

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

A regular meeting of the Buckhannon City Council was held on Thursday, November 5, 2020 at 7:00pm in City Hall. The following were in attendance:

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

Building Commission Members present were: President-Dr Jeffery Harvey, Maureen Wilson, Renee Preston and Lewis Simmons.

**Guests:**

Tom Aman of Steptoe and Johnson (phone).

Upshur County School Board was represented by: Superintendent-Sara Stankus, Member-Tammy Samples and Teacher of the Year-Erin Anderson.

***City Council of Buckhannon – 7:00 pm in Council Chambers  
Meeting Agenda for Thursday, November 5, 2020***

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

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

**A. Call to Order**

- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America
- A.3 Mayor's Greetings

**B. Recognized Guests**

- B.1 Steptoe & Johnson PLLC Attorneys At Law
- B.2 COB Municipal Building Commission
- B.3 Dr. Sara Stankus & Mrs. Erin Anderson –Upshur County Schools

**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 Fire Chief- JB Kimble
- C.5 City Attorney- Tom O'Neill

**D. Correspondence & Information**

- D.1 BFD-Grant Denial-FY 2019 Staffing for Adequate Fire & Emergency Response (SAFER) FEMA/DHS Grant Program
- D.2 Zoning Board of Appeals-72 Boggess Street
- D.3 CALEA Confirmation Letter for Web Based Assessment Law Enforcement Accreditation Review
- D.4 ART26201 News Release-First Energy Foundation Gifts \$5K in Support of Colonial Theatre Renovation
- D.5 Proclamation-American Indian Heritage Month-November 2020
- D.6 CGP Foods, Inc. Shop 'n Save Express- Zoning Form to WVABCA Licensing Department
- D.7 Report of Cat & Dog Activity –Upshur County Commission-September 2020
- D.8 CityPR: Veterans Day Program FB Live Stream Online & Broadcast on TV Channel 3 on November 11<sup>th</sup> at 11am
- D.9 CityPR: City Plants Two Hybrid American Chestnut Trees at Riverwalk in Collaboration with WesMon Ty RC&D
- D.10 FOIA Request-Retained Equity, LLC-Unclaimed Property
- D.11 City Attorney's letter to Altice USA, Suddenlink RE: Notice of Intent to Renew TV Cable Franchise Agreement & Written Comments from Public regarding issues and complaints
- D.12 WV DOT Alternative Transportation Grant Award-Poundstone Riverwalk Trail #4 Project

**E. Consent Agenda**

- E.1 Approval of Minutes-Regular Meeting 10/15/2020 & Special Meeting 10/22/2020
- E.2 Approval of Building and Wiring Permits
- E.3 Approval of Payment of the Bills
- E.4 Accept 2021 Holiday Schedule

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

- F.1 To consider for adoption on first reading an Ordinance of the City which authorizes (i) the acquisition by the City of Buckhannon Building Commission (the "Building Commission") of real property located in the vicinity of 395 Mudlick Road to be used by the City as public works facilities, (ii) the leasing of such real property and all improvements and appurtenances thereto by the City from the Building Commission, (iii) the sale and issuance by the Building Commission of its Lease Revenue Bonds in an amount not to exceed \$1,600,000 for the purpose of financing the costs of the acquisition of such real property, and (iv) the execution and delivery by the City of an Agreement and Lease and other documents in connection with such financing
- F.2 Approval Change Order-Sutphen Rescue Fire Pumper Apparatus Truck
  - F.3 Approval Ordinance No. 447 Revised Downtown Parking -1<sup>st</sup> Reading
  - F.4 Ratify the COB Board Appointments FY 2020/21 Charles Gibson Public Library
  - F.5 Approval Appointment of Audit Committee FY 2020/21

**G. Comments and Announcements**

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

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

**I. Adjournment**

Posted 11/02/2020      Next Regular Scheduled City Council Meeting Thursday, November 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. Mayor Skinner called the meeting to order following by a moment of silence and pledge to the flag.

**B. Recognized Guests:**

**B.1 Steptoe and Johnson PLLC Attorneys at Law – Tom Aman**

**B.2 City of Buckhannon Municipal Building Commission**

Mayor Skinner informed Council that F.1 to consider adoption of Ordinance Authorizing acquisition by the City of Buckhannon Building Commission to be used by the City of Buckhannon.

Mayor Skinner recognized Attorney Tom Aman and City Attorney Tom O'Neill.

Attorney O'Neill briefly reminded everyone of the proposal to acquire the property located at 395 Mudlick Road. The Building Commission would acquire the property through bond issuance and lease it to the City. The ordinance tonight would authorize the Building Commission to take title of the property. The City would lease the property, subject to the standard non-appropriation clause.

Attorney Aman reiterated that the Building Commission is being utilized in order that the City can acquire the property so the City will not violate any constitutional prohibition of accruing debt by municipalities. Basically, the bulk of the work will be done by the Building Commission and it will actually issue the bond but the City is the party to the lease. The Building Commission assigns its rights of the lease/rentals to the bond holder as security for the bonds.

**City Ordinance**

**ORDINANCE NO. \_\_\_\_ OF**  
**THE CITY OF BUCKHANNON**

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**AN ORDINANCE AUTHORIZING AND APPROVING THE ACQUISITION BY THE CITY OF BUCKHANNON BUILDING COMMISSION (THE "ISSUER") OF REAL PROPERTY, FIXTURES, PERSONAL PROPERTY AND APPURTENANCES LOCATED IN THE VICINITY OF 395 MUDLICK**

**ROAD IN THE CITY OF BUCKHANNON TO BE USED BY THE CITY OF BUCKHANNON AS PUBLIC WORKS FACILITIES AND SUPPORTING OTHER CITY SERVICES; AUTHORIZING THE LEASING OF SUCH REAL PROPERTY AND ALL IMPROVEMENTS AND APPURTENANCES THERETO BY THE CITY OF BUCKHANNON FROM THE ISSUER; AUTHORIZING AND APPROVING THE SALE AND ISSUANCE BY THE CITY OF BUCKHANNON BUILDING COMMISSION OF ITS NOT TO EXCEED \$1,600,000 PRINCIPAL AMOUNT OF LEASE REVENUE BONDS, IN ONE OR MORE SERIES; AUTHORIZING THE EXECUTION AND DELIVERY OF AN AGREEMENT AND LEASE AND OTHER INSTRUMENTS AND AUTHORIZING AND APPROVING OTHER DOCUMENTS AND MATTERS RELATING TO THE TERMS AND SECURITY OF SUCH BONDS; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH.**

**WHEREAS**, the City of Buckhannon (the "City") has, by ordinance enacted August 2, 1984, created and established the City of Buckhannon Building Commission (the "Issuer"), a public corporation and municipal building commission, pursuant to the authority granted to it in Chapter 8, Article 33 of the West Virginia Code of 1931, as amended (the "Act");

**WHEREAS**, the Issuer, under the Act, has plenary power and authority to contract and be contracted with, acquire, purchase, own and hold any property, real or personal, and acquire, construct, equip, maintain and operate public buildings, structures, projects and appurtenant facilities of any type or types for which the City is permitted by law to expend public funds, sell, encumber or dispose of any property, real or personal, and lease its property or any part thereof, for public purposes to such persons and upon such terms as the Issuer deems proper;

**WHEREAS**, the City is empowered and authorized by Chapter 8, Article 16 of the West Virginia Code of 1931, as amended, to construct, reconstruct, establish, acquire, improve, renovate, extend, enlarge, increase, own, equip, repair, maintain and operate any municipal public works, together with all appurtenances necessary, appropriate, useful, convenient or incidental for or to the maintenance and operation of such works, including public works facilities;

**WHEREAS**, the City desires for the Issuer to acquire pursuant to such deed or deeds, bills of sale and other instruments of transfer as may be necessary and appropriate under the circumstances (collectively, the "Conveyance Documents") the real property, rights of way, improvements, fixtures, equipment, personal property and appurtenances associated therewith located in the vicinity of 395 Mudlick Road in the City of Buckhannon, which real property shall be more particularly described in **EXHIBIT A – REAL ESTATE DESCRIPTION**, attached to the hereinafter described Lease and made a part hereof (the "Property"; the Property, and all additions and improvements thereto, of every kind and nature, now or hereafter acquired or constructed, herein collectively called the "Facilities");

**WHEREAS**, the Issuer, under the Act, has plenary power and authority to issue negotiable bonds, notes, debentures or other evidences of indebtedness and provide for the rights of the holders thereof, incur any proper indebtedness and issue any obligations and give any security therefor which it may deem necessary or advisable in connection with exercising powers as provided in the Act;

**WHEREAS**, the Issuer desires, pursuant to an Ordinance to be enacted by the Issuer (the "Issuer Ordinance"), to issue its Lease Revenue Bonds, in one or more series, in an aggregate principal amount not to exceed \$1,600,000 (the "Bonds") to (i) finance the costs of acquiring the Property, (ii) pay costs of issuance of the Bonds and related costs, (iii) fund a reserve account, if any, for the Bonds, and (iv) pay capitalized interest, if any, on the Bonds;

**WHEREAS**, the purchaser of the Bonds (the "Purchaser"), the terms, conditions and provisions of the Bonds and the forms of certain documents to be executed and delivered in connection with the issuance and sale of the Bonds shall be approved by the Issuer pursuant to a resolution of the Issuer which is supplemental to the Issuer Resolution (the "Issuer Supplemental Resolution" and collectively with the Issuer Ordinance, the "Issuer Official Action");

**WHEREAS**, the City desires to lease the Facilities from the Issuer pursuant to an Agreement and Lease (the "Lease") to be dated on or prior to the Closing Date (as hereinafter defined), by and between the Issuer, as lessor, and the City, as lessee; and

**WHEREAS**, the City desires to take all steps necessary to authorize the acquisition of the Property by the Issuer, the issuance of the Bonds by the Issuer to finance the costs of such acquisition and the payment of the costs of issuance thereof and related costs, the requisitioning by the Issuer of the Bond proceeds and application thereof to the payment of the costs of the acquisition of the Property and the costs of issuance of the Bonds and its leasing of the Facilities from the Issuer pursuant to the terms of the Lease;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF BUCKHANNON, AS FOLLOWS:**

**Section 1.** Pursuant to the Act, this Ordinance is adopted and enacted and it is hereby found and determined that, to accomplish the purposes of the Act and the findings set forth in the preambles hereof, the following is hereby authorized and approved: (i) the acquisition of the Property by the Issuer pursuant to the Conveyance Documents; (ii) the leasing of the Facilities by the City from the Issuer pursuant to the terms of the Lease and the payment of such lease rentals and other payments by the City which are provided for pursuant to the Lease, and (iii) the issuance and delivery of the Bonds by the Issuer in the aggregate principal amount of not to exceed \$1,600,000

for the purpose of financing costs of the acquisition of the Property, the payment of costs of issuance of the Bonds and related costs if to be paid from Bond proceeds, the funding of a reserve account, if any, for the Bonds and the payment of capitalized interest, if any, on the Bonds. The Bonds shall be issued in accordance with, and shall have the terms provided in, the Issuer Official Action authorizing the issuance of the Bonds.

**Section 2.** The City hereby agrees to undertake all actions necessary for the acquisition of the Property, and to execute all requisitions, certificates or other documents necessary in connection therewith, and to give any and all authorizations as may be necessitated thereby.

**Section 3.** The Lease, by and between the Issuer, as lessor, and the City, as lessee, pursuant to which the City will lease the Facilities from the Issuer and will agree to pay as Lease Rentals (but only from the sources set forth therein), amounts sufficient to pay the principal of and interest on the Bonds and any other amounts payable thereunder, shall be substantially in the form as shall be approved pursuant to a resolution of the City which is supplemental to this Ordinance (the "City Supplemental Resolution"), with such changes, variations, insertions and omissions as may be approved by the City. The Mayor of the City is hereby authorized to execute, acknowledge, as necessary, and deliver the Lease and the Recorder of the City is hereby authorized and directed to affix the seal of the City thereto and to attest the seal. The execution of the Lease by the Mayor shall be conclusive evidence of any approval required by this Section.

**Section 4.** The Lease Assignment (the "Assignment"), by the Issuer to the Purchaser, pursuant to which the Issuer shall assign certain of its rights under the Lease and rentals thereunder, to be dated or effective as of the Closing Date, shall be substantially in the form as shall be approved pursuant to the City Supplemental Resolution, with such changes, variations, insertions and omissions as may be approved by the Issuer and the City. The execution of the Assignment by the Chairman of the Issuer shall be conclusive evidence of any such approval.

**Section 5.** The Assignment of Funds and Accounts (the "Funds Assignment"), by the Issuer to the Purchaser, pursuant to which the Issuer shall assign its rights in and to certain funds and accounts established in connection with the Bonds pursuant to the Lease, to be dated or effective as of the Closing Date, shall be substantially in the form as shall be approved pursuant to the City Supplemental Resolution, with such changes, variations, insertions and omissions as may be approved by the Issuer and the City. The execution of the Assignment by the Chairman of the Issuer shall be conclusive evidence of any such approval.

**Section 6.** The Credit Line Deed of Trust, Fixture Filing and Security Agreement (the "Deed of Trust") by the Issuer to the trustees named therein, pursuant to which the Issuer shall convey the Facilities to the trustees named therein, in trust, for the benefit and security of the Purchaser in the repayment of the Bonds, shall be substantially in the form as shall be approved pursuant to the City Supplemental Resolution, with such changes, variations, insertions and omissions as may be approved by the Issuer and the City. The execution of the Deed of Trust by the Chairman of the Issuer shall be conclusive evidence of any such approval.

**Section 7.** The Bonds, substantially in the form submitted to this meeting, shall be and the same are hereby approved in all respects, with such changes, variations, insertions and omissions as may be approved by the City and the Issuer. Such approval shall constitute the approval of the issuance of the Bonds by an "applicable elected official" to the extent such approval may be required by any State or federal law. The execution of the Bonds by the Chairman of the Issuer shall be conclusive evidence of any such approval.

**Section 8.** The City hereby approves the sale of the Bonds to the Purchaser, as shall be designated by the Issuer Supplemental Resolution. The price of the Bonds shall be 100% of par value, there being no interest accrued thereon. The Bonds shall be dated the date of delivery thereof (the "Closing Date").

**Section 9.** All covenants, stipulations, obligations and agreements of the City contained herein and contained in the Lease and all other instruments and documents relating thereto shall be deemed to be the special and limited covenants, stipulations, obligations and agreements of the City to the full extent permitted by law, and such covenants, stipulations, obligations and agreements shall be binding upon the City and its successors from time to time and upon any board or body to which any powers or duties, affecting such covenants, stipulations, obligations and agreements, shall be transferred by or in accordance with law. Except as otherwise provided herein, all rights, powers and privileges conferred and duties and liabilities imposed upon the City or the officials thereof by the provisions hereof and by the Lease and all other instruments and documents relating thereto shall be exercised or performed by the City or by such officers, board or body as may be required or permitted by law to exercise such powers and to perform such duties.

No covenant, stipulation, obligation or agreement herein contained or contained in the Lease and all other instruments and documents relating thereto shall be deemed to be a covenant, stipulation, obligation or agreement of any officer, agent or employee of the City in his or her individual capacity and neither the City nor any officer or employee thereof shall be liable personally on the Lease or the Bonds or be subject to any personal liability or accountability by reason of the issuance thereof.

**Section 10.** The City hereby ratifies all actions, whether previously taken or required to be taken by the City in the future, necessary on the part of the City to authorize and approve the acquisition of the Property.

**Section 11.** The firm of Steptoe & Johnson PLLC, Bridgeport, West Virginia, is hereby designated as bond counsel in connection with the issuance of the Bonds and the Mayor is hereby authorized to execute and deliver such engagement letters as may be necessary to retain such firm for these services.

**Section 12.** The execution, delivery and due performance of the Lease are hereby in all respects approved, authorized, ratified and confirmed, including, without limitation, all acts heretofore taken in connection with the acquisition by the Issuer of the Property; the issuance of the Bonds and the leasing of the Facilities, and it is hereby ordered that the Mayor, the Recorder, the council members and other employees and officers of the City execute and deliver such other documents, certificates, agreements and instruments and take such other action as may be required or desirable to carry out the purposes of this Ordinance, the Bonds and the aforesaid documents, certificates, agreements and instruments.

