

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

A regular meeting of the Buckhannon City Council was held on Thursday, June 3, 2021, at 7:00pm in City Hall. The following were in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Mary Albaugh	Present
Council Member	Pam Bucklew	Present
Council Member	Jack Reger	Present – by phone
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
BPD	Chief JB Kimble	Present
Director of Public Works	Jerry Arnold	Present
The Record Delta Newspaper	Macie Queen	Present
Channel 3	Dennis Cortes	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present

Guests: Donna Carpenter, Sandra McCutcheon, Patty McComas, Beth Post, Cindy Phillips, all of the Fred Brooks Garden Club; Evelyn & Vito Syski; Freddy Suder; Joshua Hinchman.

*To Participate in a City Council meeting participants were invited to contact us at 304-472-1651 for the GoToMeeting link/access.*

***City Council of Buckhannon – 7:00 pm in Council Chambers  
Meeting Agenda for Thursday, June 3, 2021***

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**A. A PUBLIC HEARING OF THE COUNCIL OF THE CITY OF BUCKHANNON REGARDING PROPOSED ADOPTION OF ORDINANCE NO. 451 OF THE CITY OF BUCKHANNON, AN ORDINANCE: (1) AMENDING ORDINANCES NOS. 207, 228, 342, 369 AND 392 OF THE CITY OF BUCKHANNON, AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON**

**B. Call to Order**

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

**C. Recognized Guests**

- C.1 Fred Brooks Garden Club-Bethany Post--National Garden Week Proclamation
- C.2 Freddy Suder-15 Shawnee Drive
- C.3 Josh Hinchman-178A Camden Avenue

**D. Department & Board Reports**

- D.1 Public Works Director- Jerry Arnold
- D.2 Finance Director- Amberle Jenkins
- D.3 Fire Chief- JB Kimble
- D.4 City Attorney- Tom O'Neill
  - Community Bank Alley Easement

**E. Correspondence & Information**

- E.1 Notice of Public Hearing of the City Council RE: Ordinance No. 451 New Water Rates & Charges-June 3, 2021 at 7pm
- E.2 Letter of Intent to WVDOH RE: Transportation Alternatives Recreational Trails Grant Application-Binky Poundstone Riverwalk Trail System
- E.3 Letter of Intent to WVDOH RE: Transportation Alternatives Grant Application -Morton Avenue & N. Locust Street Sidewalk & Lighting Project
- E.4 Deed Property Purchase 65 East Main Street- Knights of Pythias & COB
- E.5 Letter from UCCVB –City's Representative Appointment is Vacant
- E.6 Request for Professional Surveying Services for City's Surveying Services Project
- E.7 Waste, Water, Sanitary, & CPW Boards-Monthly Meeting Time Changed from 4PM to 7:30AM
- E.8 Evolution Bar LLC-Zoning Form to WVABCA Licensing Department
- E.9 Notice of Special Planning Commission Meeting on 06/15/21 at 7pm RE: To discuss the possible uses for the Madison Street property (former Chase Bank drive-thru)

**F. Consent Agenda**

- F.1 Approval of Minutes-Regular meeting 05/20/2021 & Special meeting 05/17/2021
- F.2 Approval of Building and Wiring Permits
- F.3 Approval of Payment of the Bills
- F.4 Approval Resignation of Shauna Jones from the Zoning Board of Appeals
- F.5 Approval Resignation of Susan Beathe from the Charles W. Gibson Library

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

- G.1 Approve Ordinance No. 451 New Water Rates & Charges- 3rd/Final Reading
- G.2 Approval Street Paving Bid Opening Results
- G.3 Approval Agreement WVWC to Display Art at the Colonial Theatre Gallery
- G.4 Approval to Open Checking Account at Citizens Bank for the American Rescue Plan & Approval of Mayor & Director of Finance as Authorized Signatories & using \$500.00 to open the Account
- G.5 Approval Resolution 2021-05 Property Purchase 65 E Main Street
- G.6 Approval Resolution 2021-06 Budget Revision #7 General Fund FY 2020/21
- G.7 Approval City Hall Landscaping
- G.8 Approval Recommendation Use of American Rescue Plan Funds for Water & Sanitary Projects
- G.9 Approval of the American Rescue Plan Checklist of Agreements & Procedures

**H. Comments and Announcements**

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

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

**J. Adjournment**

Posted 05/28/2021

Next Regular Scheduled City Council Meeting Thursday, June 17, 2021

**A. A PUBLIC HEARING OF THE COUNCIL OF THE CITY OF BUCKHANNON REGARDING PROPOSED ADOPTION OF ORDINANCE NO. 451 OF THE CITY OF BUCKHANNON, AN ORDINANCE: (1) AMENDING ORDINANCES NOS. 207, 228, 342, 369 AND 392 OF THE CITY OF BUCKHANNON, AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON**

*The Public hearing that was scheduled for 7:00 PM, June 3, 2021 was canceled due to a delay in the delivery of public notices.*

**B. Call to Order** - Mayor Robbie Skinner called the meeting to order.

**B.1 Moment of Silence** – Mayor Skinner asked all present to join him in a Moment of Silence.

**B.2 Pledge to the Flag of the United States of America** - The Pledge was led by Mayor Skinner.

**C. Recognized Guests**

**C.1 Fred Brooks Garden Club-Bethany Post--National Garden Week Proclamation** - The Mayor recognized members of the Fred Brooks Garden Club including Beth Post, Donna Carpenter, Sandra McCutcheon, Patty McComas, and Cindy Phillips and presented them with a National Garden Week Proclamation.

**National Garden Clubs, Inc.  
National Garden Week Proclamation**



**Whereas**, Gardeners have a passion for nurturing the beauty and resources of the earth through the planting of seeds, the care of all plants, and the riches of their efforts; and

**Whereas**, Gardeners seek to add beauty, splendor, fragrance, and nutrition to our lives through the growing of herbs, vegetables, foliage and flowers; and

**Whereas**, Gardeners work to preserve our country's traditional spirit of independence and initiative through innovation and hard work; and

**Whereas**, Gardeners advocate the importance of all creatures, large and small, that share our world and their roles in a balanced and productive ecology; and

**Whereas**, Gardening furnishes a challenging and productive activity for our citizens, for those just learning as well as those having years of experience; and

**Whereas**, Gardening promotes a healthy lifestyle that lasts a lifetime, helps reduce stress from other areas of our life, teaches that rewards can come for diligent efforts; and

**Whereas**, Gardening enables members of Garden Clubs across the nation and the world to make a world of difference in the communities where they reside and work;

**Now, Therefore, Be It Resolved that I, Robert Neal Skinner, III, Mayor of the City of Buckhannon**, do hereby acknowledge the importance of Gardening and the numerous contributions of Gardeners, and designates the week of June 6-12, 2021 as

**National Garden Club Week.**

**Robert Neal Skinner, III, Mayor  
City of Buckhannon**

**C.2 Freddy Suder-15 Shawnee Drive** - The Mayor recognized Freddy Suder of 15 Shawnee Drive who addressed the Council regarding a water drainage issue at his property that has since been resolved by Jerry Arnold and our City crews.

**C.3 Josh Hinchman-178A Camden Avenue** - The Mayor recognized Joshua Hinchman of 178A Camden Avenue who spoke about a drainage problem that exists in the backyard of his mother's home at 178A Camden Avenue. Mr. Hinchman also resides at the residence. He described the situation, the time-period the problem has existed and the remedies that are being applied currently with the City working on the issue under the direction of Jerry Arnold. A lengthy discussion took place with input from Jerry Arnold, Director of Public Works, City Attorney Tom O'Neill, Mayor Skinner, and various members of the City Council. Mr. Hinchman requested hard timelines for the completion of the current project put forth by the City; which neither Mr. Arnold nor the Mayor could provide one but the Mayor suggested that he check back with the City in two weeks.

Evelyn Syski was recognized who spoke about a concern with speed boats that are exceeding the speed limit on the river. She is worried that someone in a canoe or kayak could be injured. City Engineer Jay Hollen offered that she could contact the DNR in French Creek and ask for Law Enforcement and they will assist her with the situation.

## **D. Department & Board Reports**

**D.1 Public Works Director- Jerry Arnold** – Mr. Arnold was recognized by the Mayor and he reported that all departments are still working on the projects he reported on at the last Council meeting. The transportation grants will be reported on Monday.

Without objection, the Mayor moved *G.2 Approval Street Paving Bid Opening Results* to the table for discussion and/or vote. Mr. Arnold reported the one bid that was received was from Cooper Asphalt showing close to a 20% increase from the last contract. He reviewed all prices per category and specifics from the bid with Council.

**Motion to approve the Street Paving Bid from Cooper Asphalt was made by Rylands/Bucklew. Motion carried unanimously.**



(304) 338-4444

P.O. Box 2049  
Buckhannon, WV

June 3, 2021

City of Buckhannon  
Street Department  
Attention: Jerry Arnold  
70 E. Main Street  
Buckhannon, WV 26201

**RE: Cooper Asphalt – Bid for City Street Work for 2021-2022  
Material Certification**

To Whom It May Concern:

For the paving on Buckhannon City Streets, Cooper Asphalt will utilize hot mix asphalt material which is in accordance with West Virginia Division of Highways standards. This includes Base I and Wearing I mixes.

The asphalt is planned to be purchased from J.F. Allen Company at either the Lorentz Asphalt Plant or the Elkins Asphalt Plant which have mix designs approved by the West Virginia Division of Highways.

If there are any questions or of additional information is needed, please feel free to contact me at 304-931-8881.

Very Respectfully,

COOPER ASPHALT

ERIC S. SHERRARD  
President

## City of Buckhannon

Paving Bid 06/03/2021

### Bid Cover Sheet

Company Name: SHEPARD, LLC DBA COOPER ASPHALT

Company Address: 2133 OLD WESTON ROAD BUCKHANNON WV 26201

Street City State Zip

Telephone No: 304 931 8881 Fax No: \_\_\_\_\_

Contact Person: ERIC SHEPARD, PRESIDENT Phone: 304 931 8881

Email: eshppard@cooper-asphalt.com

### Tasks

	Unit	Price
1. Material, delivery, installation of tack coat.	Gallons	<u>\$3.00</u>
2. Material, delivery, installation of HMA base course.	Tons	<u>\$122.00</u>
3. Material, delivery, installation of HMA wearing course.	Tons	<u>\$129.00</u>
4. Mobilization	Lump Sum	<u>\$1,500.00</u>
5. Surface Milling	Sq. Ft.	<u>\$0.50</u>

Mr. Arnold also mentioned the retirement of Jeff Wamsley from the Waste Department and the retirement luncheon that was held for Jeff at the old Waste Garage earlier today.

#### D.2 Finance Director- Amberle Jenkins – Amby Jenkins provided the following report:

Amby Council report 6-3-21

Balances May 31, 2021

General Fund mm checking	\$853,154.97	CD \$86,093
Historic Landmark savings	\$3,026	
Fire truck savings	\$38,424	
Stockert Youth Center Capitol Campaign	\$428,352 + 12,000 pledge =	\$440,352
Coal Tax	\$58,366	
Municipal Stabilization Fund	\$814,736	
Flood Control Acct	\$9,392	
Consolidated Public Works Board	\$181.113	
Sales Tax	\$1,680,706	

May Revenues \$203,032,

Expenses \$508,716

We are still undergoing the fiscal year audit for 6-30-21. Grant reporting has become much more detailed. Everything is going well.

The budgeted distribution of \$804,440 will need to be transferred from Sales Tax Fund to General Fund this month. The will probably result in more balance on hand than expected for the new fiscal year budget revision.



6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
001-301-000-01 AD VALOREM TAXES	887,802	21,609.51	883,115.18	0.00	4,686.82	99.47
001-301-000-02 PRIOR YEAR TAXES	25,000	579.45	64,222.13	0.00 (	39,222.13)	256.89
001-303-000-00 GAS & OIL SEVERANCE TAX	10,000	0.00	9,001.98	0.00	998.02	90.02
001-304-000-00 2% UTILITY TAX	240,000	17,935.13	206,870.68	0.00	33,129.32	86.20
001-305-000-00 B & O TAX	1,188,000	106,879.87	1,356,328.53	0.00 (	168,328.53)	114.17
001-305-000-01 B&O CONTRACTORS	95,000	0.00	51,955.58	0.00	43,044.42	54.69
001-306-000-00 LIQUOR TAX	75,000	0.00	95,809.99	0.00 (	20,809.99)	127.75
001-307-000-00 ANIMAL CONTROL TAXES	1,100	5.40	988.20	0.00	111.80	89.84
001-308-000-00 HOTEL MOTEL TAX	135,600	9,372.72	89,906.85	0.00	45,693.15	66.30
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES	2,657,502	156,382.08	2,758,199.12	0.00 (	100,697.12)	103.79
FINES AND FEES						
001-320-000-00 COURT COSTS, FEES & CHARG	25,000	558.00	19,833.00	0.00	5,167.00	79.33
001-320-000-01 BASIC FEE (POLICE DEPT.)	500	0.00	1,200.00	0.00 (	700.00)	240.00
001-320-000-02 POLICE FEE -CITATION	6,000	300.00	6,940.00	0.00 (	940.00)	115.67
001-320-000-03 POLICE/FINGERPRINT REVENU	100	0.00	45.00	0.00	55.00	45.00
001-320-000-04 SUMMONS FEE FOR PARKING T	0	0.00	20.00	0.00 (	20.00)	0.00
001-321-000-00 LOT 5 (OLD D&L/CVB PROPER	0	0.00	0.00	0.00	0.00	0.00
TOTAL FINES AND FEES	31,600	858.00	28,038.00	0.00	3,562.00	88.73
LIC PERMITS & FRANCHISE						
001-325-000-00 CITY BUSINESS LICENSE	17,000	42.50	18,487.00	0.00 (	1,487.00)	108.75
001-326-000-00 BUILDING PERMIT FEES	35,000	3,374.09	52,067.00	0.00 (	17,067.00)	148.76
001-326-000-10 PROPERTY REGIST -VACANT	0	0.00	2,000.00	0.00 (	2,000.00)	0.00
001-328-000-00 FRANCHISE FEES	69,000	0.00	54,930.62	0.00	14,069.38	79.61
001-330-000-00 IRP TRUCK FEE	40,000	0.00	50,732.83	0.00 (	10,732.83)	126.83
TOTAL LIC PERMITS & FRANCHISE	161,000	3,416.59	178,217.45	0.00 (	17,217.45)	110.69
OTHER FEES						
001-340-000-00 DONATION THEATRE UTLBILL	9,600	10.00	5,275.00	0.00	4,325.00	54.95
001-341-000-00 PSC MUNICIPAL SURCHARGE	0	0.00 (	238.93)	0.00	238.93	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 RENTS	30,000	0.00	30,000.00	0.00	0.00	100.00
TOTAL OTHER FEES	39,600	10.00	35,036.07	0.00	4,563.93	88.47
HEALTH AND SAFETY						
001-351-000-00 POLICE PROTECTION FEES	75,000	6,197.64	68,220.34	0.00	6,779.66	90.96
001-352-000-00 FIRE PROTECTION FEES	152,000	12,634.10	138,567.62	0.00	13,432.38	91.16
TOTAL HEALTH AND SAFETY	227,000	18,831.74	206,787.96	0.00	20,212.04	91.10
CHARGES FOR SERVICES						
001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	25,000.00	0.00	20,000.00	55.56
001-362-000-01 SYC UTILITY REVENUE	2,500	216.00	2,327.50	0.00	172.50	93.10
001-362-000-02 SYC CAMP BUCANNER FEES	18,200	110.00	5,580.00	0.00	12,620.00	30.66
001-362-000-03 SYC DRILL TEAM FEES	5,000	0.00	3,350.84	0.00	1,649.16	67.02
001-362-000-04 SYC BASKETBALL FEES	20,000	630.00	1,934.00	0.00	18,066.00	9.67

