room facility for those folks. The perfect place for this facility is to expand our existing Stockert Youth and Community Center in the heart of our town. Our Stockert Center is owned and operated by the City of Buckhannon. Our staffers there are City employees. Our Center is funded by grants, fees, and annual funding contributions from the City, the Upshur County Commission, and the Upshur County Board of Education.

As you know, on January 2, 2006, our community was devastated by the Sago Mine disaster. In 2006, the Sago Mine disaster was the worst to occur in our state in nearly 40 years. The Sago Mine Memorial is a sacred and much visited place here near Buckhannon in Upshur County. The Memorial is located just off of our beautiful Buckhannon River. There were 13 victims of the disaster, and but one survivor of it. I, then serving as City Attorney, and many others of us still working for our City- were parts of the relief team that established our City Hall as a drop-off point for food, water, and supplies that were

then transported out to the mine site to accommodate the rescuers and gallant relief efforts to save our miners. When the worst possible news came down in the early hours of January 4 that we had lost 12 of our miners, a make-shift morgue was established here in town at our Central Elementary School building, then and still owned by West Virginia Wesleyan College. Central School, still standing, is situated but four blocks from our Stockert Center.

Those of us in Upshur County sincerely believe that there could not possibly be a more appropriate place to invest AML funds than right here in Buckhannon and by extension to the Sago Mine Memorial. First and foremost, our project will heighten the awareness of the horrible tragedy occurring here now 14 years ago. Second, the extensions of our river trail will be a real economic boom to our region as we feature all of the best things that our beautiful terrain offers- hiking, biking, kayaking, rafting, and canoeing. Third, our Stockert Youth and Community Center that is a primary place for after-school programs for our B-U kids would also double as the trails-head. Our children will come to know all the better about the heroes who were miners, and of the heroes who sought to rescue them. This tragedy is deeply imbedded as part of our community's history and lore. Fourth, our community has seen a constant reduction in coal mining activity virtually ever since the Sago Mine disaster. The Sago Mine is no longer operating.

Many of us have been vigilant in raising seed money for and contributing to this excellent project. Earlier this week we received the largest gift to date taking our campaign to help realize this project to nearly \$440,000. To do this project right, we really need AML funding assistance. We know that Senators Capito and Manchin, along with U.S. Commerce Secretary Wilbur Ross, all support this project. I think you will find Buckhannon's AML grant application to be a very thorough and well assembled request for funding. If I or anyone with our City team can answer any questions you may have about our grant request, please contact me at City Hall at (304) 472-1651, or on my City cell phone at (304) 642-1651, or at my home at (304) 472-3028. All of us in our Buckhannon-Upshur community sincerely appreciate your consideration of our request. We would love to have you here when we break ground on our project!

Very truly yours,

David W. McCauley, Mayor

cc: Members of Buckhannon City Council
Members of Stockert Youth & Community Center's Board of Directors
Upshur County Commission
Upshur County Board of Education

I. Adjournment

Motion to adjourn at 8:39 PM was made by Albaugh/Thomas. Motion carried.

Mayor David McCauley

City Recorder Randall H. Sanders