**Section 13.** All ordinances, orders, resolutions or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

**Section 14.** This Ordinance shall take effect thirty (30) days following the public hearing hereon and approval on second and final reading.

**Section 15.** Upon adoption on first reading hereof, an abstract of this Ordinance, determined by the City to contain sufficient information as to give notice of the contents hereof, shall be published once a week for two successive weeks within a period of fourteen consecutive days, with at least six full days intervening between each publication, in the *The Record Delta*, a newspaper published and of general circulation in the City, together with a notice stating that this Ordinance has been adopted and that the City contemplates the leasing of the Facilities and the issuance of the Bonds by the Issuer, and that any person interested may appear before the City upon a date certain, not less than ten days subsequent to the date of the first publication of the said abstract and notice, and present protests, and that a certified copy of the Ordinance is on file in the office of the Recorder of the City for review by interested parties during regular office hours. At such hearing, all objections and suggestions shall be heard and the Council of the City shall take such action as they shall deem proper in the premises.

First Reading: November 5, 2020

Enacted on Second Reading  
Following Public Hearing: November 19, 2020

CITY OF BUCKHANNON

By: \_\_\_\_\_  
Its Mayor

CERTIFICATION

The undersigned, being the duly qualified, elected and acting Recorder of the City of Buckhannon does hereby certify that the foregoing Ordinance was duly adopted and enacted by the council of the City of Buckhannon following a public hearing thereon, at regular or special meetings duly held, pursuant to proper notice thereof, on November 5, 2020, and November 19, 2020, quorums being present and acting throughout, and which Ordinance has not been repealed, rescinded, modified, amended or revoked and is a true, correct and complete copy thereof as witness my hand and the seal of the City of Buckhannon this November 19, 2020.

By: \_\_\_\_\_  
Recorder, City of Buckhannon

**Motion Reger/Albaugh to approve the Ordinance on first reading. Motion carried.**

Mr. Aman reported that a public hearing will be held on the next reading of the ordinance.

Maureen Wilson asked if there were any environmental inspections done on the property.

Council and Mr. Arnold explained that the property was not inspected and that the inspection would be additional cost. The usage of the property has been similar to the type of usage the City will be conducting on it. The property and buildings are clean and no hazardous materials are on the property. Previous tenants did not drill or have underground tanks.

### **B.3 Dr. Sara Stankus and Mrs. Erin Anderson-Upshur County Schools:**

Mayor Skinner read the following proclamation.

#### **MAYOR'S PROCLAMATION**

**Whereas**, longtime Buckhannon-Upshur resident **ERIN ANDERSON** has been an excellent contributor to the educational life of Upshur County youth for decades, first and foremost as a dedicated educator and coach, but also as a loving daughter, wife, and mother; and,

**Whereas**, **ERIN ANDERSON** has been teaching for twenty years, enriching the minds and lives of her students at TENNERTON ELEMENTARY SCHOOL and inspiring them to set and achieve great things for themselves and their communities; and,

**Whereas**, **ERIN ANDERSON** is a proud & supportive alumna of Buckhannon's own West Virginia Wesleyan College having earned her bachelor's degree in elementary education as a member of the Class of 1999; and,

**Whereas**, **ERIN ANDERSON** has been a leader throughout her career including serving as an officer in the Faculty Senate and as a member of the Title I Interview and Leadership Committees. She has given of herself as the president of the Upshur County Reading Council, and as the assistant volleyball coach at Buckhannon-Upshur Middle School.

**Whereas**, **ERIN ANDERSON** has touched thousands of young lives during her long tenure through her passionate & compassionate service within our Upshur County school system; and,

**Whereas**, **ERIN ANDERSON** has been named **WEST VIRGINIA'S TEACHER OF THE YEAR** for the year 2021, making our Buckhannon-Upshur community proud, where she will serve not only as an ambassador of her profession as an educator, but as an ambassador of Buckhannon and Upshur County as well; and,

**Whereas**, our Buckhannon-Upshur community appreciates and values the longtime efforts, energy, and dedication of one of our finest residents and wishes to honor and commend **ERIN ANDERSON** in her continued, positive mission; and,

**NOW, THEREFORE, I, ROBERT NEAL SKINNER, III, MAYOR OF THE CITY OF BUCKHANNON**, pursuant to the power & authority duly vested in me, do hereby proclaim Thursday, November 5, 2020 to be "**ERIN ANDERSON DAY**" throughout our City of Buckhannon.

I further urge all of our residents to greet our community's most honored citizen, **ERIN ANDERSON**, along with her family and friends, during her most special day.

Given under my hand & the official seal of  
The City of Buckhannon, this 5th day of November, 2020

**Robert Neal Skinner, III, Mayor**

Mrs. Anderson read a brief thank you and exchanged some experiences in the past few months with being recognized as Teacher of the Year. Council Members congratulated her on the accomplishment.

### **C. Department & Board Reports:**

**C.1 Information coordinator/Grant researcher- Callie Cronin-Sams:** Mrs. Sams submitted and explained the following report:

**Information Coordinator & Grant Researcher Report – Callie Cronin Sams – November 5, 2020 – City Council**

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

- New Chestnut Trees at Riverwalk Park
- Working on a story on the new UV System at the Buckhannon Sewer Plant
- Developing PR to go with the PATH 5K routes

Published	Post		
11/04/2020 2:51 PM	 Do you recognize this individual? If so, please contact the Buckhannon	10/23/2020 10:05 AM	 FREE public COVID-19 testing will be offered today from 10 a.m. to 2
11/02/2020 3:14 PM	 Reminder: Buckhannon City Hall will be closed tomorrow for Election	10/20/2020 4:31 PM	 Here is the latest update (corrected) from the Upshur-Buckhannon
11/01/2020 2:30 PM	 This week's COVID-19 testing locations:	10/19/2020 3:17 PM	 Free COVID-19 testing will be conducted tomorrow from 2pm-6pm
11/01/2020 8:00 AM	 November is National American Indian Heritage Month. For	10/19/2020 11:04 AM	 Free COVID-19 testing begins at 2:00 PM today and available until
10/30/2020 4:10 PM	 Thank you, Wesmonty RC&D and Donnie Tenney, for the newly	10/16/2020 1:34 PM	 The latest update from the Upshur-Buckhannon Health Department:
10/29/2020 4:10 PM	 Please join the Frank B. Bartlett American Legion Post 7,	10/16/2020 11:05 AM	 City of Buckhannon Trick-Or-Treat: 6:00 - 7:30 p.m. on Saturday,
10/29/2020 1:01 PM	 Free COVID-19 testing available tomorrow:	10/16/2020 10:39 AM	 Today at the Colonial Theatre Gallery!
10/28/2020 12:36 PM	 Here is the latest update from Upshur County Schools West	10/16/2020 10:36 AM	 Here is the 2021 Quarterly Meeting Schedule for the Animal Care &
10/27/2020 4:49 PM	 Here is the latest update from the Upshur-Buckhannon Health	10/15/2020 7:02 PM	 City of Buckhannon
10/27/2020 4:45 PM	 Thank you, First Energy Foundation and ART26201!	10/15/2020 1:20 PM	 Reminder: Today, Oct. 15, 2020, is the final day to complete the 2020
10/26/2020 1:23 PM	 Please follow the CDC guidelines for safe(r) ways to celebrate	10/15/2020 11:05 AM	 Buckhannon Police: Can you ID this person? They may have information
10/26/2020 10:27 AM	 CITY OF BUCKHANNON » City Job Opp: Water Department Full-time		

Buckhannon Volunteer Center WiFi hotspots are up and running at Stockert Youth & Community Center, Gibson Library, and Jawbone Park. Buckhannon Volunteer Center Facebook page getting more views since WiFi hubs created.

Working with Jeff & Waste Dept on PR/Educational piece on Bulky Goods collection. (Has been on hold until Jeff returns)

Attended Community COVID-19 Taskforce meeting & reported on City status.

I continue to update the City's website, social media, and run GoToMeetings for Council, Board, and Committee meetings.

#### Grants:

No award for the FEMA SAFER (hiring of firefighters). I will analyze application for areas to improve. I believe it would be helpful for the Fire Dept to have conducted a needs assessment prior to submitting again.

Assisting the Buckhannon River Watershed Association with AMD remediation grant and Stream Partners grant.

Will be working on CARES Act for October PATH (5K Routes) with Jerry/Brad/theSignGuy

#### LED:

Recognition of Erin Anderson, WV Teacher of the Year is on the LED sign near Sheetz

Will be adding a new image for Veterans Day Program.

**C.2 Public Works Director Jerry Arnold-** Mr. Arnold submitted and explained the following report:

**Buckhannon City Council  
Public Works Director Report  
October 15, 2020  
Jerry Arnold**

**Director:**

- We have received our first load of concrete loaded in our silo. We will have online training this Monday and in person training on the 17<sup>th</sup> and 18<sup>th</sup>.

**Street:**

- Street crews have finished the paving of the Foster lot and have a small amount of curbing to complete around the green space to complete this project.

**Sewer:**

- Nothing new to report.

**Water:**

- Nothing new to report.

**Waste:**

- Nothing new to report.

**Engineering**

- Tennerton Booster Station – Provided proposed property acquisition (+/-1,000 SF) to the property owners (Redstone) last week for review by their Board. The additional acreage is required for the construction & upgrades of the new booster station, including the incorporation of the ACP booster station pumps into the design
- FEMA Generator Hazard Mitigation Grant No. 2 – Received news from the WVDES and FEMA that the Change of Scope request for additional monies request (+/- \$64,840.00) has been approved. Once the necessary paperwork is received from FEMA / WVDES, I will process it and then advertise the Project and begin accepting bids. I was told to expect the paperwork before the end of 2020.
- Elizabeth J. “Binky” Poundstone Riverwalk Trail Extension No. 4 – Received notification from the Governor’s Office last week that the construction phase of the trail extension has been approved. The estimated cost of the construction phase of the Project is \$240,785.89, which includes 13% contingency monies (per DOH requirements). I have not received the Notice to Proceed on the Project but I anticipate it will be provided late Spring / early Summer 2021.

**C.3 Finance director-Amberle Jenkins-** Mrs. Jenkins submitted and explained the following report:

Council report – amby – 11-5-2020

Balances October 31, 2020

General Fund	MM/chking	\$1,399,961.98
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Revenues Oct \$774,577 Expenses \$412,416

Received \$216T B&O has 3<sup>rd</sup> Q reporting, \$132T Ad Val Taxes, \$67T Theatre grant, \$154T two Cares reimb

General Fund	CD	\$85,664
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Historic Landmarks Savings		\$3,023
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Fire Truck Savings		\$38,348
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Coal Tax	MM/chking	\$50,954
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Municipal Stabilization Fund		\$514,550
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Flood Control Acct		\$9,388.60
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Consolidated Public Works Fund		\$130,736
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Stockert Youth Capital Campaign \$426,767 + \$12,000 pledge = \$438,767 (note-received \$1,000 from individuals on behalf of the memory of Roy Law. Nancy&Burton Hunter, Kelly Cunningham, GaryHess, Daya Wright, Alex Ross, Bill Thurman, David McCauley, Joyce-Harris Thacker.

Sales Tax Account		\$875,629 (we received 3 <sup>rd</sup> Q \$467,636.89 and transferred \$75,000 to new Stormwater Fund
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11-05-2020 10:17 PM

CITY OF BOCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: OCTOBER 31ST, 2020

001-GENERAL FUND

% OF YEAR COMPLETED: 33.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>TAXES</b>						
001-301-000-01 AD VALOREM TAXES	557,802	132,498.58	565,437.28	0.00	321,466.74	52.79
001-301-000-02 PRIOR YEAR TAXES	25,000	4,102.31	15,423.55	0.00	9,576.41	61.69
001-303-000-00 GAS & OIL SEVERANCE TAX	10,000	3,001.98	9,001.98	0.00	998.02	90.02
001-304-000-00 2.1 UTILITY TAX	240,000	16,527.70	65,440.72	0.00	174,559.28	27.27
001-305-000-00 B & O TAX	1,188,000	216,529.10	588,953.83	0.00	599,036.17	49.58
001-305-000-01 BAO CONTRACTORS	55,000	658.00	15,612.68	0.00	79,387.32	16.43
001-306-000-00 LIQUOR TAX	75,000	22,036.13	49,328.94	0.00	25,671.96	65.77
001-307-000-00 ANIMAL CONTROL TAXES	1,100	116.10	877.58	0.00	223.50	79.77
001-308-000-00 HOTEL MOTEL TAX	115,000	8,470.19	39,114.23	0.00	96,485.77	28.85
001-310-000-00 Auditor Taxes Received	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL TAXES</b>	<b>2,657,502</b>	<b>410,350.99</b>	<b>1,350,099.83</b>	<b>0.00</b>	<b>1,307,402.17</b>	<b>50.80</b>

<b>FINES AND FEES</b>						
001-320-000-00 COURT COSTS, FEES & CHARG	25,000	1,924.00	5,353.00	0.00	16,647.00	33.41
001-320-000-01 BASIC FEE (POLICE DEPT.)	500	0.00	0.00	0.00	500.00	0.00
001-320-000-02 POLICE FEE - CITATION	5,000	780.00	2,950.00	0.00	3,050.00	49.17
001-320-000-03 POLICE/FINGERPRINT REVENUE	100	20.00	30.00	0.00	70.00	30.00
001-320-000-04 SUMMONS FEE FOR PARKING T	0	0.00	0.00	0.00	0.00	0.00
001-321-000-00 DOT & ROAD DEL/AVE PROPER	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL FINES AND FEES</b>	<b>31,000</b>	<b>2,724.00</b>	<b>11,333.00</b>	<b>0.00</b>	<b>20,267.00</b>	<b>35.86</b>

<b>LIC PERMITS &amp; FRANCHISE</b>						
001-325-000-00 CITY BUSINESS LICENSE	17,000	1,095.00	16,444.50	0.00	555.50	96.73
001-326-000-00 BUILDING PERMIT FEES	30,000	4,121.53	14,534.93	0.00	20,465.07	41.53
001-326-000-10 PROPERTY REGIST - VACANT	0	1,450.00	1,900.00	0.00	1,900.00	6.00
001-328-000-00 FRANCHISE FEES	60,000	13,045.29	29,290.61	0.00	39,719.39	42.44
001-330-000-00 EPP TRUCK FEE	40,000	506.64	21,809.62	0.00	18,190.38	55.52
<b>TOTAL LIC PERMITS &amp; FRANCHISE</b>	<b>161,000</b>	<b>20,228.46</b>	<b>83,969.66</b>	<b>0.00</b>	<b>77,030.34</b>	<b>52.18</b>

<b>OTHER FEES</b>						
001-340-000-00 DONATION THEATRE UTILITI	4,000	15.00	60.00	0.00	4,540.00	1.30
001-341-000-00 PSC MUNICIPAL SURCHARGE	0	0.00	1.93	0.00	1.93	0.00
001-341-000-01 PSC MUN SURCHARGE OLD ACC	0	0.00	0.00	0.00	0.00	0.00
001-345-000-00 RENTPS	30,000	0.00	0.00	0.00	30,000.00	0.00
<b>TOTAL OTHER FEES</b>	<b>34,000</b>	<b>15.00</b>	<b>61.93</b>	<b>0.00</b>	<b>34,541.93</b>	<b>0.17</b>

<b>HEALTH AND SAFETY</b>						
001-351-000-00 POLICE PROTECTION FEES	75,000	6,225.24	24,921.54	0.00	50,078.46	32.27
001-352-000-00 FIRE PROTECTION FEES	152,000	12,613.82	56,530.54	0.00	101,469.46	32.24
<b>TOTAL HEALTH AND SAFETY</b>	<b>227,000</b>	<b>18,839.06</b>	<b>75,452.08</b>	<b>0.00</b>	<b>151,547.92</b>	<b>32.24</b>