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

PAGE: 7

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-362-000-05 SYC ROOM RENTAL FEES	6,000	120.00	450.00	0.00	5,550.00	7.50
001-362-000-06 SYC ART/DRAMA FEES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-07 SYC AFTER SCHOOL FEES	30,000	13,117.36	126,993.62	0.00 (	96,993.62)	423.31
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	400.00	10,907.80	0.00 (	8,907.80)	545.39
001-362-000-10 SYC KARATE FEES	1,000	180.00	2,275.00	0.00 (	1,275.00)	227.50
001-362-000-11 RED RIBBON 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	260.00	0.00 (	260.00)	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	165.00	1,540.00	0.00	460.00	77.00
001-362-000-18 YOGA FITNESS CLASS REVENU	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 ACTV REVENUE 1TI	100	0.00	0.00	0.00	100.00	0.00
001-362-000-99 SYC BEQUEST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	132,300	14,938.36	180,633.76	0.00 (	48,333.76)	136.53
GRANTS						
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 LWCF GRANT/ NB PARK	0	0.00	0.00	0.00	0.00	0.00
001-365-000-35 FEMA GRANT #2 GENERATOR	857,389	812.59	16,594.52	0.00	840,794.48	1.94
001-365-000-36 FEMA GRANT #1 GENERATOR	1,070,661	0.00	5,119.52	0.00	1,065,541.48	0.48
001-366-000-00 POLICE DEPT. - GRANTS	23,000	1,351.95	12,352.59	0.00	10,647.41	53.71
001-366-000-01 SYCC FAMILIES LEAD CHNG G	0	0.00	0.00	0.00	0.00	0.00
001-366-000-02 RIVER WALK TRAIL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-04 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-05 HISTORIC LAND MARK GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-06 STREET DEPT. GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-366-000-07 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-366-000-08 SAFE ROUTES POLICE GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-09 VOLUNTEER COORDINATOR GRA	10,000	0.00	12,389.76	0.00 (	2,389.76)	123.90
001-366-000-10 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-366-000-11 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-366-000-12 GATEWAY WEST GRANT REV	165,774	0.00	131,149.73	0.00	34,624.27	79.11
001-366-000-13 LAND WATR CONS GRT(LWCF)F	0	0.00	0.00	0.00	0.00	0.00
001-366-000-14 CULTURE ARTS GRNT (THEATR	67,000	0.00	67,000.00	0.00	0.00	100.00
001-366-000-15 REAP-CLEAN UP GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-16 CULTURE ARTS GRNT(ADA THE	10,000	0.00	0.00	0.00	10,000.00	0.00
001-366-000-99 FIRE TRUCK GRANT/LOAN	0	0.00	0.00	0.00	0.00	0.00
001-368-000-01 CONTRIBUTION VOL. FIRE DE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-02 2010 BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-03 CONTRIBUTIONS BOE-PRO OFF	0	0.00	0.00	0.00	0.00	0.00
001-368-000-04 SANITARY REPAY LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	2,203,824	2,164.54	244,606.12	0.00	1,959,217.88	11.10

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
INTRAFUND CONTR/CHARGES						
001-369-000-00 CONTRIBUTION FUNDS-BRUSHY	8,000	0.00	3,963.83	0.00	4,036.17	49.55
001-369-000-01 CONTRIBUTION FRM MUN STAB	0	0.00	0.00	0.00	0.00	0.00
001-369-000-02 CONTRIB FROM SALESTAX FU	954,440	0.00	150,000.00	0.00	804,440.00	15.72
001-370-000-00 LATE CHARGES - GEN FUND	200	49.76	224.69	0.00	24.69	112.35
TOTAL INTRAFUND CONTR/CHARGES	962,640	49.76	154,188.52	0.00	808,451.48	16.02
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	11,200	784.21	7,517.24	0.00	3,682.76	67.12
001-377-000-00 RECRD CAPITAL TRNS FRM CS	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	358.65	858.19	0.00	458.19	214.55
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	25.00	11,505.36	0.00	7,505.36	287.63
001-382-000-00 REBATES-REFUNDS PCARD	3,500	1,371.91	5,007.82	0.00	1,507.82	143.08
001-394-000-00 POLICE FORFEITURE CONFISC	0	0.00	480.55	0.00	480.55	0.00
001-397-000-00 VIDEO LOTTERY	17,000	2,579.17	21,450.44	0.00	4,450.44	126.18
001-399-000-00 MISCELLANEOUS REVENUE	574,782	1,262.21	942,773.22	0.00	367,991.22	164.02
001-399-000-01 CAT 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	0.00	0.00	0.00	2,000.00	0.00
TOTAL OTHER REVENUE	612,882	6,381.15	989,592.82	0.00	376,710.82	161.47
TOTAL REVENUE	7,028,348	203,032.22	4,775,299.82	0.00	2,253,048.18	67.94

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ECONOMIC DEVELOPMENT						
CONTRIBUTIONS						
001-402-567-00 ECONOMIC DEVELOPMENT	30,000	0.00	30,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	30,000	0.00	30,000.00	0.00	0.00	100.00
TOTAL ECONOMIC DEVELOPMENT	30,000	0.00	30,000.00	0.00	0.00	100.00
MAYOR'S OFFICE						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	2,750.00	0.00	250.00	91.67
001-409-103-00 MAYOR'S ASSISTANT SALARY	38,000	1,423.48	18,527.94	0.00	19,472.06	48.76
001-409-104-00 MAYOR'S F.I.C.A.	3,200	127.14	1,618.17	0.00	1,581.83	50.57
001-409-105-00 MAYOR'S INSURANCE	33,100	1,137.30	18,662.22	0.00	14,437.78	56.38
001-409-106-00 MAYOR'S RETIREMENT	2,400	100.28	1,604.30	0.00	795.70	66.85
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	79,700	3,038.20	43,162.63	0.00	36,537.37	54.16
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	3,000	196.60	2,300.85	0.00	699.15	76.70
001-409-214-00 MAYOR'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-409-218-00 MAYOR'S POSTAGE	12,600	788.35	9,630.47	0.00	2,969.53	76.43
001-409-220-00 MAYOR'S LEGAL PUBLICATION	5,000	675.07	2,495.95	0.00	2,504.05	49.92
001-409-222-00 MAYOR'S DUES	1,500	2,000.00	3,115.02	0.00	1,615.02	207.67
001-409-223-00 PROFESSIONAL SERVICES	6,000	0.00	4,785.00	0.00	1,215.00	79.75
001-409-223-01 PROFESSIONAL (ARCHITECT)	0	0.00	0.00	0.00	0.00	0.00
001-409-226-00 MAYOR'S INSURANCE & BONDS	1,500	0.00	978.30	0.00	521.70	65.22
TOTAL CONTRACTUAL SERVICES	29,600	3,660.02	23,305.59	0.00	6,294.41	78.74
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	51,300	2,447.81	53,923.19	0.00	2,623.19	105.11
001-409-341-05 EVENT/FIREWORK EXPENSE	18,500	0.00	12,500.00	0.00	6,000.00	67.57
001-409-341-06 VOLUNTEER COORDINATOR EXP	10,000	0.00	8,025.00	0.00	1,975.00	80.25
TOTAL COMMODITIES	79,800	2,447.81	74,448.19	0.00	5,351.81	93.29
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 REPAY 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 BD (BRUSHY FOR)L	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



6-03-2021 12:20 PM	CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: MAY 31ST, 2021					
001-GENERAL FUND	% OF YEAR COMPLETED: 91.67					
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRIBUTIONS</u>						
001-409-568-00 CONTRIBUIONS	30,000	0.00	30,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	30,000	0.00	30,000.00	0.00	0.00	100.00
<u>NON-OPERATING EXPENSES</u>						
001-409-670-00 PROG BNK 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	219,100	9,146.03	170,916.41	0.00	48,183.59	78.01
COUNCIL =====						
<u>SALARIES &amp; BENEFITS</u>						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	1,000.00	11,000.00	0.00	1,000.00	91.67
001-410-103-00 CAT CONTROL SALARY	1,000	0.00	260.00	0.00	740.00	26.00
001-410-104-00 COUNCIL'S F.I.C.A.	1,000	76.50	861.65	0.00	138.35	86.17
001-410-106-00 COUNCIL'S RETIREMENT	340	20.00	244.14	0.00	95.86	71.81
TOTAL SALARIES & BENEFITS	14,340	1,096.50	12,365.79	0.00	1,974.21	86.23
<u>CONTRACTUAL SERVICES</u>						
001-410-211-00 CLOSE 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	9,100	1,733.86	8,996.41	0.00	103.59	98.86
TOTAL CONTRACTUAL SERVICES	9,100	1,733.86	8,996.41	0.00	103.59	98.86
<u>COMMODITIES</u>						
001-410-341-00 CLOSE 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
<u>CAPITAL OUTLAY</u>						
001-410-450-01 THEATRE BUILDING	10,000	6,639.56	6,639.56	0.00	3,360.44	66.40
001-410-450-02 THEATRE CAPITAL	74,865	0.00	75,525.72	0.00	660.72)	100.88
001-410-450-03 THEATRE ADA GRANT EXP	20,000	0.00	0.00	0.00	20,000.00	0.00
001-410-457-00 CAP PUBLIC SAFETY COMP RE	0	0.00	0.00	0.00	0.00	0.00
001-410-459-00 COUNCIL CAPITAL OUTLAY	2,750	0.00	0.00	0.00	2,750.00	0.00
001-410-459-01 PROPERTY PURCHASE 48EMAIN	0	0.00	0.00	0.00	0.00	0.00
001-410-459-02 PROPERTY PURCHASE MADISON	0	0.00	0.00	0.00	0.00	0.00
001-410-460-00 CAT CONTROL EXPENSE	500	0.00	210.00	0.00	290.00	42.00
TOTAL CAPITAL OUTLAY	108,115	6,639.56	82,375.28	0.00	25,739.72	76.19
<u>CONTRIBUTIONS</u>						
001-410-568-00 CONTRIBUTIONS(facade)	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

6-03-2021 12:20 PM	CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: MAY 31ST, 2021					
001-GENERAL FUND	% OF YEAR COMPLETED: 91.67					
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>COURT</u> =====						
<u>SALARIES &amp; BENEFITS</u>						
001-416-103-00 POLICE JUDGE SALARY	7,500	625.00	6,875.00	0.00	625.00	91.67
001-416-104-00 POLICE JUDGE FICA	575	47.81	525.91	0.00	49.09	91.46
001-416-105-00 POLICE JUDGE INSURANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	8,075	672.81	7,400.91	0.00	674.09	91.65
<u>CONTRACTUAL SERVICES</u>						
001-416-221-00 POLICE JUDGE TRAINING	150	0.00	150.00	0.00	0.00	100.00
001-416-226-00 POLICE JUDGE INS BONDS	300	0.00	104.52	0.00	195.48	34.84
TOTAL CONTRACTUAL SERVICES	450	0.00	254.52	0.00	195.48	56.56
TOTAL COURT	8,525	672.81	7,655.43	0.00	869.57	89.80
<u>CITY ATTORNEY</u> =====						
<u>SALARIES &amp; BENEFITS</u>						
001-417-101-00 CITY ATTORNEY	13,100	1,000.00	11,999.85	0.00	1,100.15	91.60
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	76.50	918.00	0.00	87.00	91.34
001-417-105-00 CITY ATTORNEY INSURANCE	4,200	3.25	1,322.59	0.00	2,877.41	31.49
001-417-106-00 CITY ATTORNEY RETIREMENT	1,310	100.00	1,200.00	0.00	110.00	91.60
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	19,615	1,179.75	15,440.44	0.00	4,174.56	78.72
<u>CONTRACTUAL SERVICES</u>						
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	0.00	220.41	0.00	104.59	67.82
TOTAL CONTRACTUAL SERVICES	825	0.00	220.41	0.00	604.59	26.72
TOTAL CITY ATTORNEY	20,440	1,179.75	15,660.85	0.00	4,779.15	76.62
<u>CITY ENGINEER</u> =====						
<u>SALARIES &amp; BENEFITS</u>						
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

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
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	6,000.00	0.00	0.00	100.00
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	6,000.00	0.00	500.00	92.31
TOTAL CITY ENGINEER	6,500	0.00	6,000.00	0.00	500.00	92.31
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	2,812.30	33,747.60	0.00	2,822.40	92.28
001-437-104-00 ZONING F.I.C.A.	2,798	215.14	2,581.68	0.00	216.32	92.27
001-437-105-00 ZONING HEALTH INS	14,682	322.65	4,835.61	0.00	9,846.39	32.94
001-437-106-00 ZONING RETIREMENT	3,657	281.24	3,374.88	0.00	282.12	92.29
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	57,707	3,631.33	44,539.77	0.00	13,167.23	77.18
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,450	242.48	1,252.12	0.00	197.88	86.35
001-437-221-00 ZONING TRAINING	1,000	20.00	20.00	0.00	980.00	2.00
001-437-226-00 ZONING INSURANCE & BONDS	1,750	0.00	840.44	0.00	909.56	48.03
TOTAL CONTRACTUAL SERVICES	4,200	262.48	2,112.56	0.00	2,087.44	50.30

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
001-437-341-00 ZONING SUPPLIES	1,500	0.00	347.18	0.00	1,152.82	23.15
TOTAL COMMODITIES	1,500	0.00	347.18	0.00	1,152.82	23.15
TOTAL ZONING	63,407	3,893.81	46,999.51	0.00	16,407.49	74.12
ELECTION						
=====						
SALARIES & BENEFITS						
001-438-103-00 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						
001-438-230-00 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	23,000	642.23	18,664.27	0.00	4,335.73	81.15
TOTAL CONTRACTUAL SERVICES	23,000	642.23	18,664.27	0.00	4,335.73	81.15
CAPITAL OUTLAY						
001-439-459-00 DATA PROCESSING CAPITAL O	12,000	385.84	5,180.08	0.00	6,819.92	43.17
TOTAL CAPITAL OUTLAY	12,000	385.84	5,180.08	0.00	6,819.92	43.17
NON-OPERATING EXPENSES						
001-439-670-00 RDT 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	35,000	1,028.07	23,844.35	0.00	11,155.65	68.13
CITY HALL						
=====						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	35,500	2,621.50	29,922.55	0.00	5,577.45	84.29
001-440-104-00 CITY HALL FICA	2,716	198.30	2,264.29	0.00	451.71	83.37
001-440-105-00 CITY HALL JANITOR INSURAN	2,400	315.65	2,517.15	0.00	117.15	104.88
001-440-106-00 GROUP RETIREMENT	3,550	262.15	2,992.26	0.00	557.74	84.29
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	44,166	3,397.60	37,696.25	0.00	6,469.75	85.35

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-440-213-00 CITY HALL UTILITIES	21,000	1,296.18	11,888.11	0.00	9,111.89	56.61
001-440-216-00 CITY HALL MAINTENANCE & R	21,620	198.58	20,341.09	0.00	1,278.91	94.08
001-440-226-00 CITY HALL INSURANCE & BON	1,500	0.00	778.83	0.00	721.17	51.92
TOTAL CONTRACTUAL SERVICES	44,120	1,494.76	33,008.03	0.00	11,111.97	74.81
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,000	53.01	477.12	0.00	522.88	47.71
TOTAL COMMODITIES	1,000	53.01	477.12	0.00	522.88	47.71
CAPITAL OUTLAY						
001-440-459-00 CITY HALL CAPITAL	5,800	0.00	2,721.00	0.00	3,079.00	46.91
TOTAL CAPITAL OUTLAY	5,800	0.00	2,721.00	0.00	3,079.00	46.91
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	95,086	4,945.37	73,902.40	0.00	21,183.60	77.72
MUN FINANCE CONTRIB						
=====						
SALARIES & BENEFITS						
001-444-000-00 TRANSF TO MUN 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	300,000	0.00	300,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	300,000	0.00	300,000.00	0.00	0.00	100.00
TOTAL MUN FINANCE CONTRIB	300,000	0.00	300,000.00	0.00	0.00	100.00
BAD DEBT						
=====						
NON-OPERATING EXPENSES						
001-550-676-00 BAD 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 BAD DEBT	0	0.00	0.00	0.00	0.00	0.00

ELECTRICIAN - CONTRACTED  
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6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-565-230-00 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
CONTINGENCY						
=====						
CONTRIBUTIONS						
001-699-568-00 CONTINGENCY COUNCIL DETER	7,128	0.00	1,000.00	0.00	6,128.00	14.03
TOTAL CONTRIBUTIONS	7,128	0.00	1,000.00	0.00	6,128.00	14.03
TOTAL CONTINGENCY	7,128	0.00	1,000.00	0.00	6,128.00	14.03
POLICE						
=====						
SALARIES & BENEFITS						
001-700-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-700-103-00 POLICE DEPT. SALARIES	725,959	50,936.55	576,754.86	0.00	149,204.14	79.45
001-700-103-25 POLICE DEPT PRO	0	0.00	0.00	0.00	0.00	0.00
001-700-104-00 POLICE DEPT. FICA TAX	55,540	3,838.95	43,407.33	0.00	12,132.67	78.16
001-700-105-00 POLICE DEPT. GROUP INSURA	184,000	5,855.75	92,764.73	0.00	91,235.27	50.42
001-700-106-00 POLICE DEPT. RETIREMENT	72,000	4,863.98	55,134.85	0.00	16,865.15	76.58
001-700-106-25 POLICE RET PRO	0	0.00	0.00	0.00	0.00	0.00
001-700-108-00 RECOVERY GRANT OVERTIME E	0	0.00	0.00	0.00	0.00	0.00
001-700-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	1,037,499	65,495.23	768,061.77	0.00	269,437.23	74.03
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	11,200	1,007.38	10,154.22	0.00	1,045.78	90.66
001-700-213-00 POLICE DEPT UTILITIES	0	0.00	0.00	0.00	0.00	0.00
001-700-214-00 POLICE DEPT. TRAVEL EXPEN	3,000	0.00	104.37	0.00	2,895.63	3.48
001-700-221-00 POLICE DEPT. TRAINING	15,500	1,947.94	4,236.03	0.00	11,263.97	27.33
001-700-221-01 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-700-225-00 POLICE DEPT. UNIFORM MAIN	500	0.00	0.00	0.00	500.00	0.00
001-700-226-00 POLICE DEPT. INSURANCE &	40,000	9,358.93	35,141.77	0.00	4,858.23	87.85
001-700-233-00 POLICE DEPT. CRIMINAL INV	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONTRACTUAL SERVICES	72,200	12,314.25	49,636.39	0.00	22,563.61	68.75
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	28,000	1,049.37	20,447.41	627.61	6,924.98	75.27
001-700-341-01 POLICE HMLAND GRANT RADIO	0	0.00	0.00	0.00	0.00	0.00
001-700-341-02 POLICE GRANT-(AUDIO SURVE	0	0.00	0.00	0.00	0.00	0.00
001-700-341-03 POLICE GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-700-341-04 CVR-LET-RJ FEES EXPENSED	10,000	778.00	6,892.00	0.00	3,108.00	68.92



6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-700-341-05 POLICE VIPS EXPENSES	0	0.00	0.00	0.00	0.00	0.00
001-700-341-06 POLICE FORFEITURE EXPENSE	0	0.00	38.19	0.00	38.19	0.00
001-700-343-00 POLICE DEPT. AUTO SUPPLIE	32,000	2,926.83	27,748.87	0.00	4,251.13	86.72
001-700-344-00 POLICE DEPT. FEEDING PRIS	0	0.00	0.00	0.00	0.00	0.00
001-700-345-00 POLICE DEPT. UNIFORMS	10,000	275.78	2,479.60	1,400.00	6,120.40	38.80
001-700-353-00 RECOVERY GRANT SOFT/HARDW	0	0.00	0.00	0.00	0.00	0.00
001-700-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	80,000	5,029.98	57,606.07	2,027.61	20,366.32	74.54
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	141,445	7,307.09	111,376.13	6,317.82	23,751.05	83.21
TOTAL CAPITAL OUTLAY	141,445	7,307.09	111,376.13	6,317.82	23,751.05	83.21
CONTRIBUTIONS						
001-700-570-00 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
NON-OPERATING EXPENSES						
001-700-670-00 FORD NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-700-670-01 LEASE PYMNT CRUISER RDT	0	0.00	0.00	0.00	0.00	0.00
001-700-670-02 RDT LEASE CRUISER EXP	0	0.00	0.00	0.00	0.00	0.00
001-700-672-00 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 POLICE	1,331,144	90,146.55	986,680.36	8,345.43	336,118.21	74.75
FIRE						
=====						
SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	412,000	30,424.98	369,928.64	0.00	42,071.36	89.79
001-706-104-00 FIRE DEPT. FICA TAX	31,200	2,386.08	28,382.71	0.00	2,817.29	90.97
001-706-105-00 FIRE DEPT. GROUP INSURANC	119,000	3,539.80	52,231.64	0.00	66,768.36	43.89
001-706-106-00 FIRE DEPT. GROUP RETIREME	40,700	2,801.02	34,194.75	0.00	6,505.25	84.02
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	602,900	39,151.88	484,737.74	0.00	118,162.26	80.40
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	2,000	138.92	1,516.48	0.00	483.52	75.82
001-706-213-00 FIRE DEPT. UTILITIES	0	0.00	0.00	0.00	0.00	0.00
001-706-214-00 FIRE DEPT. TRAVEL EXPENSE	2,000	0.00	0.00	0.00	2,000.00	0.00
001-706-216-00 FIRE DEPT. MAINTENANCE	5,500	640.00	5,155.88	310.00	654.12	88.11
001-706-221-00 FIRE DEPT. TRAINING	10,000	450.00	8,233.44	1,600.00	3,366.56	66.33
001-706-226-00 FIRE DEPT. INSURANCE & BO	38,000	2,319.62	38,439.54	0.00	439.54	101.16
TOTAL CONTRACTUAL SERVICES	57,500	3,548.54	53,345.34	1,910.00	6,064.66	89.45
COMMODITIES						
001-706-341-00 FIRE DEPT. MATERIAL & SUP	13,100	784.38	8,547.99	0.00	4,552.01	65.25
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	25,000	4,731.94	22,162.12	1,075.00	3,912.88	84.35

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

01-GENERAL FUND

% OF YEAR COMPLETED: 91.67

EPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
01-706-345-00 FIRE DEPT. UNIFORMS	3,500	885.03	2,637.80	0.00	862.20	75.37
01-706-348-00 FIRE DEPT HAZARDOUS MAT R	500	0.00	0.00	0.00	500.00	0.00
TOTAL COMMODITIES	42,100	6,401.35	33,347.91	1,075.00	9,827.09	76.66
APITAL OUTLAY						
01-706-459-00 FIRE DEPT. CAPITAL OUTLAY	98,300	30,158.05	86,380.14	462.00	12,381.86	87.40
01-706-461-00 NEW FIRE STATION PAYMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	98,300	30,158.05	86,380.14	462.00	12,381.86	87.40
ONTRIBUTIONS						
01-706-570-00 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
ON-OPERATING EXPENSES						
01-706-670-00 FIRE TRK NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
01-706-672-00 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	800,800	79,259.82	657,811.13	3,447.00	146,435.87	81.71
OG WARDEN - CONTRACTED						
=====						
ONTRACTUAL SERVICES						
01-707-230-00 DOG WARDEN CONTRACTED SER	1,100	0.00	1,100.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	1,100	0.00	1,100.00	0.00	0.00	100.00
TOTAL DOG WARDEN - CONTRACTED	1,100	0.00	1,100.00	0.00	0.00	100.00
LOOD CONTROL						
=====						
ONTRACTUAL SERVICES						
01-714-230-00 FLOOD CONTROL-RIVER CLEAN	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
IRE - CONTRACTED						
=====						
ONTRACTUAL SERVICES						
01-715-230-00 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

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
STREET =====						
SALARIES & BENEFITS						
001-750-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	456,500	33,488.59	357,541.05	0.00	98,958.95	78.32
001-750-104-00 STREET DEPT. FICA TAX	34,925	2,550.90	27,247.24	0.00	7,677.76	78.02
001-750-105-00 STREET DEPT. GROUP INSURA	154,526	4,585.90	131,493.92	0.00	23,032.08	85.10
001-750-106-00 STREET DEPT. GROUP RETIRE	42,724	3,348.87	33,888.86	0.00	8,835.14	79.32
001-750-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	688,675	43,974.26	550,171.07	0.00	138,503.93	79.89
CONTRACTUAL SERVICES						
001-750-211-00 STREET DEPT. TELEPHONES	7,100	566.49	6,253.74	0.00	846.26	88.08
001-750-213-00 STREET DEPT. UTILITIES	22,800	3,019.99	23,677.16	0.00	877.16)	103.85
001-750-215-00 CONTRIBUTION TO FLOWER CP	60,000	0.00	60,000.00	0.00	0.00	100.00
001-750-226-00 STREET DEPT. INSURANCE &	47,000	7,302.47	40,810.22	0.00	6,189.78	86.83
TOTAL CONTRACTUAL SERVICES	136,900	10,888.95	130,741.12	0.00	6,158.88	95.50
COMMODITIES						
001-750-341-00 STREET DEPT. MAT & SUPPLI	94,948	6,400.75	64,423.27	762.50	29,762.23	68.65
001-750-343-00 STREET DEPT. AUTO SUPPLIE	40,000	3,129.68	35,165.11	0.00	4,834.89	87.91
001-750-345-00 STREET DEPT. UNIFORMS	6,500	550.48	5,524.46	0.00	975.54	84.99
001-750-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	141,448	10,080.91	105,112.84	762.50	35,572.66	74.85
CAPITAL OUTLAY						
001-750-458-00 WALK TRAIL	0	0.00	0.00	0.00	0.00	0.00
001-750-458-01 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 DOG PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-04 TRANSPORTATION ENHANCE GR	0	0.00	0.00	0.00	0.00	0.00
001-750-458-05 STREET DEPT PROJECTS	234,775	2,172.05	131,840.37	40,315.39	62,619.24	73.33
001-750-458-06 PROJECT?	0	0.00	0.00	0.00	0.00	0.00
001-750-458-07 LWCF/ NORTH BUCK. PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-08 GATEWAY WEST GRANT EXPENS	144,913	7,514.75	160,863.83	1,706.65)	14,244.18)	109.83
001-750-459-00 STREET DEPT. CAPITAL OUTL	156,500	7,344.09	77,191.02	0.00	79,308.98	49.32
001-750-459-22 PROPERTY PAYMENT MUDLICK	58,650	9,774.80	48,874.00	0.00	9,776.00	83.33
001-750-459-99 STREET PV JE-RDT	0	0.00	0.00	0.00	0.00	0.00
001-750-461-00 STREET PAVING	135,000	0.00	2,530.11	0.00	132,469.89	1.87
TOTAL CAPITAL OUTLAY	729,838	26,805.69	421,299.33	38,608.74	269,929.93	63.02
CONTRIBUTIONS						
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
NON-OPERATING EXPENSES						
001-750-670-00 NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-750-670-03 RDT LEASE RAM TRK	0	0.00	0.00	0.00	0.00	0.00