<b>CHARGES FOR SERVICES</b>						
001-362-000-00 SYC CONTRIB. POC AND BOE	45,000	0.00	0.00	0.00	45,000.00	0.00
001-362-000-01 SYC UTILITY REVENUE	2,500	288.50	834.00	0.00	1,666.00	33.36
001-362-000-02 SYC CAMP BOCCANNEER FEES	18,200	220.00	5,470.00	0.00	12,730.00	30.05
001-362-000-03 SYC CHILL TEAM FEES	5,000	0.00	1,052.44	0.00	3,947.16	21.66
001-362-000-04 SYC BASKETBALL FEES	20,000	0.00	1,304.00	0.00	18,696.00	6.52

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CITY OF BOCKHANNON  
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001-GENERAL FUND

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REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-362-000-05 SYC ROOM RENTAL FEES	5,000	0.00	300.00	0.00	5,700.00	5.00
001-362-000-06 SYC ART/DRAWING FEES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-07 SYC AFTER SCHOOL FEES	30,000	13,031.80	50,040.30	0.00	20,040.30	166.80
001-362-000-08 SYC DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-09 SYC DONATIONS	2,000	300.00	1,025.00	0.00	975.00	51.25
001-362-000-10 SYC KARATE FEES	1,000	110.00	610.00	0.00	390.00	61.00
001-362-000-11 RED NISSAN WEEK	0	0.00	0.00	0.00	0.00	0.00
001-362-000-12 SYC GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-362-000-13 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-362-000-14 SYC BINGO FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
001-362-000-15 SYC CHILDRENS FESTIVAL DO	500	0.00	0.00	0.00	500.00	0.00
001-362-000-16 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-17 ZUMBA REVENUE	2,000	25.00	350.00	0.00	1,650.00	17.50
001-362-000-18 YOGA FITNESS CLASS REVENUE	0	0.00	15.00	0.00	15.00	0.00
001-362-000-19 GUITAR LESSONS REVENUE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-20 SYC MISC ACTY REVENUE ITI	100	0.00	0.00	0.00	100.00	0.00
001-362-000-21 SYC REQUEST	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL CHARGES FOR SERVICES</b>	<b>135,300</b>	<b>13,495.30</b>	<b>61,001.14</b>	<b>0.00</b>	<b>71,298.86</b>	<b>46.11</b>

<b>GRANTS</b>						
001-365-000-00 POLICE DEPT. - RECOVERY GR	0	0.00	0.00	0.00	0.00	0.00
001-365-000-01 USDA GRANT-FARMERS MARKET	0	0.00	0.00	0.00	0.00	0.00
001-365-000-02 LMCF GRANT/ NB PARK	0	0.00	0.00	0.00	0.00	0.00
001-365-000-03 FEMA GRANT I2 GENERATOR	0	1,676.31	4,467.38	0.00	4,467.38	0.00
001-365-000-04 FEMA GRANT I1 GENERATOR	0	0.00	1,419.56	0.00	1,419.56	0.00
001-365-000-05 POLICE DEPT. - GRANTS	23,900	2,609.29	6,312.69	0.00	16,587.31	27.45
001-365-000-06 SYOC FAMILIES LEAD CHNG G	0	0.00	0.00	0.00	0.00	0.00
001-365-000-07 RIVER WALK TRAIL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-365-000-08 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-365-000-09 HISTORIC LAND MARK GRANT	0	0.00	0.00	0.00	0.00	0.00
001-365-000-10 STREET DEPT. GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-365-000-11 POLICE MIDLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-365-000-12 SAFE ROUTES POLICE GRANT	0	0.00	0.00	0.00	0.00	0.00
001-365-000-13 VOLUNTEER COORDINATOR GRA	10,000	0.00	4,469.25	0.00	5,530.75	44.69
001-365-000-14 Reclaimify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-365-000-15 Reclaimify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-365-000-16 GATEWAY WEST GRANT REV	165,774	0.00	26,518.38	0.00	139,255.62	16.00
001-365-000-17 LAND WATER CONE CRT(LMCF/F	0	0.00	0.00	0.00	0.00	0.00
001-365-000-18 CULTURE ARTS GRNT (THEATR	0	67,000.00	67,000.00	0.00	67,000.00	0.00
001-365-000-19 PEAP-CLEAN UP GRANT	0	0.00	0.00	0.00	0.00	0.00
001-365-000-20 FIRE TRUCK GRANT/LOAN	0	0.00	0.00	0.00	0.00	0.00
001-365-000-21 CONTRIBUTION VOL. FIRE DE	0	0.00	0.00	0.00	0.00	0.00
001-365-000-22 2010 BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
001-365-000-23 CONTRIBUTIONS BOE-PRO OFF	0	0.00	0.00	0.00	0.00	0.00
001-365-000-24 SANITARY REPAY LOAN	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL GRANTS</b>	<b>196,774</b>	<b>71,285.60</b>	<b>110,187.25</b>	<b>0.00</b>	<b>88,586.74</b>	<b>52.45</b>

<b>INTRAFUND CONTR/CHARGES</b>						
001-369-000-00 CONTRIBUTION FUNDS-BRUSHY	8,000	0.00	0.00	0.00	8,000.00	0.00
001-369-000-01 CONTRIBUTION FRM MUN STAB	0	0.00	0.00	0.00	0.00	0.00

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REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-369-000-02 CONTRIB FROM SALESTAX RD	954,440	75,000.00	75,000.00	0.00	879,440.00	7.86
001-370-000-00 LATE CHARGES - GEN FUND	300	77.99	302.14	0.00	102.14	151.07
TOTAL INTERFUND CONTR/CHARGES	952,640	75,077.99	75,302.14	0.00	879,337.86	7.92
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	11,200	626.70	2,519.31	0.00	9,681.69	22.48
001-377-000-00 RECORD CAPITAL TRNS FRM CP	0	0.00	0.00	0.00	0.00	0.00
001-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
001-380-000-00 GENERAL FUND INTEREST	400	0.00	159.30	0.00	240.70	39.83
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	112.98	3,309.48	0.00	1,308.48	152.71
001-382-000-00 RESERVES-REFUNDS PCARD	3,500	2,483.83	2,483.83	0.00	1,016.17	70.97
001-397-000-00 VIDEO LOTTERY	17,000	1,795.65	7,491.75	0.00	9,508.22	44.07
001-399-000-00 MISCELLANEOUS REVENUE	10,550	156,891.00	670,436.67	0.00	659,466.67	6,122.71
001-399-000-01 CRT TAG REGISTRATION	0	0.00	0.00	0.00	0.00	0.00
001-399-000-02 HISTORIC LANDMARKS REV	0	0.00	0.00	0.00	0.00	0.00
001-399-000-05 EVENT/FIREWORK REVENUE	2,000	20.00	20.00	0.00	1,980.00	1.00
TOTAL OTHER REVENUE	49,050	161,739.76	698,418.37	0.00	639,368.37	1,403.50
TOTAL REVENUE	4,454,466	774,577.18	2,455,821.55	0.00	1,998,644.45	55.13

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ECONOMIC DEVELOPMENT						
CONTRIBUTIONS						
001-402-507-00 ECONOMIC DEVELOPMENT	10,000	0.00	15,000.00	0.00	15,000.00	50.00
TOTAL CONTRIBUTIONS	10,000	0.00	15,000.00	0.00	15,000.00	50.00
TOTAL ECONOMIC DEVELOPMENT	10,000	0.00	15,000.00	0.00	15,000.00	50.00
MAYOR'S OFFICE						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	1,000.00	0.00	2,000.00	33.33
001-409-103-00 MAYOR'S ASSISTANT SALARY	38,000	2,374.25	7,783.50	0.00	30,216.50	20.48
001-409-104-00 MAYOR'S P.F.I.C.A.	3,200	199.87	680.43	0.00	2,519.57	20.97
001-409-105-00 MAYOR'S INSURANCE	33,100	1,279.55	0,906.16	0.00	23,193.84	39.77
001-409-106-00 MAYOR'S RETIREMENT	2,400	207.43	890.56	0.00	1,709.44	28.77
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	76,700	4,322.19	20,660.51	0.00	56,039.49	25.15
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	3,000	192.16	929.68	0.00	2,070.32	30.59
001-409-214-00 MAYOR'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-409-219-00 MAYOR'S POSTAGE	10,000	771.22	3,602.35	0.00	6,397.65	36.02
001-409-220-00 MAYOR'S LEGAL PUBLICATION	5,000	1,648.67	1,662.87	0.00	3,337.13	33.25
001-409-222-00 MAYOR'S PINS	1,500	0.00	1,115.00	0.00	484.99	4.57
001-409-223-00 PROFESSIONAL SERVICES	4,000	0.00	0.00	0.00	4,000.00	0.00
001-409-227-01 PROFESSIONAL (ARCHITECT)	0	0.00	0.00	0.00	0.00	0.00
001-409-229-00 MAYOR'S INSURANCE & BONDS	1,500	18.43	37.71	0.00	1,462.29	2.51
TOTAL CONTRACTUAL SERVICES	27,000	2,622.45	7,347.63	0.00	19,652.37	27.27
COMMODITIES						
001-409-343-00 MAYOR'S SUPPLIES & MATERI	35,000	4,522.44	15,018.00	0.00	19,981.00	42.91
001-409-344-00 EVENT/FIREWORKS EXPENSE	10,000	0.00	2,500.00	0.00	12,500.00	15.63
001-409-344-00 VOLUNTEER COORDINATOR EXP	10,000	1,000.00	6,297.00	0.00	3,703.00	62.97
TOTAL COMMODITIES	55,000	5,522.44	23,815.00	0.00	37,183.00	59.04
CAPITAL OUTLAY						
001-409-457-00 MAYOR'S CAPITAL OUTLAY MI	0	0.00	0.00	0.00	0.00	0.00
001-409-458-00 MAYOR'S REPAIR SANITARY/WA	0	0.00	0.00	0.00	0.00	0.00
001-409-458-01 TRANSFER TO SANITARY FUND	0	0.00	0.00	0.00	0.00	0.00
001-409-460-00 SANITARY RD (BRUSHY FORK)	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
001-410-500-00 CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-410-500-00 FROM GEN NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL MAYOR'S OFFICE	167,700	12,485.00	21,214.14	0.00	146,485.86	38.54
COUNCIL						
SALARIES & BENEFITS						
001-410-101-00 COUNCIL'S ELECTED SALARY	12,000	1,000.00	4,000.00	0.00	8,000.00	33.33
001-410-103-00 CMT CONTRIB SALARY	1,000	250.00	750.00	0.00	750.00	20.00
001-410-104-00 COUNCIL'S P.F.I.C.A.	1,000	86.65	326.10	0.00	913.35	32.02
001-410-106-00 COUNCIL'S RETIREMENT	340	44.14	164.14	0.00	295.86	29.55
TOTAL SALARIES & BENEFITS	14,340	1,380.79	4,690.20	0.00	9,649.81	30.71
CONTRACTUAL SERVICES						
001-410-211-00 COUNCIL CAP OUTLAY EXP	0	0.00	0.00	0.00	0.00	0.00
001-410-214-00 COUNCIL TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-410-223-00 PROFESSIONAL (LEGAL)	0	0.00	0.00	0.00	0.00	0.00
001-410-226-00 COUNCIL INSURANCE (PROPER)	7,000	225.30	3,652.26	0.00	3,347.74	47.89
TOTAL CONTRACTUAL SERVICES	7,000	225.30	3,652.26	0.00	3,347.74	47.89
COMMODITIES						
001-410-341-00 COUNCIL CAP OUTLAY EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY						
001-410-450-01 THEATRE BUILDING	0	196.81	486.73	0.00	489.13	0.00
001-410-450-02 THEATRE CAPITAL	0	0.00	75,408.44	0.00	75,408.44	0.00
001-410-457-00 CAP PUBLIC SAFETY COUNCIL	0	0.00	0.00	0.00	0.00	0.00
001-410-458-00 COUNCIL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
001-410-459-01 PROPERTY PURCHASE (FURNITURE)	0	0.00	0.00	0.00	0.00	0.00
001-410-459-02 PROPERTY PURCHASE (EQUIPMENT)	0	0.00	0.00	0.00	0.00	0.00
001-410-459-03 CAP CONTRIB EXPENSE	500	0.00	60.00	0.00	440.00	16.00
TOTAL CAPITAL OUTLAY	500	196.81	75,955.17	0.00	75,475.17	100.00
CONTRIBUTIONS						
001-410-500-00 CONTRIBUTIONS (FACED)	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CONTRIBUTIONS	10,000	0.00	0.00	0.00	10,000.00	0.00
NON-OPERATING EXPENSES						
001-410-500-00 FROM GEN NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
001-410-500-00 FROM GEN NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL COUNCIL	31,840	1,325.80	84,347.75	0.00	52,567.72	264.91
RECORDER						
SALARIES & BENEFITS						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	2,000.00	0.00	4,000.00	33.33
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	153.00	0.00	307.00	33.26
001-411-106-00 RECORDER'S RETIREMENT	600	50.00	200.00	0.00	400.00	33.33
TOTAL SALARIES & BENEFITS	7,060	588.25	2,353.00	0.00	4,707.00	33.33
CONTRACTUAL SERVICES						
001-411-214-00 RECORDER TRAVEL	600	0.00	0.00	0.00	600.00	0.00
001-411-222-00 RECORDER DUES	50	0.00	35.00	0.00	15.00	70.00
001-411-226-00 INSURANCE/COMPENSATION/CO	1,000	0.24	220.21	0.00	779.79	22.02
TOTAL CONTRACTUAL SERVICES	1,650	0.24	255.21	0.00	1,394.79	15.47
TOTAL RECORDER	8,710	588.49	2,608.21	0.00	6,101.79	29.95
TREASURER						
SALARIES & BENEFITS						
001-412-101-00 TREASURER'S SALARY	5,100	932.29	2,796.87	0.00	3,303.13	34.53
001-412-102-00 TREASURER'S ASSISTANT SAL	0	0.00	0.00	0.00	0.00	0.00
001-412-104-00 TREASURER'S F.I.C.A.	620	71.34	214.02	0.00	405.98	34.50
001-412-106-00 TREASURER'S GROUP INSURAN	45	103.63	724.60	0.00	678.60	1,610.22
001-412-108-00 TREASURER'S RETIREMENT	810	93.25	279.69	0.00	530.31	34.53
001-412-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	6,575	1,262.51	4,015.18	0.00	3,555.82	41.93
CONTRACTUAL SERVICES						
001-412-214-00 TREASURER'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-412-222-00 AUDIT	2,500	0.00	642.25	0.00	2,857.75	10.42
001-412-226-00 TREASURER'S INSURANCE & B	1,000	0.98	4.91	0.00	995.09	0.49
TOTAL CONTRACTUAL SERVICES	4,500	0.98	647.16	0.00	3,852.84	14.83
TOTAL TREASURER	14,075	1,263.49	4,682.34	0.00	9,398.66	33.27
COURT						
SALARIES & BENEFITS						
001-416-103-00 POLICE JUDGE SALARY	7,500	625.00	2,500.00	0.00	5,000.00	33.33
001-416-104-00 POLICE JUDGE FICA	575	47.81	191.24	0.00	383.76	33.26
001-416-106-00 POLICE JUDGE INSURANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	8,075	672.81	2,691.24	0.00	5,386.76	33.33