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MAY 31ST, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-750-670-04 RDT RECORD LEASE PMNT RAM	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	1,696,861	91,749.81	1,207,324.36	39,371.24	450,165.40	73.47
STREET LIGHTS =====						
CONTRACTUAL SERVICES						
001-751-213-00 STREET LIGHTS	70,000	5,350.39	60,154.80	0.00	9,845.20	85.94
TOTAL CONTRACTUAL SERVICES	70,000	5,350.39	60,154.80	0.00	9,845.20	85.94
TOTAL STREET LIGHTS	70,000	5,350.39	60,154.80	0.00	9,845.20	85.94
TRAFFIC SIGNALS & SIGNS =====						
CONTRACTUAL SERVICES						
001-752-213-00 TRAFFIC SIGNALS POWER	3,500	227.04	2,707.75	0.00	792.25	77.36
001-752-230-00 SIGNS & SIGNALS	16,000	0.00	2,756.18	0.00	13,243.82	17.23
TOTAL CONTRACTUAL SERVICES	19,500	227.04	5,463.93	0.00	14,036.07	28.02
TOTAL TRAFFIC SIGNALS & SIGNS	19,500	227.04	5,463.93	0.00	14,036.07	28.02
SNOW REMOVAL =====						
COMMODITIES						
001-753-341-00 SNOW REMOVAL	10,000	0.00	3,741.88	0.00	6,258.12	37.42
TOTAL COMMODITIES	10,000	0.00	3,741.88	0.00	6,258.12	37.42
TOTAL SNOW REMOVAL	10,000	0.00	3,741.88	0.00	6,258.12	37.42
AIRPORT =====						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	35,000	20,000.00	35,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	35,000	20,000.00	35,000.00	0.00	0.00	100.00
TOTAL AIRPORT	35,000	20,000.00	35,000.00	0.00	0.00	100.00

6-03-2021 12:20 PM

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EPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>ONTRIBUTIONS</u>						
01-759-568-00 PUBLIC TRANSIT	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL PUBLIC TRANSIT	10,000	0.00	10,000.00	0.00	0.00	100.00
<u>EALTH DEPT</u> =====						
<u>ONTRIBUTIONS</u>						
01-803-568-00 BUCKHANNON-UPSHUR HEALTH	5,000	0.00	5,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	5,000	0.00	5,000.00	0.00	0.00	100.00
TOTAL HEALTH DEPT	5,000	0.00	5,000.00	0.00	0.00	100.00
<u>FORM WATER</u> =====						
<u>OMMODITIES</u>						
01-805-348-00 STORM WATER TO SANITARY	150,000	0.00	150,000.00	0.00	0.00	100.00
TOTAL COMMODITIES	150,000	0.00	150,000.00	0.00	0.00	100.00
TOTAL STORM WATER	150,000	0.00	150,000.00	0.00	0.00	100.00
<u>ARK 25% TO CPWB</u> =====						
<u>ALARIES &amp; BENEFITS</u>						
01-900-000-00 AUDITOR OPEB	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
<u>OMMODITIES</u>						
01-900-341-00 PARK-30% HOT/MOT PD TO CP	40,680	2,104.69	24,160.29	0.00	16,519.71	59.39
TOTAL COMMODITIES	40,680	2,104.69	24,160.29	0.00	16,519.71	59.39
<u>ONTRIBUTIONS</u>						
01-900-570-00 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	2,104.69	24,160.29	0.00	16,519.71	59.39
<u>VB 75% TO CVB</u>						

6-03-2021 12:20 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
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EPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>ONTRACTUAL SERVICES</u>						
01-901-235-00 HOTEL/MOTEL 70% PAID TO C	94,920	4,910.94	56,373.84	0.00	38,546.16	59.39
TOTAL CONTRACTUAL SERVICES	94,920	4,910.94	56,373.84	0.00	38,546.16	59.39
TOTAL CVB 75% TO CVB	94,920	4,910.94	56,373.84	0.00	38,546.16	59.39
<u>RTS &amp; HUMANITIES</u> =====						
<u>ONTRACTUAL SERVICES</u>						
01-906-216-00 THEATRE MAINTENANCE/UTILI	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
<u>APITAL OUTLAY</u>						
01-906-450-01 THEATRE BUILDING	50,000	13,698.88	44,119.77	0.00	5,880.23	88.24
01-906-459-00 THEATRE CAPITAL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	50,000	13,698.88	44,119.77	0.00	5,880.23	88.24
TOTAL ARTS & HUMANITIES	50,000	13,698.88	44,119.77	0.00	5,880.23	88.24
<u>OCKERT YOUTH CENTER</u> =====						
<u>ALARIES &amp; BENEFITS</u>						
01-907-101-00 STOCKERT YOUTH CENTER SAL	158,340	9,806.59	120,075.32	0.00	38,264.68	75.83
01-907-103-00 CAMP BUCANNEER SALARIES	24,000	545.00	12,118.14	0.00	11,881.86	50.49
01-907-103-01 SYC BUS DRIVERS	1,000	127.50	127.50	0.00	872.50	12.75
01-907-104-00 FICA TAX	14,070	801.67	10,120.58	0.00	3,949.42	71.93
01-907-105-00 GROUP INSURANCE	40,000	1,123.10	16,117.86	0.00	23,882.14	40.29
01-907-106-00 GROUP RETIREMENT	9,984	530.12	6,525.97	0.00	3,458.03	65.36
01-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	247,394	12,933.98	165,085.37	0.00	82,308.63	66.73
<u>ONTRACTUAL SERVICES</u>						
01-907-211-00 TELEPHONES	3,600	263.61	2,996.36	0.00	603.64	83.23
01-907-213-00 UTILITIES	17,000	1,239.96	14,843.53	0.00	2,156.47	87.31
01-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
01-907-216-00 MAINTENANCE	7,000	1,158.00	4,470.52	0.00	2,529.48	63.86
01-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.00
01-907-221-00 TRAINING	275	200.00	200.00	0.00	75.00	72.73
01-907-226-00 INSURANCE & BONDS	13,000	1,515.13	7,762.25	0.00	5,237.75	59.71
01-907-230-00 SYC CONTRACTURAL BUS SER	0	0.00	0.00	0.00	0.00	0.00
01-907-230-01 WORK STUDY/AMERICORP	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL CONTRACTUAL SERVICES	44,625	4,376.70	30,272.66	0.00	14,352.34	67.84



6-03-2021 12:20 PM

CITY OF BUCKHANNON  
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01-GENERAL FUND

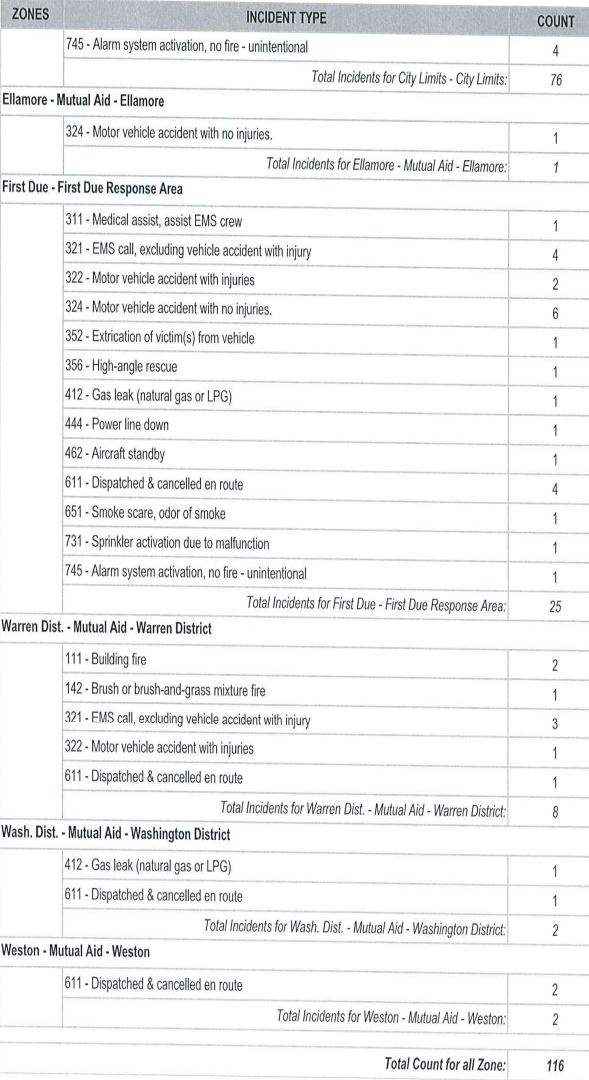
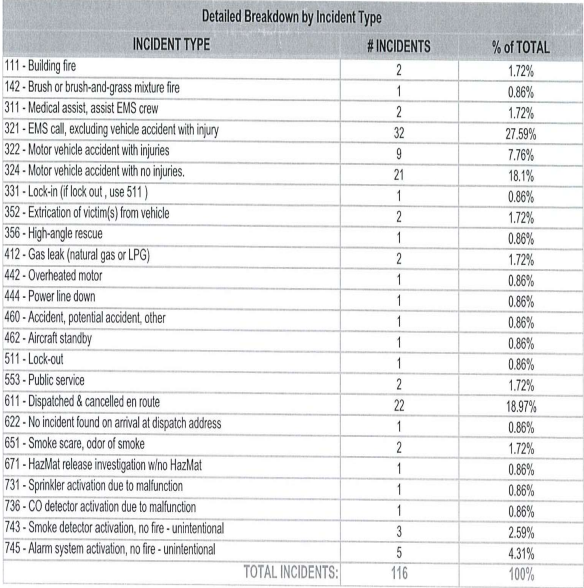
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EPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OMMODITIES						
01-907-341-00 MATERIALS & SUPPLIES EXPE	6,000	328.92	5,840.18	0.00	159.82	97.34
01-907-341-01 OPERATING EXPENSES	2,500	170.21	1,785.37	0.00	714.63	71.41
01-907-343-00 SYC AUTO SUPPLIES	2,500	215.40	1,024.82	0.00	1,475.18	40.99
01-907-354-00 DRILL TEAM	5,000	0.00	1,553.15	0.00	3,446.85	31.06
01-907-355-00 DANCE TEAM	0	0.00	0.00	0.00	0.00	0.00
01-907-356-00 YOUTH BASKETBALL	18,000	688.82	828.82	0.00	17,171.18	4.60
01-907-357-00 TUTORING	250	0.00	0.00	0.00	250.00	0.00
01-907-358-00 MISC. DANCE/PARTIES	500	0.00	0.00	0.00	500.00	0.00
01-907-359-00 ART/DRAMA PROGRAM	1,000	0.00	0.00	0.00	1,000.00	0.00
01-907-360-00 CAMP BUCANNEER SUPPLIES	4,500	0.00	885.49	0.00	3,614.51	19.68
01-907-361-00 AFTER SCHOOL SUPPLIES	5,000	265.50	4,179.63	0.00	820.37	83.59
01-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
01-907-363-00 KARATE CLASS INSTRUCTION	1,500	504.00	1,936.00	0.00 (	436.00)	129.07
01-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
01-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.00
01-907-366-00 FUND RAISER	5,000	0.00	0.00	0.00	5,000.00	0.00
01-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
01-907-368-00 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
01-907-368-01 ZUMBA	1,500	264.00	1,420.00	0.00	80.00	94.67
01-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.00
01-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
01-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	37.58	37.58	0.00	1,962.42	1.88
01-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	55,250	2,474.43	19,491.04	0.00	35,758.96	35.28
PITAL OUTLAY						
01-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
01-907-458-01 SYC CHILDRENS FESTIVAL	1,250	0.00	0.00	0.00	1,250.00	0.00
01-907-458-02 SYCC BUILDING	38,400	0.00	0.00	0.00	38,400.00	0.00
01-907-459-00 CAPITAL OUTLAY	20,000	144,026.00	159,699.48	0.00 (	139,699.48)	798.50
01-907-477-00 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	59,650	144,026.00	159,699.48	0.00 (	100,049.48)	267.73
NTRIBUTIONS						
01-907-570-00 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
OTAL STOCKERT YOUTH CENTER	406,919	163,811.11	374,548.55	0.00	32,370.45	92.04
NVENTION CENTER						
=====						
PITAL OUTLAY						
01-910-457-00 CONFERENCE CENTER PAYMENT	40,250	3,351.00	36,861.00	0.00	3,389.00	91.58
TOTAL CAPITAL OUTLAY	40,250	3,351.00	36,861.00	0.00	3,389.00	91.58
OTAL CONVENTION CENTER	40,250	3,351.00	36,861.00	0.00	3,389.00	91.58
6-03-2021 12:20 PM						
CITY OF BUCKHANNON						
REVENUE & EXPENSE REPORT (UNAUDITED)						
AS OF: MAY 31ST, 2021						
01-GENERAL FUND						
% OF YEAR COMPLETED: 91.67						
EPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ISTORIC LANDMARKS						
=====						
ONTRACTUAL SERVICES						
01-911-223-00 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
UBLIC SAFETY						
=====						
ONTRACTUAL SERVICES						
01-976-213-00 SAFETY COMPLEX UTILITIES	24,000	231.90	15,436.46	0.00	8,563.54	64.32
01-976-216-00 SAFETY COMPLEX MAINT	7,000	448.32	3,748.63	0.00	3,251.37	53.55
01-976-226-00 SAFETY COMPLEX INSURANCE	9,000	0.00	3,995.38	0.00	5,004.62	44.39
TOTAL CONTRACTUAL SERVICES	40,000	680.22	23,180.47	0.00	16,819.53	57.95
APITAL OUTLAY						
01-976-459-35 FEMA GRANT#2 GENERATOR EX	1,070,661	0.00	972.40	0.00	1,069,688.60	0.09
01-976-459-36 FEMA GRANT#1 GENERATOR EX	857,389	0.00	629.68	277.31	856,482.01	0.11
01-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,928,050	0.00	1,602.08	277.31	1,926,170.61	0.10
TOTAL PUBLIC SAFETY	1,968,050	680.22	24,782.55	277.31	1,942,990.14	1.27
OTAL EXPENDITURES	7,723,296	508,716.38	4,490,545.41	44,546.98	3,188,203.61	58.72
EVENUE OVER/(UNDER) EXPENDITURES	( 694,948) (	305,684.16)	284,754.41 (	44,546.98) (	935,155.43)	34.56-

**D.3 Fire Chief- JB Kimble** - Chief Kimble provided the following report to Council with topics including:

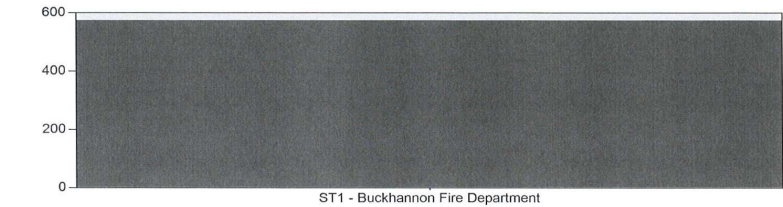
- April Activity
- YTD through April
- Accreditation Meeting
- Working on updating fire district to be able to use GIS mapping to define zones within our district

- The Chief also discussed recruiting efforts and training that the department offers that involves multiple departments. A Q & A took place with Council concerning call classification and the training exercises.





Incident Count per Personnel per Station For Date Range  
Start Date: 04/01/2021 | End Date: 04/30/2021



STATION: ST1 - Buckhannon Fire Department	COUNT
Baxa, Joey	39
Baxa, Linn	36
Boggs, Justin	49
Brugnoli, John	59
Chidester, Brian	9
Davis, Glen	9
Dean, Travis	23
Ellis, Alex	3
Elmore, Brian	57
Kimble, J.B.	49
Landis, Devin	17
Long, Derek	31
Michael, Steve	17
Petitto, Maggie	18
Potter, Brian	9
Potter, Maria	12
Reinking, Lyndon	1
Smith, Ethan	44
Smith, Tanner	49
Wamsley, Dion	6
Wilfong, Hunter	38
TOTAL:	575

**D.4 City Attorney - Tom O’Neill** – Mr. O’Neill reported on a conversation he had with Council for Community Bank regarding a possible encroachment concerning the alley behind Community Bank. Tom will continue to monitor the situation and keep Council informed.

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

**E.1 Notice of Public Hearing of the City Council RE: Ordinance No. 451 New Water Rates & Charges-June 3, 2021 at 7pm- TABLED UNTIL JUNE 17, 2021.**

May 7, 2021

The Record Delta  
Attention: Legal Advertisement Department  
P.O. Box 550  
Buckhannon, WV 26201

RE: Class II Legal Advertisement - City of Buckhannon

Dear Ladies and Gentlemen:

Please find attached herewith a “NOTICE OF PUBLIC HEARING OF THE COUNCIL OF THE CITY OF BUCKHANNON AND OF PROPOSED ADOPTION OF ORDINANCE BY THE COUNCIL OF THE CITY OF BUCKHANNON,” which I request your newspaper publish twice as a legal advertisement in your editions of **Tuesday, May 11, 2021 and Tuesday, May 18, 2021.**

Following the second publication of the attached legal advertisement on Tuesday, May 18, 2021, please forward your Publisher’s Certificate and Affidavit along with your Publisher’s statement to City Recorder, Randall Sanders at City Hall.

In the event you have any questions or comments whatsoever concerning the publication of this legal advertisement, please contact Amberle Jenkins at City Hall at 472-1651, immediately.

Thank you for your assistance in this matter. This letter and attached legal advertisement are being transmitted to you by e-mail attachment, and further will be mailed by US Postal Service.

Thank you,  
Thomas J. O’Neill, City Attorney

Attachment - Legal advertisement - notice of public meeting re: Ordinance #451

cc: Members of City Council

NOTICE OF PUBLIC HEARING OF THE COUNCIL OF THE CITY  
OF BUCKHANNON AND OF PROPOSED ADOPTION OF ORDINANCE  
BY THE COUNCIL OF THE CITY OF BUCKHANNON

TO: All customers of the City of Buckhannon Water Board

Pursuant to Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, notice is hereby given to all customers of the City of Buckhannon Water Board that the Council of the City of Buckhannon proposes the third (3<sup>rd</sup>) reading and adoption of Ordinance No. 451 of the City of Buckhannon, the subject matter and general title of which more particularly appears in said Ordinance as "ORDINANCE NO. 451 OF THE CITY OF BUCKHANNON, AN ORDINANCE: (1) AMENDING ORDINANCES NOS. 207, 228, 342, 369 AND 392 OF THE CITY OF BUCKHANNON, AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON".

A public hearing on Ordinance No. 451 will be held by the Council of the City of Buckhannon on Thursday, June 3, 2021 at 7:00 p.m. o'clock at Buckhannon City Hall, 70 East Main Street, Buckhannon, Upshur County, West Virginia. The City Council proposes the third (3<sup>rd</sup>) reading, passage and adoption of Ordinance No. 451 during the regularly scheduled City Council meeting to be held on Thursday, June 3, 2021 immediately following the adjournment of the aforesaid public hearing, also to be held at Buckhannon City Hall. A reasonable number of copies of the proposed Ordinance No. 451 are on file at City Hall. Any member of the public may inspect Ordinance No. 451 during the regular business hours of City Hall.

All interested persons may appear at the public hearing on June 3, 2021 and be heard with respect to the proposed adoption of Ordinance No. 451. The proposed effective date of Ordinance No. 451 is July 18, 2021, with the proposed new rates to take effect August 1, 2021.

Thomas J. O'Neill, City Attorney

### **Tabled until June 17, 2021**

NOTICE OF PUBLIC HEARING OF THE COUNCIL OF THE CITY  
OF BUCKHANNON AND OF PROPOSED ADOPTION OF ORDINANCE  
BY THE COUNCIL OF THE CITY OF BUCKHANNON

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TO: All customers of the City of Buckhannon Water Board

Pursuant to Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, notice is hereby given to all customers of the City of Buckhannon Water Board that the Council of the City of Buckhannon proposes the third (3<sup>rd</sup>) reading and adoption of Ordinance No. 451 of the City of Buckhannon, the subject matter and general title of which more particularly appears in said Ordinance as "ORDINANCE NO. 451 OF THE CITY OF BUCKHANNON, AN ORDINANCE: (1) AMENDING ORDINANCES NOS. 207, 228, 342, 369 AND 392 OF THE CITY OF BUCKHANNON, AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON".

A public hearing on Ordinance No. 451 will be held by the Council of the City of Buckhannon on Thursday, June 17, 2021 at 7:00 p.m. o'clock at Buckhannon City Hall, 70 East Main Street, Buckhannon, Upshur County, West Virginia. The City Council proposes the third (3<sup>rd</sup>) reading, passage and adoption of Ordinance No. 451 during the regularly scheduled City Council meeting to be held on **Thursday, June 17, 2021** immediately following the adjournment of the aforesaid public hearing, also to be held at Buckhannon City Hall. A reasonable number of copies of the proposed Ordinance No. 451 are on file at City Hall. Any member of the public may inspect Ordinance No. 451 during the regular business hours of City Hall.

All interested persons may appear at the public hearing on June 17, 2021 and be heard with respect to the proposed adoption of Ordinance No. 451. The proposed effective date of Ordinance No. 451 is August 1, 2021.

Thomas J. O'Neill, City Attorney

Legal Advertisement- RD Publish Date June 8, 2021

**E.2 Letter of Intent to WVDOH RE: Transportation Alternatives Recreational Trails Grant Application- Binky Poundstone Riverwalk Trail System**

May 18, 2021

Mark Scoular  
West Virginia Division of Highways  
Planning Division  
Bldg. 5, Rm. 740  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305

Dear Mr. Scoular:

As the mayor of Buckhannon, I am pleased to submit this letter regarding our Transportation Alternatives Recreational Trails grant application on behalf of the entire City Council. The proposed project will improve the infrastructure and recreational opportunities in the community. I respectfully request your consideration of this application for funding.

The Elizabeth J. "Binky" Poundstone Riverwalk Trail System, initially constructed in 1999, has been a multi-phase project to connect downtown Buckhannon to the Buckhannon-Upshur High School in Tennerton, which is approximately 2.9 miles south of the City of Buckhannon.

We are excited that with funding of this final phase, we will be able to connect our current Riverwalk Trail to the Tennerton community. The existing Riverwalk Trail is widely used by community members and accommodates walkers, joggers, and bicyclists on a nearly flat, ADA-compliant trail.

It is worth noting that this project fills a crucial need for equitable access to grocery stores, schools, businesses, and services while attracting tourists, new residents, and businesses to the area. The associated construction will provide an immediate economic boost, and the infrastructure improvements support lasting economic growth and tourism opportunities for the region while expanding upon existing community development plans. This project meets the goals and objectives identified in Region VII Planning & Development Council's Comprehensive Economic Development Strategy (CEDS).

As the City of Buckhannon has witnessed in the past, this project will continue to allow the Elizabeth J. "Binky" Poundstone Riverwalk Trail to be used as a center for outdoor fitness activities by providing for a more pedestrian and bicycle-friendly environment, thus improving the quality of life for citizens of both Buckhannon and Upshur County.

Again, I encourage your consideration of this worthy project. If I can be of further assistance in this matter, please do not hesitate to contact me.

Sincerely,

Robert N. Skinner, III, Mayor  
City of Buckhannon

**E.3 Letter of Intent to WVDOH RE: Transportation Alternatives Grant Application - Morton Avenue & N. Locust Street Sidewalk & Lighting Project** - City Engineer Jay Hollen explained that the engineering work has been completed and provided to Region VII so that the application can be fully submitted.

May 18, 2021

Mark Scoular  
West Virginia Division of Highways  
Planning Division  
Bldg. 5, Rm. 740  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305

Dear Mr. Scoular:

As the mayor of Buckhannon, I am pleased to submit this letter regarding our Transportation Alternatives grant application on behalf of the entire City Council. The proposed project will improve the

infrastructure and recreational opportunities in the community. I respectfully request your consideration of this application for funding.

The Morton Avenue and North Locust Street Sidewalk and Lighting project provides a safe, ADA-compliant route for community members to travel to Upshur County's commercial area, including shopping centers such as Walmart, Lowe's, gas stations, and various restaurants and eateries. This project allows for a more viable downtown district by offering residents of the community a vehicular-free option of accessing businesses located in the commercial area.

Most importantly, this sidewalk and lighting project will improve the quality of life for people by providing a safe walking and bicycling environment for non-drivers, including children, older adults, and individuals with disabilities, to access daily needs. It is also worth noting that this project contributes to existing community development plans, such as Region VII Planning & Development Council's Comprehensive Economic Development Strategy (CEDS).

Again, I encourage your consideration of this worthy project. If I can be of further assistance in this matter, please do not hesitate to contact me.

Sincerely,

Robert N. Skinner, III, Mayor  
City of Buckhannon

E.4 Deed Property Purchase 65 East Main Street- Knights of Pythias & COB

CITY OF BUCKHANNON  
70 EAST MAIN STREET  
BUCKHANNON WV 26201-2274  
BOOK 577 PAGE 691

Prepared by and recording requested by: Thomas J. O'Neill, City Attorney City of Buckhannon, West Virginia Address: 70 East Main Street City: Buckhannon State: WV Zip: 26201 Phone: 304-472-1651 W. Va. Bar No. 10575	-----Above this Line for Official Use Only-----
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THIS DEED, made this 21<sup>st</sup> day of May, 2021, is by and between **Warren DeBarr and Marvin Wyatt, Trustees of Buckhannon Lodge No. 54 Knights of Pythias**, Grantors and parties of the first part, and the **City of Buckhannon, West Virginia, a municipal corporation and political subdivision of the State of West Virginia**, Grantee and party of the second part.

WITNESSETH: That, for and in consideration of the sum of ten dollars (\$10.00) cash in hand paid, and other good and valuable consideration the receipt of which is hereby acknowledged, the said parties of the first part do GRANT AND CONVEY, with covenants of GENERAL WARRANTY, unto the party of the second part all of their right, title and interest in, to, or associated whatsoever with the following described real estate, together with the improvements thereupon and appurtenances and rights-of-way thereunto belonging, situate on the south side of East Main Street in the City of Buckhannon, in Corporation District, Upshur County, West Virginia, and more particularly described as follows:

Beginning at a stake on said street [East Main Street], corner of lot formerly owned by S. B. Phillips, and now [sic] owned by Lenora A. Heavenr; thence with her line in a southerly direction 137 feet, more or less, to a stake in lot formerly owned by J. E. Hearndon; thence with his line in a easterly direction 82½ feet to a stake in a line of the Public School lot, thence with the line of same in a northerly direction 140 feet, more or less, to a stake on said Main Street; thence in a westerly direction with said street 82½ feet to the beginning.

Being that same real estate conveyed unto the Trustees of the Buckhannon Lodge No. 54 Knights of Pythias by deed of Catherine L. Pinnell dated October 16, 1915 and of record in the Office of the Clerk of the County Commission of Upshur County, West Virginia in **Deed Book 60, at page 561**, reference to which said deed is hereby made for all pertinent purposes. The Trustees signing herein are named in that Declaration of Trustees dated May 7, 2021 and of record in the aforesaid Clerk's office in **Miscellaneous Book 13, at page 335**.

This conveyance is made subject to all covenants, restrictions, rights of way, or easements affecting said premises of record in the aforesaid Clerk's Office, if any, and is further made subject to such rights-of-way, easements, or other matters which would be disclosed by a visual inspection of the premises.

The subject tract or parcel of land is part of that tract identified on the real property tax records of said County and State as **Corporation District, Map 4, Parcel 362**.

This conveyance is made with covenants of General Warranty, and free from liens and encumbrances, but subject to any liens assessed but not yet payable, such as real property taxes, and is subject to any and all covenants, restrictions, easements and reservations which may be a matter of record in the aforementioned clerk's office and running with the land.

TO HAVE AND TO HOLD by the Grantee and its successors and assigns forever.

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

The undersigned parties of the first part, as Trustees of their principal organization, upon their oath and under penalty of perjury, hereby state, acknowledge and affirm that this conveyance is exempt from real estate sales tax withholding as it is a resident entity of the State of West Virginia.