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CITY OF BUCKHANNON  
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% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-417-221-00 POLICE JUDGE TRAINING	100	0.00	0.00	0.00	100.00	0.00
001-417-226-00 POLICE JUDGE INS BONDS	300	33.42	35.85	0.00	264.15	11.95
TOTAL CONTRACTUAL SERVICES	400	33.42	35.85	0.00	364.15	9.96
TOTAL COURT	8,475	706.33	2,727.09	0.00	5,747.91	30.16
CITY ATTORNEY						
SALARIES & BENEFITS						
001-417-101-00 CITY ATTORNEY	13,100	1,499.97	4,499.91	0.00	8,600.09	34.35
001-417-103-00 CITY ATTORNEY (ASSISTANT)	0	0.00	0.00	0.00	0.00	0.00
001-417-104-00 CITY ATTORNEY FICA	1,005	114.75	344.25	0.00	660.75	34.25
001-417-106-00 CITY ATTORNEY INSURANCE	4,200	120.75	1,048.36	0.00	3,151.64	24.96
001-417-108-00 CITY ATTORNEY RETIREMENT	1,310	150.00	450.00	0.00	860.00	34.35
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	19,615	1,885.47	6,342.52	0.00	13,272.48	32.34
CONTRACTUAL SERVICES						
001-417-221-00 CITY ATTORNEY TRAINING	500	0.00	0.00	0.00	500.00	0.00
001-417-222-00 CITY ATTORNEY DUES	0	0.00	0.00	0.00	0.00	0.00
001-417-226-00 CITY ATTORNEY INS UNEMPL	325	1.04	5.21	0.00	319.79	1.50
TOTAL CONTRACTUAL SERVICES	825	1.04	5.21	0.00	819.79	0.63
TOTAL CITY ATTORNEY	20,440	1,886.51	6,347.73	0.00	14,092.27	31.06
CITY ENGINEER						
SALARIES & BENEFITS						
001-420-103-00 CITY ENGINEER SALARY	0	0.00	0.00	0.00	0.00	0.00
001-420-104-00 CITY ENGINEER FICA TAX	0	0.00	0.00	0.00	0.00	0.00
001-420-106-00 CITY ENGINEER RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
001-420-221-00 ENGINEER TRAINING	500	0.00	0.00	0.00	500.00	0.00
001-420-223-00 CITY ARCHITECT	6,000	0.00	3,000.00	0.00	3,000.00	50.00
001-420-226-00 CITY ENGINEER INS & BONDS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	6,500	0.00	3,000.00	0.00	3,500.00	46.15
TOTAL CITY ENGINEER	6,500	0.00	3,000.00	0.00	3,500.00	46.15

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
REGIONAL DUES						
*****						
CONTRACTUAL SERVICES						
001-435-222-00 REGIONAL DUES	6,485	0.00	6,485.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	6,485	0.00	6,485.00	0.00	0.00	100.00
TOTAL REGIONAL DUES	6,485	0.00	6,485.00	0.00	0.00	100.00
HOUSING						
*****						
COMMODITIES						
001-436-341-99 CLEAN UP ASSISTANCE EXP	5,000	0.00	144.02	0.00	4,855.98	2.88
001-436-354-00 HOUSING ENFORCEMENT	30,000	0.00	1,060.02	0.00	28,939.98	3.53
TOTAL COMMODITIES	35,000	0.00	1,204.04	0.00	33,795.96	3.44
TOTAL HOUSING	35,000	0.00	1,204.04	0.00	33,795.96	3.44
ZONING						
*****						
SALARIES & BENEFITS						
001-437-103-00 ZONING SALARY	36,570	4,216.45	12,655.35	0.00	23,914.65	34.61
001-437-104-00 ZONING P.T.O.A.	2,798	322.71	968.13	0.00	1,829.87	34.60
001-437-105-00 ZONING HEALTH INS	14,682	322.65	2,460.82	0.00	12,221.18	16.76
001-437-106-00 ZONING RETIREMENT	3,657	421.86	1,266.98	0.00	2,390.42	34.61
001-437-109-00 COMPENSATED ABSENCE ZONING	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	57,007	5,285.67	17,349.98	0.00	40,657.12	50.67
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,450	115.58	500.27	0.00	949.73	24.53
001-437-221-00 ZONING TRAINING	1,000	0.00	0.00	0.00	1,000.00	0.00
001-437-226-00 ZONING INSURANCE & BONDS	1,750	69.28	346.39	0.00	1,403.61	13.79
TOTAL CONTRACTUAL SERVICES	4,200	184.86	846.66	0.00	3,353.34	20.16
COMMODITIES						
001-437-341-00 ZONING SUPPLIES	1,500	59.37	59.37	0.00	1,440.63	3.96
TOTAL COMMODITIES	1,500	59.37	59.37	0.00	1,440.63	3.96
TOTAL ZONING	63,497	5,529.90	18,255.91	0.00	45,151.09	28.79

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SALARIES & BENEFITS						
001-438-101-00 ELECTION SALARIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
001-438-250-00 ELECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL ELECTION	0	0.00	0.00	0.00	0.00	0.00
DATA PROCESSING						
*****						
CONTRACTUAL SERVICES						
001-439-230-00 DATA PROCESSING	21,000	2,142.41	12,336.87	0.00	8,663.13	58.76
TOTAL CONTRACTUAL SERVICES	21,000	2,142.41	12,336.87	0.00	8,663.13	58.76
CAPITAL OUTLAY						
001-439-450-00 DATA PROCESSING CAPITAL O	12,000	385.84	1,543.36	0.00	10,456.64	12.86
TOTAL CAPITAL OUTLAY	12,000	385.84	1,543.36	0.00	10,456.64	12.86
NON-OPERATING EXPENSES						
001-439-610-00 RPT SERVER ACCRD INT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL DATA PROCESSING	33,000	2,528.25	13,880.23	0.00	10,116.77	42.67
CITY HALL						
*****						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	36,500	3,954.72	11,145.12	0.00	24,354.88	31.39
001-440-104-00 CITY HALL FICA	2,716	390.28	843.56	0.00	1,872.42	21.06
001-440-105-00 CITY HALL JANITOR INSURAN	50	165.65	724.60	0.00	674.60	1,449.20
001-440-106-00 GROUP RETIREMENT	3,550	395.47	1,114.51	0.00	2,435.49	31.38
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	41,816	4,816.12	13,827.81	0.00	27,988.19	33.07
CONTRACTUAL SERVICES						
001-440-213-00 CITY HALL UTILITIES	21,000	1,130.69	3,790.36	0.00	17,209.64	18.05
001-440-216-00 CITY HALL MAINTENANCE & R	6,000	592.42	8,415.25	0.00	2,415.25	140.25
001-440-226-00 CITY HALL INSURANCE & BON	1,500	65.70	326.50	0.00	1,173.50	21.77
TOTAL CONTRACTUAL SERVICES	28,500	1,788.81	12,532.11	0.00	15,967.89	43.97
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,000	0.00	145.00	0.00	855.00	14.50
TOTAL COMMODITIES	1,000	0.00	145.00	0.00	855.00	14.50

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NON-OPERATING EXPENSES						
001-706-670-00 FIRE TRS NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
001-706-670-00 BOND PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00

TOTAL FIRE 793,290 67,301.41 243,092.84 ( 3,447.00) 533,554.16 30.21

DOG WARDEN - CONTRACTED

CONTRACTUAL SERVICES						
001-707-230-00 DOG WARDEN CONTRACTED SER	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL CONTRACTUAL SERVICES	1,100	0.00	0.00	0.00	1,100.00	0.00

TOTAL DOG WARDEN - CONTRACTED 1,100 0.00 0.00 0.00 1,100.00 0.00

FLOOD CONTROL

CONTRACTUAL SERVICES						
001-714-230-00 FLOOD CONTROL-RIVER CLEEN	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00

TOTAL FLOOD CONTROL 0 0.00 0.00 0.00 0.00 0.00

FIRE - CONTRACTED

CONTRACTUAL SERVICES						
001-715-230-00 FIRE DEP CONTRACTED/HYDRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00

TOTAL FIRE - CONTRACTED 0 0.00 0.00 0.00 0.00 0.00

STREET

SALARIES & BENEFITS						
001-750-030-00 AUDITOR OPER	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	456,500	44,120.38	139,179.65	0.00	117,220.35	30.51
001-750-104-00 STREET DEPT. FICA TAX	34,925	3,368.26	10,617.59	0.00	24,307.41	30.40
001-750-105-00 STREET DEPT. GROUP INSURA	110,240	4,761.65	96,097.55	0.00	21,382.45	51.92
001-750-106-00 STREET DEPT. GROUP RETIRE	42,724	4,182.80	12,507.72	0.00	30,216.28	29.28
001-750-108-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	643,389	56,433.09	258,292.51	0.00	183,126.49	39.74

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-440-450-00 GEOTHERMAL GRAVE CITY HALL	5,800	0.00	0.00	0.00	5,800.00	0.00
TOTAL CAPITAL OUTLAY	5,800	0.00	0.00	0.00	5,800.00	0.00

CONTRIBUTIONS						
001-440-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

TOTAL CITY HALL 77,116 6,604.93 26,504.92 0.00 50,611.08 34.37

NON FINANCE CONTRIB

SALARIES & BENEFITS						
001-444-500-00 TRANSF TO NON FINANC STAB	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00

CONTRIBUTIONS						
001-444-566-00 CONTRIBUTION TO RAINY DAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

TOTAL NON FINANCE CONTRIB 0 0.00 0.00 0.00 0.00 0.00

HAD DEBT

NON-OPERATING EXPENSES						
001-550-670-00 HAD DEBT EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00

TOTAL HAD DEBT 0 0.00 0.00 0.00 0.00 0.00

ELECTRICIAN - CONTRACTED

CONTRACTUAL SERVICES						
001-555-230-00 ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00

TOTAL ELECTRICIAN - CONTRACTED 0 0.00 0.00 0.00 0.00 0.00

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CONTRACTUAL SERVICES</b>						
001-750-211-00 STREET DEPT. TELEPHONES	7,100	599.07	2,006.33	0.00	5,093.67	29.26
001-750-213-00 STREET DEPT. UTILITIES	8,000	356.27	1,434.37	0.00	6,565.63	17.93
001-750-215-00 CONTRIBUTION TO FLOWER CO	60,000	0.00	0.00	0.00	60,000.00	0.00
001-750-226-00 STREET DEPT. INSURANCE &	25,000	2,574.85	15,926.40	0.00	22,425.15	34.06
TOTAL CONTRACTUAL SERVICES	100,100	3,530.29	19,467.10	0.00	80,632.90	15.63
<b>COMMODITIES</b>						
001-750-341-00 STREET DEPT. MAT & SUPPL	100,000	832.14	16,684.49	0.00	99,167.86	16.66
001-750-343-00 STREET DEPT. AUTO SUPPL	40,000	3,212.27	12,364.53	0.00	37,635.47	36.91
001-750-345-00 STREET DEPT. UNIFORMS	5,000	508.80	1,492.42	0.00	3,507.58	29.85
001-750-372-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	145,000	4,553.21	30,541.44	0.00	114,456.56	21.05
<b>CAPITAL OUTLAY</b>						
001-750-452-00 WALK TRAIL	0	0.00	0.00	0.00	0.00	0.00
001-750-453-01 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-750-458-02 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-03 LOG PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-04 TRANSPORTATION ENHANCE OR	0	0.00	0.00	0.00	0.00	0.00
001-750-458-05 STREET DEPT PROJECTS	234,775	0.00	50,550.95	40,005.75	194,224.00	4.49
001-750-458-06 PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-07 LAND/ NORTH BUCK. PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-08 GATEWAY WEST GRANT EXPENS	144,913	2,856.00	112,600.57	1,706.65	32,312.43	79.87
001-750-459-00 STREET DEPT. CAPITAL OUTL	146,500	4,951.84	16,105.20	0.00	141,394.80	10.29
001-750-459-99 STREET PAV JOINT	0	0.00	0.00	0.00	0.00	0.00
001-750-461-00 STREET PAVING	115,000	352.92	674.85	0.00	114,325.15	0.50
TOTAL CAPITAL OUTLAY	671,188	8,160.56	184,931.57	41,712.40	529,268.83	21.34
<b>CONTRIBUTIONS</b>						
001-750-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
<b>NON-OPERATING EXPENSES</b>						
001-750-670-00 NOTES PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-750-670-03 PUT LEASE RENT PRM	0	0.00	0.00	0.00	0.00	0.00
001-750-670-04 RPT RENTED LEASE PRMT RENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL STREET	1,500,677	72,677.15	492,462.62	41,712.40	1,008,204.78	29.44
<b>STREET LIGHTS</b>						
<b>CONTRACTUAL SERVICES</b>						
001-751-213-00 STREET LIGHTS	70,000	5,496.75	21,979.93	0.00	64,520.07	31.40
TOTAL CONTRACTUAL SERVICES	70,000	5,496.75	21,979.93	0.00	64,520.07	31.40
TOTAL STREET LIGHTS	70,000	5,496.75	21,979.93	0.00	64,520.07	31.40

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<b>TRAFFIC SIGNALS &amp; SIGNS</b>						
<b>CONTRACTUAL SERVICES</b>						
001-752-213-00 TRAFFIC SIGNALS POWER	3,500	265.06	977.91	0.00	2,522.09	27.34
001-752-230-00 SIGNS & SIGNALS	16,000	0.00	27.24	0.00	15,972.76	0.17
TOTAL CONTRACTUAL SERVICES	19,500	265.06	1,005.15	0.00	18,494.85	5.15
TOTAL TRAFFIC SIGNALS & SIGNS	19,500	265.06	1,005.15	0.00	18,494.85	5.15
<b>SNOW REMOVAL</b>						
<b>COMMODITIES</b>						
001-753-341-00 SNOW REMOVAL	20,000	0.00	0.00	0.00	20,000.00	0.00
TOTAL COMMODITIES	20,000	0.00	0.00	0.00	20,000.00	0.00
TOTAL SNOW REMOVAL	20,000	0.00	0.00	0.00	20,000.00	0.00
<b>AIRPORT</b>						
<b>CONTRIBUTIONS</b>						
001-755-567-00 AIRPORT	15,000	0.00	7,500.00	0.00	7,500.00	50.00
TOTAL CONTRIBUTIONS	15,000	0.00	7,500.00	0.00	7,500.00	50.00
TOTAL AIRPORT	15,000	0.00	7,500.00	0.00	7,500.00	50.00
<b>PUBLIC TRANSIT</b>						
<b>CONTRIBUTIONS</b>						
001-755-568-00 PUBLIC TRANSIT	10,000	0.00	5,000.00	0.00	5,000.00	50.00
TOTAL CONTRIBUTIONS	10,000	0.00	5,000.00	0.00	5,000.00	50.00
TOTAL PUBLIC TRANSIT	10,000	0.00	5,000.00	0.00	5,000.00	50.00
<b>HEALTH DEPT</b>						
<b>CONTRIBUTIONS</b>						
001-803-568-00 BUCHANAN-UPSHUR HEALTH	5,000	0.00	2,500.00	0.00	2,500.00	50.00
TOTAL CONTRIBUTIONS	5,000	0.00	2,500.00	0.00	2,500.00	50.00
TOTAL HEALTH DEPT	5,000	0.00	2,500.00	0.00	2,500.00	50.00

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STORM WATER						
COMMODITIES						
001-905-346-00 STORM WATER TO SANITARY	150,000	75,000.00	75,000.00	0.00	75,000.00	50.00
TOTAL COMMODITIES	150,000	75,000.00	75,000.00	0.00	75,000.00	50.00
TOTAL STORM WATER	150,000	75,000.00	75,000.00	0.00	75,000.00	50.00
PARK 25% TO CPWB						
SALARIES & BENEFITS						
001-906-000-00 AUDITOR'S OPEX	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
COMMODITIES						
001-906-341-00 PARK-30% HOT/MOT PD TO CP	40,680	3,293.46	9,193.23	0.00	31,486.77	22.60
TOTAL COMMODITIES	40,680	3,293.46	9,193.23	0.00	31,486.77	22.60
CONTRIBUTIONS						
001-906-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL PARK 25% TO CPWB	40,680	3,293.46	9,193.23	0.00	31,486.77	22.60
CVR 75% TO CVR						
CONTRACTUAL SERVICES						
001-901-235-00 HOTEL/MOTEL 70% PAID TO C	94,920	7,684.73	21,450.81	0.00	73,469.19	22.60
TOTAL CONTRACTUAL SERVICES	94,920	7,684.73	21,450.81	0.00	73,469.19	22.60
TOTAL CVR 75% TO CVR	94,920	7,684.73	21,450.81	0.00	73,469.19	22.60
ARTS & HUMANITIES						
CAPITAL OUTLAY						
001-906-450-01 THEATRE BUILDING	20,000	1,272.50	2,147.50	0.00	17,852.50	10.74
TOTAL CAPITAL OUTLAY	20,000	1,272.50	2,147.50	0.00	17,852.50	10.74
TOTAL ARTS & HUMANITIES	20,000	1,272.50	2,147.50	0.00	17,852.50	10.74

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CITY OF BUCHANAN  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: OCTOBER 31ST, 2020