**DECLARATION OF CONSIDERATION OF VALUE**

The Grantors herein declare that the consideration paid for the property conveyed by this instrument is ONE HUNDRED FORTY-FIVE THOUSAND DOLLARS (\$145,000). *Conveyance exempt from real estate transfer tax as it is a conveyance to a municipality.*

WITNESS the following signatures of the party of the first part and parties of the second part:

**BUCKHANNON LODGE NO. 54 KNIGHTS OF PYTHIAS**

BY:

*Warren DeBarr, Trustee*      *Marvin Wyatt, Trustee*  
WARREN DEBARR, TRUSTEE      MARVIN WYATT, TRUSTEE

STATE OF WEST VIRGINIA

COUNTY OF UPSHUR, TO-WIT:

I, James S. Hollen, III, a Notary Public in and for the County and State aforesaid, do hereby certify that WARREN DEBARR AND MARVIN WYATT, whose names are signed to the foregoing writing, as Trustees of Buckhannon Lodge No. 54 Knights of Pythias, have this 21<sup>st</sup> day of May, 2021 appeared and acknowledged the same before me in my said County.



*[Signature]*  
Notary Public

My commission expires: September 13, 2022.

Following recording, please return this document to:

Upshur County  
Carol J Smith, Clerk  
Instrument 202100004583  
05/21/2021 @ 12:14:25 PM  
REC'D  
Book 577 @ Page 691  
Fees Recorded 2  
Recording Cost \$ 26.00

**E.5 Letter from UCCVB –City’s Representative Appointment is Vacant**



May 24, 2021

Buckhannon City Council  
70 East Main Street  
Buckhannon, WV 26201

RE: City Appointment to the Upshur County CVB Board of Directors

Dear City Council Members,

Based on the Upshur County CVB’s by-laws, the City of Buckhannon appoints a tourism representative to the Upshur County CVB Board of Directors. This seat has previously been filled by Lacy Ramsey; however, Ms. Ramsey’s term has been fulfilled, and a new representative must be places.

It is the City’s discretion to appoint a representative to fill the vacancy, to serve July 1, 2021 – June 30, 2024.

Please indicate the City’s decision in the space below:



City of Buckhannon’s Tourism Appointment: \_\_\_\_\_

Should you have any questions, please contact our office at any time.

Sincerely,

Laura B. Meadows  
Executive Director  
PO Box 817 | 14 E. Main Street Buckhannon, WV 26201 304.473.1400  
[lmeadows@VisitBuckhannon.org](mailto:lmeadows@VisitBuckhannon.org)

**E.6 Request for Professional Surveying Services for City’s Surveying Services Project**  
-Jay Hollen asked for the approval to secure professional surveying services for City’s surveying services project for an approximate total of \$25,000.00

**Motion to approve securing professional surveying services for City’s surveying services project for an approximate total of \$25,000 was made by Albaugh/Rylands. Motion carried.**

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

May 27, 2021

Bennett Surveying, Inc.  
11 Green Street  
Buckhannon, WV 26201

Chapman Technical Group  
200 Sixth Avenue  
St. Albans, WV 25177

Civil Engineering Consultant  
600 Marketplace Avenue  
Suite 200  
Bridgeport, WV 26330

Hornor Brothers Engineers  
140 South 3<sup>rd</sup> Street  
Clarksburg, WV 26301

Potesta & Associates, Inc.  
125 Lakeview Drive  
Morgantown, WV 26508

Precision Survey Company  
566 Manning Road  
Buckhannon, WV 26201

Mountain State Land Surveying  
507 Main Street  
P.O. Box 351  
West Milford, WV 26451

Re: City of Buckhannon  
Request for Professional Surveying Services for  
Multiple FEMA Sites and the  
Establishment of Horizontal & Vertical Control Benchmarks

To All Prospective Bidders,

This letter is to inform you that the City of Buckhannon (City) is currently accepting bids for the City’s Surveying Services Project, hereinafter referred to as the Project, which includes providing professional surveying services, the physical surveying of fifteen (15) properties, the setting of iron pins at each property corner (where applicable), the preparation of executed and survey plats, the establishment of three (3) horizontal & vertical control benchmarks and all other tasks identified in this Request for Professional Surveying Services Letter necessary for the completion of the Project.

As previously mentioned, (15) sites are to be surveyed and the survey plats for each site are to be prepared, executed and stamped and then submitted to the City. Twelve (12) of the (15) sites are FEMA buyout / acquired properties located throughout the City while the remaining three (3) properties have been recently acquired by the City. All sites are shown on the enclosed Attachment 1 – Survey Sites for the City of Buckhannon.

At a minimum, the Project shall consist of the following:

1. The successful Bidder shall ensure that all horizontal data shall be provided in NAD83 WV South State Plane Coordinates and the vertical datum, where applicable, shall be provided in NAVD 88, Geoid 12B or the latest Geoid format.
2. The successful Bidder shall prepare, execute and stamp (by a Professional Surveyor) all site surveys plats,

which shall include all metes & bounds, to be submitted to the City in a format that will allow the City to record the executed & stamped site survey plats at the Upshur County Courthouse.

3. The successful Bidder shall submit all site surveys to the City in an AutoCAD .dwg file format, or other CADD-based file formats acceptable to the City Engineer, for use by the City as detailed in Item No. 4 below. The site surveys of each survey site shall contain the following:
  - a. GPS coordinates of each property corner,
  - b. Northing and Easting coordinates of each property corner,
  - c. The elevation at each property corner.
4. The successful Bidder shall submit the electronic site surveys in a format so that each respective site survey is “situated” in the West Virginia South State Plane Coordinates System so that it can be directly inserted into the City’s existing electronic mapping without additional data manipulation by the City.
5. It is understood that the City hereby grants, or shall obtain written authorization (if the site is not owned by the City) that permission has been duly granted for a Right-of-Entry by the successful Bidder, agents, staff, consultants and subcontractors for the purpose of conducting the field surveying services phase to the Project.
6. The successful Bidder shall provide the necessary office services and Court House research of each property to be surveyed.
7. The successful Bidder shall provide the necessary field services of the property to be surveyed.
8. The successful Bidder shall be responsible for the setting of iron pins, to be set in concrete, at all property corners where no iron pins exist.
9. The successful Bidder shall be responsible for a Description of Survey shall be prepared, complete with metes & bounds.

It should be noted that all fees, including but not limited to hotel costs (upon written approval from the City), mileage, administration fees, equipment fees, per diem and/or any other miscellaneous charges shall be included in the Lump Sum Fee (i.e. the Bid).

TASKS

1.0 FIELD SURVEY SERVICES

The successful Bidder will supply the adequately-sized staff to work on the Project, which shall consist of at least one conventional survey and/or GPS survey crew. The City does not anticipate the need for the successful Bidder to enter upon private property for work related to the Project other than for the locating and/or setting of the iron pins at each property corner at each site location.

The surveying services outlined above assumes that the project schedule will allow the field portion of this survey to be conducted at a time where obstructive cover, such as snow or leaves, in the Project Area would not unduly obscure the ground surface. If the Project Area is adversely impacted by obstructive conditions, the City shall be notified immediately by the successful Bidder and a decision will be made as to whether the survey work will be initiated at such time or that the start of the survey field work shall be delayed until site conditions improve to allow for field survey work to resume.

A minimum of three (3) permanent Project-related control points (i.e. benchmark monuments) will be set at locations to be determined by the City Engineer that shall contain both horizontal & vertical control data. Horizontal control datum will be based on NAD83 WV State Plane Coordinates South Zone. Vertical datum will be based on the North American Vertical Datum 88 (NAVD88), Geoid I2B or the latest Geoid format. The successful Bidder shall survey between set horizontal and vertical control points by conventional and/or static and/or CPG methods to ensure that the coordinate & elevation system corresponds to the coordinate & elevation system currently provided on the City's electronic mapping.

All existing property corners and permanent Project-related control points must conform to *Section 7.3 – Minimum Standards for Boundary Surveys* as identified in *Title 23 – Legislative Rule – Board of Professional Surveyors – Series 5 – Standards for the Practice of Surveying in West Virginia*.

2.0 PROJECT COSTS

The costs to complete the scope of services identified in **TASK 1.0 - FIELD SURVEY SERVICES** above shall be a Lump Sum price for each of the (15) sites and the (3) permanent Project-related control points included in each Contract and shall include all Time & Materials costs necessary by the successful Bidder to complete the tasks identified. If the overall scope of the Project changes or needs to be modified to account for Out-of-Scope services as the Project progresses, both the City and the successful Bidder will schedule a Change of Scope meeting immediately upon discovery of the change in scope and a determination will be made at that time as how the successful Bidder is to proceed.

The Project shall be awarded based upon the costs to complete all required tasks for each individual property as indicated on the Official Bid Form and *Attachment 1 – Survey Sites for the City of Buckhannon*.

For the purpose of this Project, the respective Official Bid Form shall be used when submitting a bid. In addition, the Prospective Bidder's Professional Surveyor license (and/or certification) shall be submitted with the Official Bid Form. Failure to use the Official Bid Form or failure to provide the Professional Surveyor License may result in the bid being considered non-responsive and rejected.

Bids will be accepted by the City until 1:30PM EST on Thursday, June 24, 2021, at which time the received Bids will be open and read aloud. Submitted bids received by the City may not be withdrawn for a period of (60) days.

1. Location,
2. Site conditions,
3. Traffic conditions,
4. Existing utilities, and
5. Any other factors affecting his performance.

Failure to have adequately inspected the site and to meet the requirement of this **Request for Professional Survey Services Letter** shall in no way relieve the successful Bidder from the obligations of his submitted Bid.

5.0 METHOD OF PAYMENT

Applications for Payment, or other form of payment invoice, shall be required for submission by the successful Bidder. The Applications for Payment shall be submitted after all tasks and the submission of required documents and drawings (written and electronic) to the City Engineer has been completed. Upon review of the required documents and drawings by the City Engineer, the City Engineer shall review the Application for Payment for accuracy and correctness. If the Application for Payment is found to be complete and accurate, processing of the Application for Payment will be submitted to the Director of Finance for payment. Payment for services rendered by the successful Bidder shall be made within (30) days of approval of the Application for Payment. Payment for services and products submitted shall be made as follows:

1. 90% of the approved amount shown on the Application for Payment shall be made.
2. 10% of the approved amount shall be withheld as retainage.
3. After the Project is complete, the withheld retainage shall be released (paid) only after review of the required documents and drawings is complete and determined to be acceptable by the Director of Public Works and / or the City Engineer. If there are errors, if there appears to be "unclear" data, if the existing data isn't compatible with the AutoCAD platform currently used by the City, then the City Engineer will contact the successful Bidder and inform the successful Bidder of the issues. The successful Bidder will address the issues of concern and submit a corrected site survey(s) to the City within two (2) weeks of notification. Upon acceptance of the revised site survey(s), the remaining 10% retainage shall be released to the successful Bidder.

6.0 QUESTIONS AND ANSWERS

All Project-related questions and comments must be submitted to the City Engineer in writing (mail, email or facsimile) before 4:00PM EST on Monday, June 14, 2021 to allow the City Engineer to reply to each received question and/or comment and provide the written response(s) to all Prospective Bidders in a timely manner to allow the Prospective Bidders time to incorporate the response information into their respective Bids.

All sealed envelopes shall have the following information in the lower-left corner for the bid:

Contract No. 1 – Professional Surveying Services Bid  
"Name and Address of Bidder"  
City of Buckhannon

Each sealed bid shall may either be hand delivered or mailed to the following address:

Mr. James S. Hollen, III, PE, City Engineer  
City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201

The Director of Public Works and the City Engineer shall evaluate all bids received based upon price, conformance to the **Request for Professional Surveying Services Letter**, customer satisfaction, service availability and general suitability for the intended use.

The City reserves the right to reject any and all bids, to award the Project to a Bidder other than the Apparent Low Bidder and to waive any informality in bidding. The City also reserves the right to reject any and all bids that are not in the best interest of the City. In addition, the City reserves the right to terminate the Contracts at any time due to noncompliance with the **Request for Professional Surveying Services Letter**.

3.0 SCHEDULE


Upon receiving the executed Notice of Award and the Notice to Proceed from the City, the successful Bidder shall mobilize a survey crew within two (2) weeks to begin the field survey work portion of the Project. The successful Bidder shall complete the existing site surveys and the preparation of survey plats for each of the (15) sites and shall be submit all (15) executed survey plats, information & documentation of the (3) permanent Project-related control points and the electronic AutoCAD drawings of each site & control point to the City Engineer within eight (8) weeks of receipt of the Notice to Proceed. If the successful Bidder is unable to complete the field survey work and submit the existing conditions basemap to the City within (8) weeks of receipt of the Notice to Proceed due to inclement weather, the successful Bidder shall contact the City Engineer and explain the reason for the successful Bidder's inability to meet be the submission deadline. If the City Engineer deems the explanation for the delay to be justifiable, then a contract extension (at no additional cost to the City) shall be given to the successful Bidder. Lack of satisfactory progress, as determined by City Engineer, shall be cause to terminate the Contract.

4.0 CONDITIONS OF WORK

It is the responsibility of the successful Bidder to inform and familiarize themselves completely regarding the conditions of the Project relating to the field surveying activities to be performed on the Project, including, but not limited to, the following:

If any of you have any comments or questions regarding this letter, please feel free to email me at your convenience at [jay.hollen@buckhannonwv.org](mailto:jay.hollen@buckhannonwv.org).

Sincerely,

  
James S. Hollen, III, PE  
City Engineer

Attachments: Example of Acceptable Concrete Survey Markers  
Attachment 1 – Survey Sites for the City of Buckhannon  
Official Bid Form

- c: Robert N. Skinner, III – Mayor  
Members of City Council  
Members of the Consolidated Public Works Board  
Jerry Arnold – Director of Public Works  
Engineering Files

E.7 Waste, Water, Sanitary, & CPW Boards-Monthly Meeting Time Changed from 4PM to 7:30AM

E.8 Evolution Bar LLC-Zoning Form to WVABCA Licensing Department

**Zoning Form**

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

**Note: 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 obverse (front) portion of the form.**

**To: Municipal Clerk or Recorder**

Under the requirements set forth in 60-7-4a and/or 11-16-8(a)(5) of the W. Va. State Code, a person intending to apply for a license to operate an ABCA licensed Private Club, Private Wine Restaurant or Tavern 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 Alcohol Beverage Control Administration. Pursuant to this requirement, **notice** is herein given that the following intends to apply to the WVABCA for a license to operate a Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern issued pursuant to the provisions of §§ Chapter 60, Article 7 and Article 8 and/or Chapter 11, Article 16 of the W.Va. State Code.

Entity Name: Evolution Bar LLC

DBA (Doing Business As): Evolution Bar

Address of Establishment: 16 North Kanawha St. Buckhannon WV 26201  
(Street/Route) (City) (State) (Zip Code)

Applicant's Name(s): Statten Chelsea LeAnn  
(Last) (First) (Middle)

(Last) (First) (Middle)

General Description of Premises: Bar & Grill

Food Services to be Offered: Restaurant Style ; bar food/snacks

Patron Capacity: 72

**This Notice has been filed with the Clerk or Recorder of the City/Town of**

Buckhannon on this 28 day of May, 2021.

Applicant's Signature(s): Chelsea Statten Date: 5/28/21

(FOR USE BY MUNICIPAL AUTHORITIES ONLY)

Is the proposed location for the Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern described consistent with the zoning ordinances or your Municipality as either a permitted use or a conditional use of such premises?

Yes ☒ No ☐

If the answer to the first question was "no," does your Municipality provide within its business zones suitable alternative locations for Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern?

Yes ☐ No ☐

Is the proposed location for the Private Club, Private Wine Restaurant, Private Wine Bed and Breakfast, Private Wine Spa, or Tavern herein described situated in an area designated for the use of community development block grant funds in the municipality?

Yes ☐ No ☒

If yes, is the planned use of the premises at the location herein described consistent with any plan adopted by the governing body of the municipality for revitalization of the area wherein the premises are situated?

Yes ☐ No ☐

Does the municipality have any restrictions or regulations prohibiting Limited Video Lottery?

Yes ☐ No ☒ As long as properly zoned

Does the municipality have any restrictions or regulations prohibiting Exotic Dancing establishments?

Yes ☒ No ☐

Additional comments to the Alcohol Beverage Control Administration:

Approved By: Authorized Official Signature and Title

Buckhannon

City/Town

Date: 5-28-21

Return Original To: WVABCA  
Licensing Division  
900 Pennsylvania Avenue, 4<sup>th</sup> Floor  
Charleston, WV 25302

**E.9 Notice of Special Planning Commission Meeting on 06/15/21 at 7pm RE: To discuss the possible uses for the Madison Street property (former Chase Bank drive-thru)**



Notice of Special Meeting
Buckhannon Planning Commission

The Buckhannon City Planning Commission will hold a special meeting on Tuesday, June 15, 2021 at 7:00 pm in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon WV 26201. The purpose of the meeting is to discuss the possible uses for the Madison Street property ( former Chase Bank drive-thru).

This is an open meeting (per WV code § 6-9A-3) and all interested parties are welcome to attend.

- F. Consent Agenda – The Mayor reviewed the following with Council:
F.1 Approval of Minutes-Regular meeting 05/20/2021 & Special meeting 05/17/2021
F.2 Approval of Building and Wiring Permits

Table with 12 columns: 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. Rows include permits 75121 through 75127 and a TOTAL row.

F.3 Approval of Payment of the Bills

Table with 6 columns: DEPARTMENT, VENDOR NAME, GL ACCOUNT, ACCOUNT DESCRIPTION, DESCRIPTION, AMOUNT. Rows include Mayor's Office expenses (Postage, Supplies, Retirement, etc.) and Council expenses (Theatre Building, etc.).

\$ 1,200.00 - Upshur County Deputy Sheriff Association- Profiling Class 10 police
\$ 1,700.00 - Steve Wykoff - 2011 KIA - Police Dept
\$ 1,587.50 - Heritage Fire Equipment - Truck 11 Annual Aerial Service
\$ 3,899.40 - Crites Electrical Supply - 30 LED Bay Lights - Fire Dept
\$ 5,290.00 - Total Body Experts - Stair Master - Fire Dept
\$ 6,533.00 - Wilson Glass Works - Mezzanine Aluminum Install - Theatre
\$ 144,000.00 - Buckhannon Lodge of The Knights of Pythias- Property Purchase 65 E. Main St.

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	14.50
	TRAVELERS INSURANCE	410-226-00	COUNCIL INSURANCE (P	MAY 2021 INS PREMIUM	1,733.86
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	1,000.00
				TOTAL:	9,469.92
RECORDER	LOUDIN INSURANCE AGENCY INC	411-226-00	INSURANCE/COMPENSATI	SURETY BOND FOR SANDERS	219.00
	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	19.21
	INTERNAL REVENUE SERVICE	411-104-00	RECORDER'S F.I.C.A.	FICA WITHHELD AND MATCHED	31.00
		411-104-00	RECORDER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	7.25
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	500.00
				TOTAL:	776.46
TREASURER	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.08
		413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.08
	DAVID L HOWELL CPA	413-224-00	AUDIT	2ND BILLING 2019-20 AUDIT	1,008.43
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	19.27
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.51
	PAYFLEX	413-105-00	TREASURER'S GROUP IN	GF MAY 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	310.77
				TOTAL:	1,408.39
COURT	INTERNAL REVENUE SERVICE	416-104-00	POLICE JUDGE FICA	FICA WITHHELD AND MATCHED	38.75
		416-104-00	POLICE JUDGE FICA	MEDICARE WITHHELD & MATCHE	9.06
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	625.00
				TOTAL:	672.81
CITY ATTORNEY	WV PUBLIC EMPLOYEES RETIREME	417-106-00	CITY ATTORNEY RETIRE	WV RETIREMENT CONTRIBUTION	50.00
		417-106-00	CITY ATTORNEY RETIRE	WV RETIREMENT CONTRIBUTION	50.00
	INTERNAL REVENUE SERVICE	417-104-00	CITY ATTORNEY FICA	FICA WITHHELD AND MATCHED	31.00
		417-104-00	CITY ATTORNEY FICA	MEDICARE WITHHELD & MATCHE	7.25
	PAYFLEX	417-105-00	CITY ATTORNEY INSURA	GF MAY 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	500.00
				TOTAL:	641.50
ZONING	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	140.62
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	140.62
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	87.18
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	20.39
	PAYFLEX	437-105-00	ZONING HEALTH INS	GF MAY 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	1,406.15
				TOTAL:	1,798.21
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-230-00	DATA PROCESSING	BIT DEFENDER RENEWAL 3Y	397.37
	COMMUNITY BANK	439-459-00	DATA PROCESSING CAPI	ACCT#771901071 JUN COMP S	385.84
				TOTAL:	783.21
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110088782062 70 E MAIN ST	1,194.25
	LOWES BUSINESS ACCOUNTS	440-216-00	CITY HALL MAINTENANC	CITY HALL CARPET CLEANER	47.75
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CITY HALL MNTHLY PEST INSP	31.00
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	137.82
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	124.33
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	CLEANING SUPPLIES	2.11
		440-341-00	CITY HALL SUPPLIES	CLEANING SUPPLIES	26.39
		440-341-00	CITY HALL SUPPLIES	CUPS TRASH BAGS PAPER TOW	24.51

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	76.18
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	17.82
	PAYFLEX	440-105-00	CITY HALL JANITOR IN	GF MAY 2021 HSA FEES	32.50
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	1,243.34
				TOTAL:	2,958.00
POLICE	BENCHMARK PROFESSIONAL SEMIN	700-221-00	POLICE DEPT. TRAININ	COUNSELING & MENTURING	590.00
	RALSTON PRESS INC	700-221-00	POLICE DEPT. TRAININ	RECRUITING POSTERS	57.94
	LOWES BUSINESS ACCOUNTS	700-341-00	POLICE DEPT. MAT & S	PCRD-HASP LOCKS	64.30
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,713.06
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,849.35
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	612.75
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	688.82
	US CELLULAR	700-211-00	POLICE DEPT. TELEPHO	940-1797 642-5723	374.25
	ST JOSEPH HOSPITAL OF BUCKHA	700-341-00	POLICE DEPT. MAT & S	LAB TEST MARK STEWART	50.00
		700-341-00	POLICE DEPT. MAT & S	LAB TEST TOM POSEY	50.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,622.21
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	379.40
	AMAZON.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-INK CARTRIDGES KEY LO	145.88
		700-341-00	POLICE DEPT. MAT & S	PCRD-VGA MONITOR CABLES SP	27.68
		700-459-00	POLICE DEPT. NEW EQU	PCRD-KEY PAD SAFE K9 UNIT	120.00
		700-341-00	POLICE DEPT. MAT & S	PCRD-MASKS SHARPS CONTAIN	97.16
	10-42 TACTICAL LLC	700-345-00	POLICE DEPT. UNIFORM	BRONZE COLLAR INSIGNIA	46.60
	PAYFLEX	700-105-00	POLICE DEPT. GROUP I	GF MAY 2021 HSA FEES	22.75
	CORRIDOR H TIRE INC	700-343-00	POLICE DEPT. AUTO SU	PCRD-TIRES CAR 11	659.56
		700-343-00	POLICE DEPT. AUTO SU	PCRD-TIRE ROD END CAR 11	180.00
	CHEWY.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-DOG FOOD	164.97
	DETECTACHEM	700-341-00	POLICE DEPT. MAT & S	PCRD-DRUG TEST KITS	86.80
	BERKLEY COUNTY SHERIFF'S OFF	700-221-00	POLICE DEPT. TRAININ	TRAFFIC STOP CLASS-O'CONNO	100.00
	UPSHUR COUNTY DEPUTY SHERIFF	700-221-00	POLICE DEPT. TRAININ	PROFILING CLASS 10 POLICE	1,200.00
	GLORIA BURR	700-343-00	POLICE DEPT. AUTO SU	10 DETAIL CRUISER	300.00
	STEVE WYKOFF	700-459-00	POLICE DEPT. NEW EQU	2011 KIA FOR PD	1,700.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	87.74
	TRAVELERS INSURANCE	700-226-00	POLICE DEPT. INSURAN	MAY 2021 INS PREMIUM	9,358.93
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	26,597.15
				TOTAL:	48,947.30
FIRE	LYKINS OIL COMPANY	706-343-00	FIRE DEPT. AUTO SUPP	FIRE TRK 1101 APR 2021 FUE	49.77
	J.P. MORGAN EQUIPMENT FINAN	706-459-00	FIRE DEPT. CAPITAL O	JUN 2021 FIRE TRK PYMT	3,678.20
	FISHER AUTO PARTS INC	706-341-00	FIRE DEPT. MATERIAL	OIL DRY ABSORBENT	61.95
	HI TECH	706-343-00	FIRE DEPT. AUTO SUPP	STICKER, REPAIR 1150	1,004.33
	LOWES BUSINESS ACCOUNTS	706-343-00	FIRE DEPT. AUTO SUPP	WASHERS, NUTS, CRAFTSMAN	192.15
		706-341-00	FIRE DEPT. MATERIAL	CLEANING SUPPLIES	214.44
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	727.04
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	705.56
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	659.75
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	708.67
	HERITAGE FIRE EQUIPMENT LLC	706-343-00	FIRE DEPT. AUTO SUPP	TRK 11 ANN AERIAL SERVICE	1,587.50
	CRITES ELECTRICAL SUPPLY INC	706-459-00	FIRE DEPT. CAPITAL O	30LED BAY LIGHTS AT STAT	3,899.40
	WALMART STORES INC -BUCKHANN	706-341-00	FIRE DEPT. MATERIAL	PCRD-NOTEBOOK BINDER PAPER	132.80
	INTERNATIONAL FIRE CHIEFS AS	706-459-00	FIRE DEPT. CAPITAL O	PCRD-MEMBERSHIP SE DIV DUE	275.00
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,005.53
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	235.16
	AMAZON.COM	706-459-00	FIRE DEPT. CAPITAL O	PCRD-10PK METAL OXYGEN BTL	29.95



FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TOTAL BODY EXPERTS LLC	706-459-00	FIRE DEPT. CAPITAL O	PCRD-STAIR MASTER	5,290.00
	FAIR LABOR STANDARDS ACT	706-221-00	FIRE DEPT. TRAINING	PCRD-FLSA WEBINAR FIRE DEP	450.00
	WATERWAY	706-216-00	FIRE DEPT. MAINTENAN	LADD TEST, HEAT SENSOR	640.00
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	304-940-4727 ENG 1 CELL	50.55
	WITMER PUBLIC SAFETY GROUP I	706-345-00	FIRE DEPT. UNIFORMS	KIMBLE,BAXA,ELMORE	260.00
		706-345-00	FIRE DEPT. UNIFORMS	KIMBLE,BAXA,ELMORE	111.40
		706-345-00	FIRE DEPT. UNIFORMS	KIMBLE,BAXA,ELMORE	124.65
		706-345-00	FIRE DEPT. UNIFORMS	KIMBLE,BAXA,ELMORE	118.59
		706-343-00	FIRE DEPT. AUTO SUPP	2 SECTION LADDER	1,265.99
		706-345-00	FIRE DEPT. UNIFORMS	KIMBLE,BAXA,ELMORE	270.39
		706-459-00	FIRE DEPT. CAPITAL O	HOSE, COUPLING 4 "	12,789.00
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	88.37
	TRAVELERS INSURANCE	706-226-00	FIRE DEPT. INSURANCE	MAY 2021 INS PREMIUM	2,319.62
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	15,392.88
				TOTAL:	54,338.64
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110084762464 20 FACTORY ST	30.31
		750-213-00	STREET DEPT. UTILITI	110084762126 24 FACTORY	21.65
		750-213-00	STREET DEPT. UTILITI	110084761755 17 1/2 FACTOR	9.90
		750-213-00	STREET DEPT. UTILITI	110088783078 22 S FLORIDA	1,213.50
		750-213-00	STREET DEPT. UTILITI	110148096107 15 MADISON ST	187.62
	SOUTHERN STATES COOP INC	750-341-00	STREET DEPT. MAT & S	Boots for Andrew	179.99
		750-341-00	STREET DEPT. MAT & S	Propane tank refill	20.17
	AIRGAS USA, LLC	750-341-00	STREET DEPT. MAT & S	Oxygen and Argon refill	99.18
	SCOTT ELECTRIC CORP	750-458-08	GATEWAY WEST GRANT E	8STR wire for GWW	970.65
		750-458-05	STREET DEPT PROJECTS	30 & 50A breakers & plugs	1,006.62
		750-458-05	STREET DEPT PROJECTS	30 & 50A breakers & plugs	24.30
		750-458-05	STREET DEPT PROJECTS	50A Recpt.and plugs	115.27
		750-458-05	STREET DEPT PROJECTS	50A Recpt.& plugs-JAWBONE	32.91
		750-458-05	STREET DEPT PROJECTS	50A Recpt.& plugs-JAWBONE	95.47
		750-341-00	STREET DEPT. MAT & S	Relay for garge door	34.59
	J F ALLEN CO	750-458-05	STREET DEPT PROJECTS	#57's	378.88
	STATE ELECTRIC SUPPLY CO INC	750-343-00	STREET DEPT. AUTO SU	Air compressor relay	204.06
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	Solenoid switch and pins	10.58
		750-343-00	STREET DEPT. AUTO SU	Solenoid switch and pins	280.86
		750-343-00	STREET DEPT. AUTO SU	Solenoid switch and pins	24.80
	HARBOR FREIGHT TOOLS	750-341-00	STREET DEPT. MAT & S	PCRD-WELDING CART MEMBERSH	99.98
		750-341-00	STREET DEPT. MAT & S	PCRD-WELDING HELMET PORTAB	373.95
	LOWES BUSINESS ACCOUNTS	750-458-08	GATEWAY WEST GRANT E	Sakrete for service GWW	18.16
		750-343-00	STREET DEPT. AUTO SU	PEX fittngs for S-7	113.93
		750-341-00	STREET DEPT. MAT & S	Paint for 5K trail	27.24
		750-343-00	STREET DEPT. AUTO SU	PEX fittngs for S-7	42.18
		750-341-00	STREET DEPT. MAT & S	Paint for 5K trail	25.55
		750-341-00	STREET DEPT. MAT & S	Bottled Water	255.42
		750-458-05	STREET DEPT PROJECTS	Rolls of foam seal	65.37
		750-343-00	STREET DEPT. AUTO SU	Tire and wheel for traile	104.50
		750-458-05	STREET DEPT PROJECTS	Stain for new benches	44.64
		750-341-00	STREET DEPT. MAT & S	Tile and mortar	44.13
		750-341-00	STREET DEPT. MAT & S	Spring snaps and bolts	170.06
		750-341-00	STREET DEPT. MAT & S	PEX fittngs wire	119.16
		750-341-00	STREET DEPT. MAT & S	Spring snaps and bolts	211.00
		750-341-00	STREET DEPT. MAT & S	U-Post and paint	166.81
		750-341-00	STREET DEPT. MAT & S	Propane tank exchange	37.94
		750-341-00	STREET DEPT. MAT & S	PEX fittngs wire	157.78