001-GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
STOCKERT YOUTH CENTER						
SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	158,340	17,607.52	43,617.85	0.00	114,722.15	27.55
001-907-103-00 CAMP BUCHANAN SALARIES	24,000	1,323.76	7,114.04	0.00	16,885.96	29.64
001-907-103-01 SYC BUS DRIVERS	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-104-00 PICA TAX	14,070	1,449.35	3,890.62	0.00	10,189.38	27.58
001-907-105-00 GROUP INSURANCE	40,000	955.36	6,863.68	0.00	31,236.32	21.66
001-907-106-00 GROUP RETIREMENT	9,984	818.98	2,408.57	0.00	7,575.43	24.12
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	247,394	22,171.91	65,694.76	0.00	181,709.24	26.55
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	3,500	224.90	1,321.83	0.00	1,978.17	40.06
001-907-213-00 UTILITIES	17,000	248.59	4,026.90	0.00	12,173.10	28.39
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	7,000	510.00	951.85	0.00	6,048.15	13.60
001-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.00
001-907-221-00 TRAINING	275	0.00	0.00	0.00	275.00	0.00
001-907-226-00 INSURANCE & BONDS	15,000	295.12	5,187.35	0.00	9,812.65	24.52
001-907-230-00 SYC CONTRACTURAL BUS SER	0	0.00	0.00	0.00	0.00	0.00
001-907-230-01 WORK STUDY/AMERICORP	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL CONTRACTUAL SERVICES	44,325	1,928.61	10,287.93	0.00	34,037.07	23.21
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	6,000	349.36	1,237.49	0.00	4,762.51	20.62
001-907-341-01 OPERATING EXPENSES	2,500	229.82	773.14	0.00	1,726.56	38.93
001-907-343-00 SYC AUTO SUPPLIES	2,500	15.34	152.28	0.00	2,347.72	4.69
001-907-354-00 DRILL TEAM	5,000	0.00	0.00	0.00	5,000.00	0.00
001-907-355-00 DANCE TEAM	0	0.00	0.00	0.00	0.00	0.00
001-907-356-00 YOUTH BASKETBALL	18,000	0.00	0.00	0.00	18,000.00	0.00
001-907-357-00 TUTORING	250	0.00	0.00	0.00	250.00	0.00
001-907-359-00 MISC. DANCE/PARTIES	500	0.00	0.00	0.00	500.00	0.00
001-907-359-00 ART/Drama PROGRAM	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-360-00 CAMP BUCHANAN SUPPLIES	4,500	0.00	885.49	0.00	3,614.51	15.68
001-907-361-00 AFTER SCHOOL SUPPLIES	5,000	194.23	432.71	0.00	4,567.29	8.63
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-907-363-00 KARATE CLASS INSTRUCTION	1,500	0.00	452.00	0.00	1,008.00	32.00
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
001-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-907-366-00 FORD RAIDER	5,000	0.00	0.00	0.00	5,000.00	0.00
001-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-907-368-00 GCAFE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-907-368-01 ZUMBA	1,500	36.00	448.00	0.00	1,052.00	29.87
001-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	0.00	0.00	0.00	2,000.00	0.00
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	55,250	824.75	4,421.11	0.00	50,828.89	8.00

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: OCTOBER 31ST, 2020

001-GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-907-455-00 CAPITAL CAMPAIGN (BOX & C	0	0.00	0.00	0.00	0.00	0.00
001-907-455-01 NYC CHILDRENS FESTIVAL	1,250	0.00	0.00	0.00	1,250.00	0.00
001-907-455-02 SYCO BUILDING	38,400	0.00	0.00	0.00	38,400.00	0.00
001-907-455-00 CAPITAL OUTLAY	20,000	0.00	3,900.00	0.00	16,100.00	19.50
001-907-477-00 NYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	59,650	0.00	3,900.00	0.00	55,750.00	6.54
CONTRIBUTIONS						
001-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL STOCKERT YOUTH CENTER	402,619	24,529.27	54,293.80	0.00	322,335.20	20.73
CONVENTION CENTER						
CAPITAL OUTLAY						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,250	3,351.00	13,404.00	0.00	26,846.00	33.30
TOTAL CAPITAL OUTLAY	40,250	3,351.00	13,404.00	0.00	26,846.00	33.30
TOTAL CONVENTION CENTER	40,250	3,351.00	13,404.00	0.00	26,846.00	33.30
HISTORIC LANDMARKS						
CONTRACTUAL SERVICES						
001-911-223-00 HISTORIC LAND MARK EXPENS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HISTORIC LANDMARKS	0	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY						
CONTRACTUAL SERVICES						
001-976-213-00 SAFETY COMPLEX UTILITIES	24,000	1,226.30	5,484.41	0.00	18,515.49	22.85
001-976-216-00 SAFETY COMPLEX MAINT	7,000	747.43	1,771.06	0.00	5,228.94	25.30
001-976-228-00 SAFETY COMPLEX INSURANCE	9,000	0.00	1,058.84	0.00	7,941.16	11.75
TOTAL CONTRACTUAL SERVICES	40,000	1,973.73	8,314.41	0.00	31,685.59	20.79
CAPITAL OUTLAY						
001-976-459-00 FEMA GRANT#2 GENERATOR EX	0	0.00	0.00	0.00	0.00	0.00
001-976-459-00 FEMA GRANT#1 GENERATOR EX	0	0.00	0.00	0.00	0.00	0.00
001-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: OCTOBER 31ST, 2020

001-GENERAL FUND

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TOTAL PUBLIC SAFETY	40,000	1,973.73	8,314.41	0.00	31,685.59	20.79
TOTAL EXPENDITURES	5,153,400	412,416.01	1,625,595.47	45,695.15	3,527,804.58	30.66
REVENUE OVER/(UNDER) EXPENDITURES	700,000	762,161.15	930,202.00	45,695.15	1,675,971.23	125.13

C.4 Fire Chief- JB Kimble- Chief Kimble submitted and explained the following report:

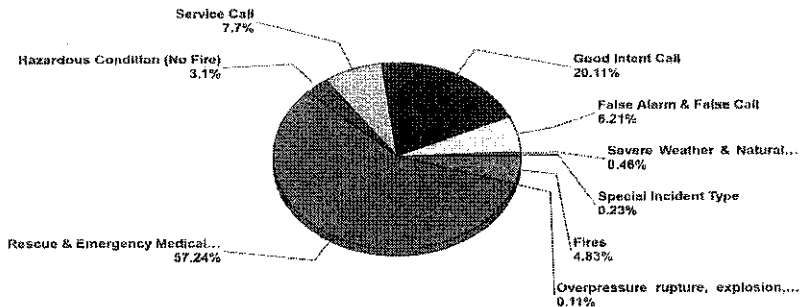
Buckhannon

Buckhannon, WV

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Breakdown by Major Incident Types for Date Range

Zones(s): All Zones | Start Date: 01/01/2020 | End Date: 12/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	42	4.83%
Overpressure rupture, explosion, over/heat - no fire	1	0.11%
Rescue & Emergency Medical Service	498	57.24%
Hazardous Condition (No Fire)	27	3.1%
Service Call	67	7.7%
Good Intent Call	175	20.11%
False Alarm & False Call	54	6.21%
Severe Weather & Natural Disaster	4	0.46%
Special Incident Type	2	0.23%
TOTAL	870	100%



**C.5 City Attorney-Tom O'Neill-Deferred his report to items later in the agenda.**

**D. Correspondence and Information:**

**D.1 BFD-Grant Denial-FY 2019 Staffing for Adequate Fire & Emergency Response (SAFER)  
FEMA/DHS Grant Program**

10/28/2020

City of Buckhannon - Buckhannon Fire Department  
22 S. Florida St.  
Buckhannon, WV, 26201 -2665

Reference: EMW-2019-FF-00562

Dear Staffing for Adequate Fire and Emergency Response Grant Program Applicant:

On behalf of the Federal Emergency Management Agency's (FEMA) Grant Programs Directorate, I would like to thank you for applying for assistance under the Fiscal Year (FY) 2019 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program. Unfortunately, after careful consideration and review, we are unable to fund your application. We regret that the news could not be more positive.

As you are aware, the SAFER Program is among the Department of Homeland Security's (DHS) and FEMA's most competitive grant programs. In FY 2019, FEMA received over 1,200 SAFER applications, requesting more than \$1 billion in federal assistance. The large number of applications received, and the finite amount of available funding, resulted in many commendable applicants not being funded and accentuates the highly competitive nature of this program. FEMA encourages your organization to apply for funding through the FY 2020 SAFER.

Given the high number of applications received, the SAFER Program is unable to provide your organization with an individualized comprehensive review of your application. We can however tell you that your application did not score well in the preliminary assessment. The scores from the second phase of review, the peer review panel, indicated that your application narrative was deficient in the level of details needed to receive a competitive rating.

There are several other tools and resources available to help fire departments and volunteer interest organizations develop effective SAFER grant applications. I encourage you to make use of these resources as you prepare your next grant request.

1. **Assistance to Firefighters Grant Program (AFGP) Website ( <https://www.fema.gov/grants/preparedness/firefighters>).** The AFGP Website offers a wealth of resources, such as the following:
  - The SAFER Notice of Funding Opportunity, which explains funding priorities and criteria
  - Frequently Asked Questions (FAQs)
  - Narrative Self-Evaluation Tool
  - SAFER Application Checklist
  - Get Ready Guides
  - Online tutorials with key information about preparing grant requests
  - SAFER E-Mail Alerts, biweekly e-mail messages to the SAFER mailing list, which provide important announcements about new application periods, upcoming workshops, and other SAFER program updates (to receive the SAFER E-Mail Alerts, sign up on the AFGP website)
  - Grantee success stories
2. **Toll-Free Help Desk (1-866-274-0960 or [firegrants@fema.dhs.gov](mailto:firegrants@fema.dhs.gov)).** The SAFER Help Desk staff members answer questions from applicants by telephone and by e-mail. Between application periods, they field general questions about SAFER programs. During application periods, they provide technical assistance with the online application and answer questions about the SAFER guidance. If additional assistance is needed, the Help Desk staff can refer questions directly to subject matter specialists.

Your interest in the SAFER Program reminds us that America's fire and volunteer firefighter interest organizations continue to have great need for support. FEMA and DHS will continue to work closely with and support the Nation's first responders and their vital work. Thank you again for your dedication and commitment.

Regards,

Kerry L. Thomas  
Director  
Preparedness Grant Division

## D.2 Zoning Board of Appeals-72 Boggess Street

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

A public meeting of the Buckhannon Zoning Board of Appeals was held on Wednesday, October 14, 2020 at 5:00 pm in City Hall. The following were in attendance:

Board Member	Virginia "Gini" Jeran	Present
Board Member	Timothy Reese	Present
Board Member	Greg Popovich	Absent
Board Member	Shauna Jones	Absent
Board Member	Ann Livesay	Present
City Recorder	Randall Sanders	Present
Assistant Recorder	Amberle Jenkins	Present
Building Code Enforcement Officer	Vincent Smith	Present
City Attorney	Thomas O'Neill	Present

#### Meeting Agenda Posted:

#### *City of Buckhannon Zoning Board of Appeals Meeting Notice for Wednesday, October 14, 2020 at 5:00 pm in Council Chambers*

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A Public Hearing of the Buckhannon Zoning Board of Appeals will be held on October 14, 2020 at 5:00 p.m. The meeting will be held in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon WV. This is an open meeting (*per WV code § 6-9A-3*) and all interested parties may appear and be heard.

- A. Call to Order
    - A.1 Moment of Silence
    - A.2 Pledge to the Flag of the United States of America
  - B. Recognized Guests
  - C. Strategic Issues for Discussion and/or Vote
    - C.1 To Elect Chairman & Vice Chairman of the Zoning Board of Appeals for FY 2020/2021
    - C.2 Vote RE: Appeal at 72 Boggess Street-Height of Fence & Placement of Storage Building
  - D. Adjournment
- POSTED 09/10/2020

A. **Call to Order:** Chairman-Gini Jeran called the meeting to order following by a moment of silence and pledge to the US Flag.

B. **Recognized Guests:** In attendance Betsy Fabbriatore, Pat Simons, John Simons, Kathy Chapman and Joe Feola.

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

#### C.1 To Elect Chairman & Vice Chairman of the Zoning Board of Appeals for FY 2020-2021

Motion Livesay/Reese to reappoint Gini Jeran as Chairman and Tim Reese as Vice Chairman for fiscal year 20-21.  
Motion carried.

#### C.2 Vote RE: Appeal at 72 Boggess Street-Height of Fence & Placement of Storage Building

The following information was submitted to the Zoning Board of Appeals for consideration. The notice was published in the local newspaper.

September 8, 2020

Record Delta Newspaper  
P.O. Box 550  
Buckhannon, WV 26201

Dear Sirs:

Please publish the following notice as a Class II legal advertisements on the following dates:

**Tuesday, September 15, 2020**  
**Tuesday, September 22, 2020**

Following the publication of the attached legal advertisement, please forward your Publisher's Certificate and Affidavit along with your Publisher's statement to my office at City Hall.

Should you have any questions regarding this notice, please immediately contact my office at City Hall: (304-472-1651) or [amby.jenkins@buckhannonwv.org](mailto:amby.jenkins@buckhannonwv.org). Thank you for your assistance in this matter. This letter and attached legal advertisements have been faxed to your office and sent by US Postal Service.

Thank you,  
Amberle Jenkins  
Director of Finance & Administration

**Enclosure:**

## NOTICE OF AN APPEAL TO THE ZONING BOARD OF APPEALS

Notice is hereby given that John Simons has filed with the Zoning Board of Appeals an appeal regarding the height of his existing fence for the enclosure of an existing in ground swimming pool located at 72 Boggess Street in the City of Buckhannon. Mr. Simons is not in compliance with Zoning Ordinance No. 244, Section 606, which states in part, "Swimming pools, ponds, and any stationary or non-flowing pools of water or other liquids shall be permitted only when located in rear yards, and further when completely enclosed by a fence or buildings or combination thereof of a height of six feet (6)." Furthermore, Mr. Simons has erected a 10'x24' storage building in the side yard of 72 Boggess Street in the City of Buckhannon without obtaining the proper zoning and building permits, Zoning Ordinance No. 244 Section 801; and fails to meet Zoning Ordinance No. 244, Section 501C-5c, which states in part, "Accessory uses to the rear of principal structures."

A Public Hearing in connection with the petition shall be held at City Hall, 70 East Main Street on **Wednesday, October 14, 2020 at 5:00 p.m. o'clock**, and all interested parties may appear and be heard.

## Zoning Board of Appeals

**City of Buckhannon**  
70 East Main Street  
Buckhannon, WV 26201

**Zoning Variance Application**  
**(304) 472-1651**

Identification	Owner/Leasee <b>John Simons</b>	Phone <b>214/9013544</b>	Variance Receipt <b>142055</b>	Date <b>2/20/2008</b>
	Rent Address <b>72 Baggess Street</b>	Zoning District <b>R1</b>	Flood Zone <b>NO</b>	
	City/State/Zip <b>Buckhannon WV</b>	District/Asp./Parcel		

**Instructions:** An appeal for a variance from the City of Buckhannon Zoning Code requires the completion of this application within 90 days of the denial of your zoning request plus a fee of \$30. The fee is to offset the cost of legal advertisements, notification of area residents, and the processing of your application for public hearing. Zoning appeals are heard by the Zoning Board of Appeals in the Council Chambers at City Hall. The actual date of the hearing is determined by state law and you will be notified in writing of the scheduled hearing. You or someone representing you should appear at the hearing to explain your request and to be available for possible questions by the members of the Zoning Board of Appeals. Please understand that multiple appeals may be heard on the same evening. Typically the Zoning Board of Appeals reaches a decision at the meeting and you will be aware of the decision.

Reason for the request of a zoning variance:

- \* In-ground Pool - 54" Height of Fence, Existing
- \* Storage Building 10'x24' installed in side yard without obtaining the proper zoning and building permits

(In-ground Pool w/ 54" hgt Existing Fence, driveway subject to Var. Fence to 6' off)

Certification	I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as an authorized agent and as such agree to conform to all applicable laws of the City of Breckinridge and the State of West Virginia regarding this proposed project.			Date	8/13/2008	Handwritten initials
	Signature	Address	8/14/2008		Handwritten initials	

Validation	Zoning approved by variance	Reason for denial
	Zoning Officer	Pool is not in compliance with ordinance 244 section 606 stating that pool must be fenced with at least a 6' fence. Owner did not comply with ordinance 244 section 601-CSC and also section 601-1 that no permit was obtained.
	Date	Initials Date

**VARIANCE – List of Property Owners 72 Boggess Street**

- 68 Boggess Street
- 71 Boggess Street
- 75 Boggess Street
- 77 Boggess Street
- 12 Hibbs Street
- 66 Highland Drive
- 68 Highland Drive
- 70 Highland Drive
- 72 Highland Drive

Letter sent to Property Owner:

September 8, 2020

Property Owner  
Address

## NOTICE OF PUBLIC HEARING FOR A ZONING VARIANCE

To Whom It May Concern:

The Zoning Board of Appeals is hereby notifying area property owners that John Simons has filed with the Zoning Board of Appeals an appeal regarding the height of his existing fence for the enclosure of an existing in ground swimming pool located at 72 Boggess Street in the City of Buckhannon. Mr. Simons is not in compliance with Zoning Ordinance No. 244, Section 606, which states in part, "Swimming pools, ponds, and any stationary or non-flowing pools of water or other liquids shall be permitted only when located in rear yards, and further when completely enclosed by a fence or buildings or combination thereof of a height of six feet (6)." Furthermore, Mr. Simons has erected a 10'x24' storage building in the side yard of 72 Boggess Street in the City of Buckhannon without obtaining the proper zoning and building permits, Zoning Ordinance No. 244 Section 801; and fails to meet Zoning Ordinance No. 244, Section 501C-5c, which states in part, "Accessory uses to the rear of principal structures."

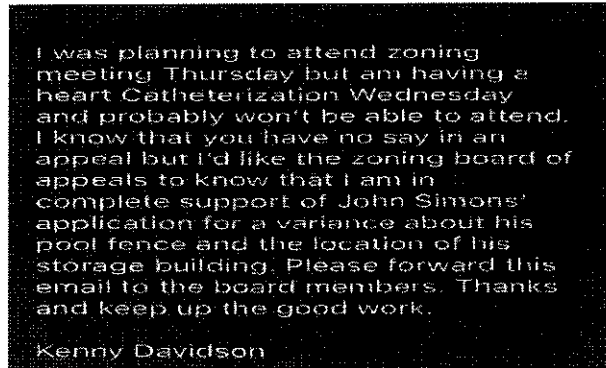
A Public Hearing in connection with the petition shall be held at City Hall, 70 East Main Street on **Wednesday, October 14, 2020 at 5:00 p.m. o'clock**, and all interested parties may appear and be heard.

If you wish to comment or have questions regarding the proposed variance, you are welcome to attend the public hearing. Or, if desired, you may send a signed, written comment concerning this proposed variance to: Zoning Board of Appeals, Buckhannon City Hall, 70 East Main Street, Buckhannon, WV 26201, ATTN: Zoning Officer.

Further, any person aggrieved by any decision of the Zoning Board of Appeals may appeal, within thirty days to the Circuit Court of Upshur County as provided by the laws of the State of West Virginia. If you have questions concerning zoning requirements or the information presented in this notice, please contact City Hall.

Vincent Smith  
Building Code Enforcement Officer

One written comment received:



I was planning to attend zoning meeting Thursday but am having a heart Catheterization Wednesday and probably won't be able to attend. I know that you have no say in an appeal but I'd like the zoning board of appeals to know that I am in complete support of John Simons' application for a variance about his pool fence and the location of his storage building. Please forward this email to the board members. Thanks and keep up the good work.

Kenny Davidson

Board members decided to address each of the two issues separately.

- **The Board members first selected the issue regarding the fence around the pool.**

Chairman Jeran called upon Housing Enforcement Officer-Smith to explain the matter.

Mr. Smith reported that Mr. & Mrs. Simons purchased the property with the existing pool and fence. The pool was installed in 1981 by the previous owner (Feola). Recently, Mr. Simons then placed a pre-built storage building on the lot. No permit was obtained for the building.

Mr. Simons stated that the fence is the same fence that was originally installed in 1981.

Guest and former resident of the home verified this.

City Attorney-O'Neill explained the legal consequences when a person purchases a property with pre-existing non-compliance issues. The current 1988 zoning ordinance requires a 6 foot fence around a pool. The National Building Codes require a 48" fence.

This is more of a life/safety issue.

Attorney O'Neill feels it is safe to assume that the zoning ordinance strictly applies in this case and the fence is grandfathered in.

Zoning Board Members asked if the variance were granted, and the fence were repaired or replaced in the future would the fence then need to comply with current zoning regulations?

After some discussion between the Board Members and the Attorney, it was resolved that the fence could be repaired and the variance would still apply, however, if the fence were to be replaced in totality, it would then need to comply with the current zoning regulations.

**Motion Livesay/Reese to grant the variance for the pool fence.**

**The Board Members has some further discussion about the life safety issue. All agreed that if the fence were ever to be replaced it must be in compliance.**

**Motion carried.**

- **The Zoning Board Members then discussed the building that was place in the side yard without a permit.**

Vincent Smith explained that buildings must be place to the rear of the lot. The building was installed without a permit.

Mr. Simons reported that he was not aware that a pre-constructed building needed permitted. When Mr. Smith discovered the new building, it had been suggested that the building be moved. Mr. Simons states that moving the building will interfere with the garden. Mr. Simons has since obtained a permit, but now wants to leave the building where it is. Board Members questioned how he obtained a permit and Mr. Smith informed the Board Members that the permit was issued on the agreement that once the garden is finished for the season the building would be moved. Mr. and Mrs. Simons commented on hardship to move the building and placing it near the hill would make it a little more difficult to mow. Mr. Simons presented pictures of the lot and building and other similar issues in other areas of town.

Guest and area resident-Kathy Chapman spoke in favor of leaving the building where it is as it has more curb appeal.

Guest and daughter- also spoke in favor of leaving the building as is. It is safer for her father and has nice curb appeal.

Board members discussed the matter at length.

The building would need to be moved about 20 feet to come into compliance. The building was placed without proper permitting. If proper procedures were followed this would have avoided placing the building in non-compliance.

The issue of the building and pool fence arose when Mr. Smith checked on pool drainage that needed to be verified before a water utility adjustment could be made.

Chairman Jeran reminded Board Members the purpose of the hearing is to determine if building should remain in non-compliance. Board members must be un-bias and not let emotions be involved in their decisions.

Board Member Reese explained that zoning laws are put in place to protect residents in the future.

*Motion was made by Reese to deny the variance.*

Board member Livesay commented there are no objections from the neighborhood and does not see the building as an eye sore where it is currently located.

Board Member Reese believes the ordinances were created for a reason for the future.

*Motion died for lack of second.*

*Motion Livesay to grant the variance.*

*Motion died for lack of second.*

Board Members briefly discussed tabling the matter for a future matter.

**Motion was again made by Reese to deny the variance to allow the building to be placed in the side yard. Motion was seconded by Jeran.**

There was a brief discussion to question the decision. Chairman Jeran states the Board was brought here to review a decision that the Zoning/Housing Officer made to deny a building that did not comply with the zoning laws. She wants to stay within the zoning laws in this difficult decision. Board Member Reese states that the zoning district R-1 is the most restrictive zone and he feels should stay within the rules of the zoning ordinance.

The owners has the right to appeal to Circuit Court.

**Call for vote: Reese and Jeran vote yes. Livesay votes no.**

**Motion carries.**

**There being no further business to be transacted, meeting adjourned at 6:00 pm.**

**Chairman Virginia "Gini" Jeran**

**City Recorder Randall H. Sanders**

### **D.3 CALEA Confirmation Letter for Web Based Assessment Law Enforcement Accreditation Review**



International  
Association  
of Chiefs of Police  
1900 M Street, N.W.  
Washington, D.C. 20036  
202-638-2600  
www.icaop.org

October 21, 2020

Mr. Matthew Gregory  
Chief of Police  
Buckhannon Police Department  
24 S. Florida Street

Buckhannon, WV 26201

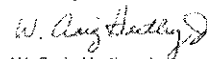
Dear Chief Gregory:

We have selected the on-site dates for those agencies anticipating a Law Enforcement Accreditation review at the 2021 CALEA Summer Conference in Winston-Salem, North Carolina.

Your web-based assessment will occur during the week of February 19 – 27, 2020. Your site-based dates have been established as April 5 - 7, 2021. Please contact your assessment coordinator, Kim Cranis-Curl at ext. 51, if you need additional information.

Additional information concerning your on-site assessment will be sent in the coming weeks. We look forward in working with you during this process.

Sincerely,

  
W. Craig Hartley, Jr.  
Executive Director

### **D.4 ART26201 News Release-First Energy Foundation Gifts \$5K in Support of Colonial Theatre Renovation**

#### **NEWS RELEASE**

#### **FIRSTENERGY FOUNDATION GIFTS \$5K IN SUPPORT OF COLONIAL THEATRE RENOVATION**

**[BUCKHANNON, WEST VIRGINIA, October 27, 2020—]** The renovation of the former Colonial Theatre continues to move forward with a \$5,000 gift from FirstEnergy Foundation announced at the theatre on Tuesday. The gift will enable continued work on the main theatre space, entrance, and lobby. Once complete, regular productions will commence, featuring theatrical pieces, performing arts, and music concerts that will thrill audiences of all ages.

Following the announcement, ART26201 and City representatives led a tour of the theatre and the recent renovations, including the Colonial Theatre Gallery, which is currently featuring its first solo exhibit, a collection of Japanese-style portraits by 11-year-old Ava Hibbs, a Buckhannon native and homeschooled student. The Gallery hosted its inaugural event in June with the group Upshur County Youth Art Exhibition. Corporate support like the \$5,000 gift from FirstEnergy Foundation will help prepare the Colonial Theatre for upcoming community events.

The Colonial Theatre will serve as an expansion of the Stockert Youth & Community Center (SYCC), allowing for additional arts education and youth productions through the afterschool program and summer camp. SYCC anticipates utilizing the space for afterschool programming in cooperation with the Upshur County Board of Education and local arts organizations. Buckhannon Community Theatre will make the Colonial Theatre their home, providing young actors with a venue to learn and share the craft. Opportunities will also be presented for instruction in set design, music/theatre technology, and costuming. ART26201's Young Filmmakers Camp will bring film production education to the space each summer. Participation in the arts can create an avenue for positive youth development, community engagement, and academic achievement. SYCC's Colonial Theatre will connect young artists to local arts venues and mentors, thanks in part to FirstEnergy Foundation.

The FirstEnergy Foundation gift will be received by ART26201 and dispersed to the City, once again demonstrating the power of strong public-private partnerships for successful community development projects. John Waltz, Vice President of ART26201, shared, "We are so thankful for the generous gift and support from FirstEnergy. Events like our recent and inaugural Gallery opening were made possible by these contributions. It is amazing to see the progress inside the Colonial Theatre, Gallery, and front façade which have all contributed to a bustling Main Street arts scene in Buckhannon. We are just scratching the surface of what is possible with this transformational space and through contributions like these."

Of the continuing renovation efforts, Mayor Robbie Skinner added, "I hope the community appreciates the progress that's been made. It will forever enhance downtown when it's complete."

Tim Pingley, FirstEnergy External Affairs Consultant, commented, "Each time I come to see the progress, it's amazing how much work has been done." Pingley continued, "This space is amazing and just what we need with these troubled times to bring people together in the community."

The FirstEnergy Foundation is funded solely by FirstEnergy Corp. and provides support to non-profit, tax-exempt health and human services agencies; educational organizations; cultural and arts programs and institutions; and civic groups in areas served by FirstEnergy's ten electric operating companies and in areas where the company conducts business.

ART26201 and the City remain grateful and thrilled to receive previous significant gifts and pledges of financial support from The FirstEnergy Foundation, the West Virginia Department of Arts, Culture and History, ART26201, Buckhannon Community Theatre via the Jim Knorr Memorial Lobby campaign, the McMurtry family, numerous fundraising events, and donations from additional members of the Buckhannon community near and far.

Built in 1924, the Colonial Theatre sits just across Main Street from the Traders Alley Arts District, home to Lascaux Micro-Theater, many outdoor artworks, and Jawbone Park, which features sculpture and is host to Festival Fridays and other seasonal performing arts. The Colonial Theatre, Main Street, Traders Alley, and Jawbone Park collectively form the downtown Traders Alley Arts District, complete with ADA accessible sidewalks, parking, and amenities.

ART26201 is a non-profit organization whose mission is to "celebrate and promote the creative and inspirational opportunities in the Buckhannon community." For more information about ART26201 projects, and for ways to provide financial support, email [info@ART26201.com](mailto:info@ART26201.com) or visit the website at [www.ART26201.com](http://www.ART26201.com).

## **D.5 Proclamation-American Indian Heritage Month-November 2020**

### **PROCLAMATION NATIONAL AMERICAN INDIAN HERITAGE MONTH**

**WHEREAS**, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

**WHEREAS**, the contributions of American Indians have enhanced the freedom, prosperity and greatness of America today, and

**WHEREAS**, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

**WHEREAS**, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George H. W. Bush in 1990, designating the month of November as National American Indian Heritage Month; and

**WHEREAS**, in honor of National American Indian Heritage Month, community celebrations as well as cultural, artistic, educational and historical activities should be planned;

**NOW THEREFORE**, I, Robert N. Skinner III, by virtue of the authority vested in me as Mayor of the City of Buckhannon do hereby proclaim **November as National American Indian Heritage Month in the City of Buckhannon**, and urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused the Seal of the City of Buckhannon to be affixed this 28<sup>th</sup> day of October, in the year of our Lord two thousand twenty.

**Robert N. Skinner III, Mayor  
City of Buckhannon**

D.6 CGP Foods, Inc. Shop 'n Save Express- Zoning Form to WVABCA Licensing Department

Zoning Form  
(Original copy must be submitted to the WVABCA Licensing Department)

Notes: If an establishment's location is not situated within a municipality, this office will need a letter from the County Commission stating that the establishment location is zoned properly. All applicants must complete the front portion of the form.

To: Municipal Clerk or Recorder

Under the requirements set forth in W. Va. Code § 17-16-8(a)(3), a person intending to apply for a license to operate a WVABCA licensed Class B establishment at any location within a municipality must file a notice of such intention with the Clerk or Recorder of such municipality at least ten (10) days prior to filing an application for such license with the WVABCA. Pursuant to this requirement, notice is hereby given that the following intends to apply to the WVABCA for a license to operate a Class B licensed establishment issued pursuant to the provisions of § Chapter 11, Article 16 of the W. Va. State Code.

Entity Name: CGP Foods, Inc.

DRA (Doing Business As): Buckhannon Shop 'n Save Express

Address of Establishment: 203 S Kanawha St Buckhannon WV 26201  
(Street/Route) (City) (State) (Zip Code)

Applicant's Name(s): Phillips Chris Edward  
(Last) (First) (Middle)

General Description of Premises: Retail Grocery Store

This Notice has been filed with the Clerk or Recorder of the City/Town of Buckhannon, WV on this 10/2/20 day of October, 2020.

Applicant's Signature(s): [Signature] Date: 10/2/20

1. Is the proposed location for the Class B "Carry-Out" described consistent with the zoning ordinances of your Municipality as either a permitted use or a conditional use of such premises?  
Yes ☒ No ☐

2. If the answer to the first question was "No" does your Municipality provide within its zoning requirements suitable alternative locations for Class B "Carry-Outs"?  
Yes ☐ No ☐

3. Additional comments to the Alcohol Beverage Control Administration:

4. Is the proposed location situated in a "Dry County" or in a Town/Municipality designated as a "Dry" area.  
Yes ☐ No ☒ Unsure ☐

Approved By: Authorized Official Signature and Title  
[Signature] Assistant Recorder  
Buckhannon WV

City/Town: Buckhannon

Date: 10/2/20

Return Original To: WVABCA  
Licensing Division  
906 Pennsylvania Avenue, 4th Floor  
Charleston, WV 25302

D.7 Report of Cat & Dog Activity –Upshur County Commission-September 2020

LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT  
ACCOUNT OF CATS  
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES  
(September) 2020

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	3	0	3
Cats brought in by Animal Control Officer	0	10	10
Cats brought in by County Residents	10	5	15
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	0	0	0
Cat returned to owner	0	0	0
Cats Escaped	1	0	1
Adoptions:			
With Charge	7	4	11
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	4	4	8
Euthanasia:			
Owner Request	2	0	2
Other	5	8	13

Jason Knickly, ANIMAL CONTROL / HUMANE OFFICER  
MONTHLY ANIMAL REPORT  
September

TRANSACTION	#
Animals picked up by ACO:	
Dogs	5
Other	
Animals returned to Owner by ACO:	0
Dogs	2
Other	0
Animals Delivered to LUACF:	0
Dogs	0
Other	0
Animals Quarantined by ACO:	1
Dogs	1
Other	0
Animals Terminated:	0
Dogs	0
Other	0
Total Number of Hours Involved	80

[Signature] 10-2-2020  
Signature Date

[Signature] 10/7/2020  
Signature Date

D.8 CityPR: Veterans Day Program FB Live Stream Online & Broadcast on TV Channel 3 on November 11<sup>th</sup> at 11am

D.9 CityPR: City Plants Two Hybrid American Chestnut Trees at Riverwalk in Collaboration with WesMonTy RC&D

City Plants Two Hybrid American Chestnut Trees at Riverwalk in Collaboration with WesMonTy RC&D

BUCKHANNON, WV: Next time you visit Riverwalk Park, check out the newest addition--two hybrid American chestnut trees. WesMonTy Resource Conservation & Development (RC&D) Chairman Donnie Tenney worked with Dixie Green, City Horticulturist and Garrett Summers, B-UHS Senior and City seasonal garden crew member, to



plant the new chestnut trees for the community to enjoy. Dr. Kathy Gregg, Buckhannon Nature Park & Learning Trail Curator, assisted in selecting a location for the trees.

This large tree species, once-dominant throughout the forests of Appalachia, produced food for both people and wildlife, provided pollen for bees and other pollinators, and served as an excellent building material. However, over the past century it has been decimated by blight, with nearly all native trees dying off as saplings.

Recently, scientists have developed a hybrid variety, maintaining the features of the native tree, but strengthened by immunity to the blight.

We look forward to watching these beautiful trees grow over the years to come: a once familiar giant of our state's natural history now at the beginning of a renaissance.

The mission of WesMonTy RC&D is to enhance rural and urban areas and agricultural communities by supporting grassroots efforts and creating partnerships for the benefit of our 12 county region. WesMonTy strives to improve the quality of life for rural and urban residents through education, partnerships, and the wise management of natural resources.

The City of Buckhannon maintains nine parks within the municipality, as well as a community garden, community orchard, and numerous pollinator lots.

Learn more here: <http://buckhannonwv.org/parks-and-recreational-areas/>

D.10 FOIA Request-Retained Equity, LLC-Unclaimed Property

WEST VIRGINIA BUCKHANNON FOIA UNCLAIMED CASH

27 messages

kyngal@retainedequity.com <kyngal@retainedequity.com>

Tue, 02/24/2020 at 4:04 PM

To: [foia@buckhannonwv.com](mailto:foia@buckhannonwv.com)

Pursuant to The Public Records Act which grants access to issues of public records, we respectfully request records pertaining to any of the following types of categories:

Unclaimed checks

Unclaimed checks and funds

Unclaimed tax returns and performance records

State fiscal records

Tax Certificates

Outstanding checks

Cashiering and related documents

Checks issued from Unclaimed Property Payments

If any of this request is exempt from release, please indicate the section of the record which is exempt. Please provide all outstanding/unclaimed claim dated checks/property that are greater than \$100. In writing, business, or agencies that providing support to your profession. Please only include checks that are over 6 months old. For each property, please provide issue date, payee names, addresses, and other documents copy if possible, as much as you can record for the general format to receive data for all available years. Please note that I am not requesting a listing of records which have already been recorded.

If the requested records have not been found or do not exist in your possession, please provide the correct information for the public area from which they may be requested and forward this request to them. (For example, if another department issues checks on your behalf.)

We request, respectfully, your prompt attention to this matter and, if possible, request your response within 15 business days of receipt of this letter. We are willing to provide the request to help expedite the process. Please reply not should costs exceed \$100.

Thank you for your assistance with this matter. If you have any questions concerning the above or need further clarification, please contact me at [kyngal@retainedequity.com](mailto:kyngal@retainedequity.com)

Ms. Supal Rotman

Retained Equity, LLC

POB 13

Woodmere, NY 11590

216-868-8728

D.11 City Attorney's letter to Altice USA, Suddenlink RE: Notice of Intent to Renew TV Cable Franchise Agreement & Written Comments from Public regarding issues and complaints

November 2, 2020

Altice USA  
1 Court Square West  
Long Island City NY 11101

Attention: Erin Jones  
Director, Government Affairs

RE: Notice of Intent to Renew Municipal Cable Television Franchise Agreement  
City of Buckhannon, West Virginia

Dear Ms. Jones,

Pursuant to Suddenlink’s request to initiate proceedings to renew its Municipal Cable Television Franchise Agreement with the City of Buckhannon, a meeting of the City of Buckhannon municipal Television Cable Board convened on September 30, 2020.

As part of the meeting, the Board accepted several written comments from members of the public; we are forwarding those comments to your attention for your review and attention.

The City of Buckhannon looks forward to working with you through the process of consideration of the renewal of Suddenlink’s franchise. We look forward to discussing these important issues with you or your representative.

With best wishes,  
  
Thomas J. O’Neill  
City Attorney

D.12 WVDOT Alternative Transportation Grant Award-Poundstone Riverwalk Trail #4 Project

STATE OF WEST VIRGINIA



West Virginia Department of Transportation  
Alternative Transportation Grant Program

THIS IS TO CERTIFY THAT A GRANT OF \$240,755  
HAS BEEN AWARDED FOR  
THE BUCKHANNON ELIZABETH J. "BINKY" POUNDSTONE RIVERWALK TRAIL #4 PROJECT

JIM JUSTICE  
GOVERNOR

E. Consent Agenda:

- E.1 Approval of Minutes-Regular Meeting 10/15/2020 & Special Meeting 10/22/2020
- E.2 Approval of Building and Wiring Permits

Permit Number	Submitted By and Location	Contractor	Description of Work to be Performed	Building Value	Electrical Code	Total Electrical Fees Paid	Total Building Fees Paid	Zoning	Asbestos	Flood Zone	Elev. Certificate	Non Conversion Use	Historic District
74931	Breckenridge Corp 1 Brickyard Road	Breckenridge Corporation	Re-Roof Metal over existing	\$12,000.00			\$102.00						
74932	Catherine Frye 70 S Kanawha St	K&Z Construction	Re-Roof Rubberized over existing	\$3,500.00			\$38.50						X
74933	Bryon McVay 14 Meade St	First Class Construction	Re-Roof Metal over shingle on porch	\$2,500.00			\$27.50						X
74934	Peggy Hall 38 Arnold Ave	First Class Construction	Re-Roof Shingles	\$9,000.00			\$99.00		X				X
74935	Joe McKisic 171 Camden Ave	Self	Re-Roof Shingles	\$1,544.00			\$16.98		X				
74937	Patricia Reger 6 Thurman Ave	Mid Atlantic Regional Cont	Re-Roof Metal	\$6,300.00			\$69.30		X				
74938	O.U.R. House 34 Hart Ave	Dustin Wamsley	Electrical Service Upgrade	\$1,500.00	A	\$100.00							X
74939	Tri State Toter Service 55 Fifth St	Self	Re-Roof Metal over shingle on porch	\$275.00			\$15.00						
74940	Estate of Dottie Dukelow 7 Elias St	Stan White	Electrical Service Upgrade	\$7,000.00	B2	\$100.00							
74941	Jeff St Clair 93A S Kanawha St	Mon Power	New Meter Install		A	\$100.00							X
74942	James Finegan 34 Central Ave	Dustin Wamsley	Electrical Service Upgrade	\$1,500.00	B2	\$100.00							X
74943	Thomas Gillespie 112 Pocahontas St	Self	Repair Front Porch Floor & Banister	\$800.00			\$10.00						
74944	Nolte-Rylands 15 1/2 B E Main St		Electrical Reconnect Inspection		A	\$100.00							X
74945	Judy Griffin 16 Gum St	Appalachian Roofing	Re-Roof Metal over Shingle	\$11,500.00			\$126.50						
74946	Taste & See 21 Madison St	Floyd Signs	Signage	\$600.00			\$15.00	X					X
74947	Delmar Light 1 1/2 Cooper St	Dustin Wamsley	Electrical Reconnect Inspection		A	\$100.00							
74948	Richard Trent 58 Upper Dr	Johns Brothers	Two Parking Spaces	\$1,000.00			\$11.00	X					
TOTAL				\$59,019.00		\$600.00	\$530.78						

## E.3 Approval of Payment of the Bills

11-05-2020 09:02 AM

DISBURSEMENTS 10-15-20 TO 10-31-20

PAGE: 1

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	RAILSTON PRESS INC	409-341-00	MAYOR'S SUPPLIES & M	RAILSTON PERMIT	81.58
		409-341-00	MAYOR'S SUPPLIES & M	RAILSTON PERMIT	172.58
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S LEGAL FUNDING	RECORD DELTA NEWSPAPER	1,513.67
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	250.00
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	4.92
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	21.21
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	39.41
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	466.00
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	78.38
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	74.39
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	74.73
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	266.19
	RECORD DELTA NEWSPAPER	409-226-00	MAYOR'S SUPPLIES & M	RECORD DELTA NEWSPAPER	50.00

\$1,643.67 Record Delta - Publication of 6F Balance Sheet  
 \$1,000.00 - Mike Ross - Earnest deposit on Mudlick Property  
 \$5,500.00 - Calka - on site Assessment  
 \$5,000.00 - Shallow Creek Kennels - Balance of K9 w/6WK handler Course  
 \$1,277.56 - United Rotary Brush - Gutter Brooms  
 \$2,856.00 - Ascent Consulting - Concrete testing & Construction Inspector Saturday UK 21  
 \$1,272.50 - Appalachian Roofing - Pipe Boot Flashing - Theater

11-05-2020 09:02 AM

DISBURSEMENTS 10-15-20 TO 10-31-20

PAGE: 2

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	80.00
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	891.31
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	139.03
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	32.43
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	37.00
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	50.78
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	50.00
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	139.03
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	39.22
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	28.07
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	15.92
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	15.98
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	94.00
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	50.72
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	50.73
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	599.00
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	281.49
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	37.99
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	84.49
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	150.00
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	130.31
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	6.50
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	90.61
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	2.81
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	64.59
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	24.48
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	1,061.78
		409-341-00	MAYOR'S SUPPLIES & M	COVID-19 TESTING	10,280.40

COUNCIL

BUCHANAN UTIL BORROS	410-450-01	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	92.74
NON POWER	410-450-01	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	104.07
ENDOVA INSURANCE	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	10.27
WV PUBLIC EMPLOYEES RETIREME	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	20.00
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	18.45
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	7.00
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	62.00
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	5.00
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	14.00
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	1.10
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	127.93
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	1,060.00
	410-106-00	THEATRE BUILDING	MISC GARBAGE THEATRE ONCE	1,631.88

RECORDER

ENDOVA INSURANCE	411-106-00	RECORDER'S RETIREMENT	RECORDER'S RETIREMENT	0.94
WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMENT	RECORDER'S RETIREMENT	50.00
INTERNAL REVENUE SERVICE	411-106-00	RECORDER'S RETIREMENT	RECORDER'S RETIREMENT	11.00
	411-106-00	RECORDER'S RETIREMENT	RECORDER'S RETIREMENT	7.25

11-05-2020 09:02 AM

DISBURSEMENTS 10-15-20 TO 10-31-20

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	500.00
				TOTAL:	500.00
TREASURER	ENDOVA INSURANCE	413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	0.99
	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	31.00
		413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	31.00
		413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	19.27
		413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	10.37
		413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	4.91
		413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	4.91
		413-106-00	TREASURER'S RETIREMENT	TREASURER'S RETIREMENT	3.35
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	622.52
				TOTAL:	622.52
COURT	ENDOVA INSURANCE	416-104-00	POLICE JUDGE FICA	POLICE JUDGE FICA	0.41
	INTERNAL REVENUE SERVICE	416-104-00	POLICE JUDGE FICA	POLICE JUDGE FICA	39.75
		416-104-00	POLICE JUDGE FICA	POLICE JUDGE FICA	9.00
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	625.00
				TOTAL:	675.42
CITY ATTORNEY	ENDOVA INSURANCE	417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	1.94
	WV PUBLIC EMPLOYEES RETIREME	417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	50.00
		417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	50.00
		417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	50.00
		417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	31.00
		417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	7.25
		417-106-00	CITY ATTORNEY RETIRE	CITY ATTORNEY RETIRE	7.25
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	994.97
				TOTAL:	1,127.61
CITY ENGINEER	ENDOVA INSURANCE	420-226-00	CITY ENGINEER INS &	CITY ENGINEER INS &	0.00
		420-226-00	CITY ENGINEER INS &	CITY ENGINEER INS &	0.00
ZONING	RECORD DELTA NEWSPAPER	427-226-00	ZONING SUPPLIES	ZONING SUPPLIES	59.37
	ENDOVA INSURANCE	427-226-00	ZONING SUPPLIES	ZONING SUPPLIES	69.20
	STREET LIGHTS	427-226-00	ZONING SUPPLIES	ZONING SUPPLIES	115.30
	WV PUBLIC EMPLOYEES RETIREME	427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	140.62
		427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	140.62
		427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	87.18
		427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	37.16
		427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	40.39
		427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	30.39
		427-106-00	ZONING RETIREMENT	ZONING RETIREMENT	2.20
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	3,810.30
				TOTAL:	3,936.78
DATA PROCESSING	HAVER HILL NETWORKS INC	429-250-00	DATA PROCESSING	DATA PROCESSING	212.59
	COMMUNITY BANK	429-250-00	DATA PROCESSING	DATA PROCESSING	793.44
	TYPER TECHNOLOGIES INC	429-250-00	DATA PROCESSING	DATA PROCESSING	1,667.61
		429-250-00	DATA PROCESSING	DATA PROCESSING	69.16
		429-250-00	DATA PROCESSING	DATA PROCESSING	165.00



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Disbursements 10-15-20 to 10-31-20

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	898.44
		706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	954.05
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHED	210.11
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHED	223.12
	PAYFLEX	706-105-00	FIRE DEPT. GROUP INS	GF OCT HSA FEES	22.75
	CENTER FOR PUBLIC SAFETY ESC	706-459-00	FIRE DEPT. CAPITAL O	REGISTERED AGENCY RENEWAL	380.00
	CARDIAC LIFE PRODUCTS, INC.	706-341-00	FIRE DEPT. MATERIAL	ADULT AED PADS	161.52
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	304-340-4721 ENG 1 CELL	50.49
	WITHER PUBLIC SAFETY GROUP I	706-459-00	FIRE DEPT. CAPITAL O	RESCUE RANDY (CEPAT)	1,466.84
		706-345-00	FIRE DEPT. UNIFORMS	TACTICAL PANTS 38 KIMBLE	107.99
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2808-101915-4 FIRE	84.81
	TRAVELERS INSURANCE	706-226-00	FIRE DEPT. INSURANCE	NOV 2020 INS PREM AUTO LIA	314.98
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	29,830.63
				TOTAL:	47,173.30
STREET	BUCKHAMMON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	STREET MISC GARBAGE OCT 20	12.00
		750-341-00	STREET DEPT. MAT & S	PCRD-STREET GARBAGE	14.15
	MCW POWER	750-213-00	STREET DEPT. UTILITI	110123905106 25 N LOCHST S	10.37
		750-213-00	STREET DEPT. UTILITI	110084762464 20 FACTORY ST	109.15
		750-213-00	STREET DEPT. UTILITI	110084762128 GARAGE	39.63
		750-213-00	STREET DEPT. UTILITI	110084761755 17 1/2 FACTORY	13.47
	LYKINS OIL COMPANY	750-343-00	STREET DEPT. AUTO SU	STREET SEPT 2020 FUEL BILL	1,087.69
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	ALL DEPT SEPT 2020 UNIFORM	504.80
	SOUTHERN STATES COOP INC	750-341-00	STREET DEPT. MAT & S	2 GAL SPRAYER	47.58
	WY PAGING	750-213-00	STREET DEPT. UTILITI	27622 DEPT OCT PAGERS	23.00
	EMCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN	WCB1065474 9-2 TO 10-1-202	1,189.18
	AIRGAS USA, LLC	750-341-00	STREET DEPT. MAT & S	GLOVES, GRINDER	44.38
	MOUNTAINEER GAS COMPANY	750-213-00	STREET DEPT. UTILITI	341416-484855 17 1/2 FACTO	65.99
		750-213-00	STREET DEPT. UTILITI	269254-314209 4 FACTORY ST	48.83
		750-213-00	STREET DEPT. UTILITI	269255-492584 6 FACTORY ST	46.83
	J F ALLEN CO	750-401-00	STREET PAVING	BLACK TOP PATCHING	350.92
	NAFA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	FUEL FILTER /BASE ROLLER	47.61
	LOWES BUSINESS ACCOUNTS	750-341-00	STREET DEPT. MAT & S	4" CUTTING WHEELS	28.46
		750-341-00	STREET DEPT. MAT & S	AEC BOXES	2.17
		750-341-00	STREET DEPT. MAT & S	TOOL BAG/DEAD BOLT	136.65
		750-341-00	STREET DEPT. MAT & S	PCRD-STEP LADDER	89.80
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	ST NOV 2020 CONCRETE&SILOP	2,676.74
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	950.51
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,015.52
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	951.85
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	419.46
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	440.91
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	404.51
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	22W02Z 2019 RAM 1500	642.76
		750-459-00	STREET DEPT. CAPITAL	22W02Z 5000 CHASSIS DUMP T	968.03
	US CELLULAR	750-211-00	STREET DEPT. TELEPHO	642-1601940-2024 642-4946	137.48
	SPRINT	750-211-00	STREET DEPT. TELEPHO	ALL DEPT OCT 2020 GRYTABS	277.55
	COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	STREET DEPT OCT SKIDSTEER	664.11
	UNITED ROTARY BRUSH CORP	750-343-00	STREET DEPT. AUTO SU	GUTTER BROOMS	1,277.06
	WALMART STORES INC -BUCKHAMM	750-341-00	STREET DEPT. MAT & S	OFFICE SUPPLIES	110.78
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	ST. DEPT SEPT PEST INSPECT	31.50
		750-341-00	STREET DEPT. MAT & S	STREET DEPT OCT PEST INSPE	31.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	926.96
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	843.27

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Disbursements 10-15-20 to 10-31-20

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHED	217.24
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHED	187.20
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-24 FLAGS FOR MAIN ST	187.28
		750-341-00	STREET DEPT. MAT & S	PCRD-HAND CLEANER	43.99
	ASCENT CONSULTING & ENGINEER	750-459-00	GATEWAY WEST GRANT E	CONCRETE TESTING GATEWAY	1,079.50
		750-459-00	GATEWAY WEST GRANT E	CONCRETE TESTING GATEWAY	593.06
		750-459-00	GATEWAY WEST GRANT E	CONSTRUCTION INSPECTOR	413.50
	PAYFLEX	750-105-00	STREET DEPT. GROUP I	GF OCT HSA FEES	29.25
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	84.04
	TRAVELERS INSURANCE	750-226-00	STREET DEPT. INSURAN	NOV 2020 INS PREM AUTO LIA	1,143.01
	**PAYROLL EXPENSES			10/15/2020 - 10/31/2020	28,611.65
				TOTAL:	51,011.08
STREET LIGHTS	MCW POWER	751-213-00	STREET LIGHTS	110085782484 E. MAIN ST	5,277.89
		751-213-00	STREET LIGHTS	110085782484 E. MAIN ST	78.09
		751-213-00	STREET LIGHTS	110100156732 107 E MAIN ST	142.77
				TOTAL:	5,498.75
TRAFFIC SIGNALS & SIGN MCW POWER		752-213-00	TRAFFIC SIGNALS POWE	110 096 985 459 FT. 119	47.93
		752-213-00	TRAFFIC SIGNALS POWE	210089985624 FT. 20 BRN C	62.96
		752-213-00	TRAFFIC SIGNALS POWE	110081822043 W. MAIN ST	5.21
		752-213-00	TRAFFIC SIGNALS POWE	110088620243 MAIN ST	40.14
		752-213-00	TRAFFIC SIGNALS POWE	110090768291 E. MAIN ST	24.95
		752-213-00	TRAFFIC SIGNALS POWE	110087174485 S. KANAWHA ST	28.39
		752-213-00	TRAFFIC SIGNALS POWE	110088215830 HESER ST RT 2	54.48
				TOTAL:	265.06
PARK 40% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	908-341-00	PARK-30% HOT/HOT PD	SEPT 2020 HOTEL-MOTEL TAX	3,260.46
				TOTAL:	3,260.46
CVB 10% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	SEPT 2020 HOTEL-MOTEL TAX	7,684.73
				TOTAL:	7,684.73
ARTS-THEATRE	APPALACHIAN ROOFING & SHEET	906-450-01	THEATRE BUILDING	PIPE BOOT FLASHING THEATE	1,272.50
				TOTAL:	1,272.50
STOCKERT YOUTH CENTER	BUCKHAMMON UTIL BOARDS	907-341-00	MATERIALS & SUPPLIES	MISC GARBAGE SYCC SEPT 202	63.45
	MCW POWER	907-213-00	UTILITIES	110084592119 SYC	776.00
		907-213-00	UTILITIES	110084767205 79 E MAIN ST	3.60
	RECORD-DELTA NEWSPAPER	907-341-00	MATERIALS & SUPPLIES	SYCC PROGRAM AGST HELP AD	53.63
	LYKINS OIL COMPANY	907-343-00	MAINTENANCE	SYCC SEPT 2020 FUEL BILL	97.22
	FISHER AUTO PARTS INC	907-343-00	SYC AUTO SUPPLIES	PCRD-WIPERS FOR BUS	15.34
	UNIFIRST CORP.	907-345-00	MAINTENANCE	ALL DEPT SEPT 2020 UNIFORM	158.33
	LEAF	907-341-01	OPERATING EXPENSES	COPIER LEASE	229.82
	EMCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WCB1065474 9-2 TO 10-1-202	81.57
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	8.00
		907-213-00	UTILITIES	383925-483167 70 E MAIN ST	61.99
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	271.96
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	283.96
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	262.96
	COMMUNITY CARE OF WV	907-341-00	MATERIALS & SUPPLIES	COVID-19 TESTING	50.00
		907-341-00	MATERIALS & SUPPLIES	COVID-19 TESTING	50.00
	INODEB.COM	907-341-00	MATERIALS & SUPPLIES	PCRD-STOCKERT WANT AU	21.30
	US CELLULAR	907-211-00	TELEPHONES	613-9068	14.50

## E.4 Accept 2021 Holiday Schedule

City of Buckhannon  
2021 Holiday's

January 1, 2021	Friday	New Year's Day 2021
January 18, 2021	Monday	Martin Luther King, Jr. Birthday
February 15, 2021	Monday	Presidents' Day
April 2, 2021	Friday	Good Friday
May 31, 2021	Monday	Memorial Day
June 21, 2021	Monday	West Virginia Day-observed
July 5, 2021	Monday	Independence Day-observed
September 6, 2021	Monday	Labor Day
October 11, 2021	Monday	Columbus Day
November 11, 2021	Thurs	Veteran's Day
November 25, 2021	Thursday	Thanksgiving Day
November 26, 2021	Friday	Thanksgiving Friday
December 24, 2021	Friday	Christmas
December 31, 2021	Friday	New Year's 2022

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


F. Strategic Issues for Discussion and/or vote:

F.1 To consider adoption of Ordinance Authorizing acquisition by the City of Buckhannon Building Commission to be used by the City of Buckhannon-Action was taken earlier in the meeting.

F.2 Approval Change order- Sutphen Rescue Fire Pumper Apparatus Truck

Chief Kimble reported that staff had visited the manufacturer to discuss the new truck.

Engineers gave suggestions and reasons that some changes should be made to maximize truck effectiveness.



SUTPHEN

Customer: Buckhannon Fire Dept.  
HS #: 6877  
Number of Units: 1  
Original Contract Amount: \$542,454.00

CHANGE ORDER

Change Order Date: 09/28/20  
Latest Revision Date: XX/XX/XXXX  
Sales Person: H Sulphen / JVV Jones  
Coordinator: Mark Clark

ACTION	SUPPLIER	DESCRIPTION	UNIT PRICE	QTY	PRICE EXTENDED
* Revision 09/28/2020 *					
Delete	Sutphen	120V OUTLET WIRED TO SHORELINE INLET - EA (4)	\$1,091.32	1	-\$1,091.32
Add	Sutphen	120V POWER STRIP MOUNTED ON TOOL MOUNTING PLATE TOP OF HEAD/AC	\$286.47	1	\$286.47
Delete	Sutphen	SPECIAL FRONT AXLE FRONT AXLE, HENDRICKSON STEERTEK NXT 23,000 LB.	\$362.05	1	-\$362.05
Add	Sutphen	FRONT AXLE, HENDRICKSON STEERTEK NXT 20,000 LB.	\$342.56	1	\$342.56
Delete	Sutphen	SPECIAL ITEM, FRONT SUSPENSION SUSPENSION FRONT 23,000 LBS. (4) 56" LEAF'S	\$0.00	1	\$0.00
Add	Sutphen	SUSPENSION FRONT 20,000 LBS. (4) 56" LEAF'S	\$0.00	1	\$0.00
Delete	Sutphen	LOWER GRILLE, POLISHED STAINLESS (L9)	\$0.00	1	\$0.00
Clarify	Dealer	LOWER GRILLE, POLISHED STAINLESS, LASER CUT LETTERING W/ BACKLIGHTING	\$417.57	1	\$0.00
Delete	Sutphen	HANDRAILS, REAR CAB INTERIOR DOOR, BLACK RUBBERIZED (2) ONLY	\$0.00	1	\$0.00
Add	Sutphen	HANDRAILS, REAR CAB INTERIOR DOOR, BLACK RUBBERIZED (2) AND KNURLED STS AT WINDOW (2)	\$330.80	1	\$330.80
Add	Sutphen	12V DUAL PORT USB POWER POINT, (1)	\$72.49	1	\$72.49
Delete	Sutphen	REAR HOSEBED COVER, VINYL	\$0.00	1	\$0.00
Add	Sutphen	REAR HOSEBED COVER, WEBBING	\$514.79	1	\$514.79
Delete	Sutphen	COVER FASTENERS, BUNGIE CORDS WITH RED TAB	\$0.00	1	\$0.00
Add	Sutphen	COVER FASTENERS, BLACK PLATIC BUCKLES	\$81.29	1	\$81.29
Delete	Sutphen	UPPER WARNING LIGHTS, ZONE A (FRONT), WHELEN FREEDOM IV 72" LED LIGHT BAR, 4x70LED, 8 MODULES	\$2,209.08	1	-\$2,209.08
Add	Sutphen	UPPER WARNING LIGHTS, ZONE A (FRONT), WHELEN FREEDOM IV 72" LED LIGHT BAR, 4x70LED, 14 MODULES	\$3,526.08	1	\$3,526.08
Add	Sutphen	ADDITIONAL WARNING LIGHTS, WHELEN 600 SUPER LED, 60*02F*R (PAIR)	\$568.49	1	\$568.49
Add	Sutphen	TWO TONE CAB PAINT BREAK OPTION #6	\$398.44	1	\$398.44
*MODERATE CHANGES WILL CAUSE A DELAY IN THE DELIVERY OF YOUR APPARATUS			CHANGE ORDER TOTAL (PER UNIT):		\$2,428.96
			NEW CONTRACT AMOUNT:		\$544,882.96

ACCEPTED - The above prices of this Change Order are satisfactory and are hereby accepted.

Customer Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Change order must be signed to amend the original contract.

\*All Compartment outlets placed in upper left of each compartment

\* Remove outlet from the rear compartment

Motion Thomas/Rylands to approve the change order for the new fire truck. Motion carried.

**F.3 Approval Ordinance #447 Revised Downtown Parking – First Reading:**

**ORDINANCE NO. 447 OF THE CITY OF BUCKHANNON, AMENDING, MODIFYING, AND RE-ENACTING ORDINANCE NO. 409 (ALSO KNOWN AS ORDINANCE NO. 2016-008), ORDINANCE NO. 422, AND ORDINANCE NO. 435 OF THE CITY OF BUCKHANNON, WITH RESPECT TO ENFORCEMENT THEREOF**

---

Council discussed the ordinance. The ordinance will still require two warnings but the warnings will reset each calendar year. Tickets that would be issued are in graduated form, from \$25 to \$100. Vehicles cannot be parked on the same street for more than two hours.

Mayor Skinner reported that it is a consensus of the Council not to spend any additions funds on parking apparatus. The downtown parking is in three block area.

Council discussed possibility of extended enforcement in evenings and weekends but without significant costs as this timeframe is not a priority.

There was also discussion about the graduated fine and how manageable that would be. A graduated fine system will not be easy to manage.

**Motion Rylands/Albaugh to approve Ordinance 447 revised Downtown Parking on first reading. Thomas opposed. Motion carried.**

**F.4 Ratify the City of Buckhannon Board Appointments FY 2020-21 Charles Gibson Library:**

**FY 2020-2021**

**CHARLES GIBSON PUBLIC LIBRARY**

Susan Breathe	ending 06/30/2022
William L. O'Brien	ending 06/30/2024
Charlotte "Butch" Rainey	ending 06/30/2023
Martha Edgell	ending 06/30/2025
Bethany Cupp Post	ending 06/30/2021

\*Note Bethany Post is filling unexpired term of Jane Skinner

**Motion Thomas/Albaugh to ratify the member appointments with term dates as noted, for the Charles Gibson Library Board. Motion carried.**

**F.5 Approval appointment of Audit Committee FY 2020-21:**

Mrs. Jenkins explained that requests for proposals must be sent out in order to seek proposals from qualified organizations for annual audits. In order to get qualified CPA's, the State Auditor requires the municipality to appoint an audit committee to help select an auditor. At least 3 person should be on the committee and one should be an elected official, also one that understands the current accounting system. She recommended appointing the same group that was appointed during the last selection of auditors- Richard Clemens, David Thomas, Amberle Jenkins and Nancy Shobe.

**Motion Albaugh/Reger to appoint Richard Clemens, David Thomas, Amberle Jenkins and Nancy Shobe to the Audit Committee. Thomas abstained. Motion carried.**

**G. Comments and Announcements:**

**Albaugh-** Reminded everyone of Veterans Day and the virtual program scheduled from Jawbone Park.

**Rylands-** Congratulated Erin Anderson on award for Teacher of the Year.

**Thomas** – Also congratulated Erin Anderson. He reminded everyone of the Family Resource Network fund raiser and is concerned about non-profit organizations this year. He also remarked that he is receiving complaints about unruly people hanging around the river walk trail.

**Reger** – Congratulated Erin Anderson as well. He reminded everyone that this is the 35<sup>th</sup> anniversary of the catastrophic flood of 1985. He remarked on how proud he is to serve on City Council.

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

Mayor Skinner commented on how well City Council works together. He reminded everyone of the 50<sup>th</sup> anniversary of the Marshall University plane crash that claimed the lives of several football players including a local young man, John Young. He thanks First Energy for their generous gift of \$5000.00 toward the Colonial Theatre.

**I. Adjournment**

**There being no further business to be transacted, motion Albaugh/Thomas, to adjourn at 8:38 pm. Motion carried.**

**Mayor Robert N. Skinner III** \_\_\_\_\_

**Assistant Recorder Amberle Jenkins** \_\_\_\_\_