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STATE EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	Weedeater heads	55.96
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	STREET JUN CONCRETE TRK PY	2,676.74
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,130.41
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,298.64
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	400.71
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	519.11
	LIFETITE METAL PRODUCTS MANU	750-341-00	STREET DEPT. MAT & S	Tin for shop wall	661.70
	TRACTOR SUPPLY CREDIT PLAN	750-341-00	STREET DEPT. MAT & S	PCRD-BARN TRACK DOOR FOR S	460.82
		750-343-00	STREET DEPT. AUTO SU	PCRD-TRAILER WIRING ADAPT	38.46
	US CELLULAR	750-211-00	STREET DEPT. TELEPHO	642-1601940-2024 642-4948	240.00
	CRITES ELECTRICAL SUPPLY INC	750-458-05	STREET DEPT PROJECTS	Blanks & caps	6.68
		750-458-05	STREET DEPT PROJECTS	30,50Amp breakers and	37.97
		750-458-05	STREET DEPT PROJECTS	30,50Amp breakers and	101.38
		750-458-05	STREET DEPT PROJECTS	30,50,60,70Amp breakers	48.72
		750-458-05	STREET DEPT PROJECTS	30,50,60,70Amp breakers	76.27
		750-458-05	STREET DEPT PROJECTS	30,50,60,70Amp breakers	32.23
		750-458-05	STREET DEPT PROJECTS	30,50Amp breakers and	46.19
		750-458-05	STREET DEPT PROJECTS	Blanks & caos	26.79
	TOOLS ETC	750-341-00	STREET DEPT. MAT & S	MWK batteries impact gun	549.00
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	MUDLICK PEST SERVICE 5321	31.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,122.23
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	262.47
	PEOPLES NATURAL GAS	750-213-00	STREET DEPT. UTILITI	395 MUDLICK GAS	272.28
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-HAND CLEANER	89.98
		750-341-00	STREET DEPT. MAT & S	PCRD-KEYBOARD TRAY KIT	49.00
		750-341-00	STREET DEPT. MAT & S	PCRD-DEADBOLT FOR SHOP DOO	139.98
		750-341-00	STREET DEPT. MAT & S	PCRD-BAY LIGHTS FOR SHOP	400.96
	PAYFLEX	750-105-00	STREET DEPT. GROUP I	GF MAY 2021 HSA FEES	32.50
	AKON	750-341-00	STREET DEPT. MAT & S	PCRD-CURTAIN FOR PAINT BAY	944.94
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	87.89
	TRAVELERS INSURANCE	750-226-00	STREET DEPT. INSURAN	MAY 2021 INS PREMIUM	7,302.47
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	18,177.45
				TOTAL:	44,340.55
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110088782484 E. MAIN ST	72.92
		751-213-00	STREET LIGHTS	110100156733 107 E MAIN ST	102.41
				TOTAL:	175.33
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110087174485 S. KANAWHA ST	24.26
		752-213-00	TRAFFIC SIGNALS POWE	110088235830 REGER ST RT 2	47.90
				TOTAL:	72.16
ARTS-THEATRE	SUNBELT RENTALS	906-450-01	THEATRE BUILDING	Scissor lift rental	700.65
				TOTAL:	700.65
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110084592119 SYC	843.06
		907-213-00	UTILITIES	110084767208 79 E MAIN ST	6.87
	RITE-WAY HEATING & PLUMBING	907-216-00	MAINTENANCE	LIGHT BULBS, FILTERS	200.84
	CARTER: LARRY	907-363-00	KARATE CLASS INSTRU	KARATE MAY 21	144.00
	J T MARTIN COMPANY INC	907-216-00	MAINTENANCE	WHITE BUS INSPECTION	39.46
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	390.03
	HOME DEPOT	907-216-00	MAINTENANCE	PCRD-WEED TRIMMER	299.00
		907-216-00	MAINTENANCE	PCRD- EXTRA WEED TRIMMER B	149.00
	LOWES BUSINESS ACCOUNTS	907-341-00	MATERIALS & SUPPLIES	PCRD-CLAMPS FOR VOLLEYBALL	31.80

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	265.71
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	264.41
	DHHR	907-361-00	AFTER SCHOOL SUPPLIE	PCRD-BACKGROUND CK ABBY WA	20.00
	US CELLULAR	907-211-00	TELEPHONES	613-9068	14.53
	ST JOSEPH HOSPITAL OF BUCKHA	907-341-00	MATERIALS & SUPPLIES	PRE-EMPLOY LAB TEST ABBY W	50.00
	WALMART STORES INC -BUCKHANN	907-341-00	MATERIALS & SUPPLIES	OFFICE SUPPLIES	30.62
		907-368-04	MISC ACTIVITIES-ONE	PCRD-REFRESHMENTS AFTER PL	37.58
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	327.49
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	76.59
	APRIL E SMALL	907-368-01	ZUMBA	MAY 21 KICKBOXING	132.00
	AMAZON.COM	907-343-00	SYC AUTO SUPPLIES	PCRD-NOROVIRUS CLEANUP KIT	59.96
		907-343-00	SYC AUTO SUPPLIES	PCRD-FIRST AID KIT FOR BUS	93.89
		907-343-00	SYC AUTO SUPPLIES	PCRD-FIRE EXTINGUISHER	61.55
		907-356-00	YOUTH BASKETBALL	PCRD-VOLLEYBALL NET	233.99
		907-356-00	YOUTH BASKETBALL	PCRD-VOLLEY BALL	14.95
		907-356-00	YOUTH BASKETBALL	PCRD-VOLLEY BALL	14.96
	PAYFLEX	907-105-00	GROUP INSURANCE	GF MAY 2021 HSA FEES	6.50
	FAIRFAX MATERIALS	907-356-00	YOUTH BASKETBALL	PCRD-SAND FOR VOLLEYBALL C	424.92
	BUCKHANNON LODGE OF THE KNIG	907-459-00	CAPITAL OUTLAY	PROPERTY PURCHASE 65 E MAI	144,000.00
	UPSHUR COUNTY CLERK	907-459-00	CAPITAL OUTLAY	FILING FEE DEED 65 E MAIN	26.00
	FRONTIER	907-211-00	TELEPHONES	473-0145-042701-4 SYC	194.02
	TRAVELERS INSURANCE	907-226-00	INSURANCE & BONDS	MAY 2021 INS PREMIUM	1,515.13
	IDENTOGO	907-341-00	MATERIALS & SUPPLIES	BACKGRND CK DRAKE LEMANSKY	35.75
		907-341-00	MATERIALS & SUPPLIES	BACKGRND CK CADEN ROHRBOUG	35.75
	**PAYROLL EXPENSES			5/20/2021 - 5/31/2021	5,281.92
				TOTAL:	155,322.28
PUBLIC SAFETY	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	231.90
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	POLICE DEPT MNTHLY PEST IN	45.00
		976-216-00	SAFETY COMPLEX MAINT	PEST CONTROL AT FIRE DEPT.	42.00
				TOTAL:	318.90

F.4 Approval Resignation of Shauna Jones from the Zoning Board of Appeals

SHAUNA G. JONES

13 Myrna Street Buckhannon, WV 26201 | 304.704.8371 | shaunajones70@yahoo.com

May 25, 2021

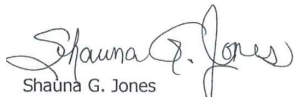
Buckhannon City Council  
70 E. Main Street  
Buckhannon, WV 26201

Dear Buckhannon City Council

Please accept my resignation from the Zoning Board of Appeals. I appreciate the opportunity to contribute to our community in this way, but I am realigning extra commitments due to life circumstances.

I will shred any paperwork I have pertaining to the ZBA. I hope at some point to reengage either on this committee or another one.

Sincerely,

  
Shauna G. Jones

F.5 Approval Resignation of Susan Beathe from the Charles W. Gibson Library

Susan Beathe  
8 Myrna St.  
Buckhannon, WV 26201

May 18, 2021

City Hall  
70 E. Main St.  
Buckhannon, WV, 26201

Dear Council Members,

I wish to submit my resignation as a board member of the Charles W. Gibson Library , effective June 9, 2021. It has been a pleasure working with a Board that is so committed to the preservation of this special library.

It will be exciting to observe the new programs to revitalize the Gibson Library. The upcoming construction project will further help to meet the changing needs of the community. Thank you for the support that City Council has provided the Charles W. Gibson Library over the years.

Sincerely,

  
Susan Beathe

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

**G. Strategic Issues for Discussion and/or Vote:**

**G.1 Approve Ordinance No. 451 New Water Rates & Charges- 3rd/Final Reading - Tabled until June 17, 2021.**

ORDINANCE NO. 451 OF THE CITY OF BUCKHANNON, AN ORDINANCE:

(1) AMENDING ORDINANCES NOS. 207, 228, 342, 369 AND 392 OF THE CITY OF BUCKHANNON, AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES AND CHARGES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON

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WHEREAS, the current rates and charges of the Water Board of the City of Buckhannon for providing water distribution services as were previously adopted by City Ordinances No. 207, 228, 342, 369, and 392 are presently insufficient to maintain the high quality of water distribution services offered by the Board and City to the residents of Buckhannon and surrounding Upshur County; and,

WHEREAS, the Board and City have not sought a water rate increase since 2016; and,

WHEREAS, the Board and City's cost of providing water distribution services has increased substantially since 2016; and,

WHEREAS, the City's opportunities to improve and maintain its water distribution operations are substantially impeded given current revenues realized from the collection of current rates and charges; and,

WHEREAS, the Public Service Commission of West Virginia has imposed new requirements on water systems related to financial reserves; and,

WHEREAS, the Buckhannon municipal water system's rates are currently within the top ten percent of the most affordable water rates in the State of West Virginia, with a ranking of 33<sup>rd</sup> out of the 367 water systems in the State of West Virginia; and,

WHEREAS, the Board and the City recently requested Smith, Cochran, Hicks, P.L.L.C., Certified Public Accountants of Charleston, West Virginia, to perform an independent rate study, which study was undertaken with recommendations being submitted to the Board and City, all as is evidenced by that certain written report dated April 8, 2021, tendered to both the Board and City; and,

WHEREAS, the Smith, Cochran, Hicks' report was presented by Todd F. Dingess, Certified Public Accountant with Smith, Cochran, Hicks, and discussed by the Water Board during a regularly convened, public meeting of the Board on April 8, 2021, the report urging the Board and City to adopt the rates recommended therein; and,

WHEREAS, the Water Board formally resolved during its regularly convened meeting of April 8, 2021 to immediately recommend to the City Council that the City increase Buckhannon's rates and charges for water distribution services pursuant to the aforesaid report of Smith, Cochran, Hicks, said proposed rate and charge schedule being hereinafter described and set forth pursuant to Article II hereof; and,

WHEREAS, the recommended rates, if adopted, would result in the Board's rates ranking 61<sup>st</sup> least expensive out of the 367 water systems in the State of West Virginia; and,

WHEREAS, the Council of the City of Buckhannon is authorized pursuant to the statutory provisions of Chapter 8, Article 13, Section 13, and Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, to impose by ordinance upon the users of water distribution services, such reasonable rates, fees and charges as shall be collected in the manner specified by ordinance; and,



WHEREAS, the Council of the City of Buckhannon deems the rates and charges proposed by the Water Board of the City of Buckhannon, and as are set out in the aforesaid April 8, 2021 Smith, Cochran, Hicks' report, and further which rates and charges are described and set forth pursuant to Article II hereof, to be just and reasonable; and,

WHEREAS, in addition to the newly proposed rates and charges included in the aforesaid Smith, Cochran, Hicks' report, the Water Board further moved to recommend the establishment of or increases in various administrative fees; and,

WHEREAS, the statutory provisions of Chapter 8, Article 11, Section 3, Paragraph (1), and Chapter 8, Article 13, Section 13 of the West Virginia Code, as amended, specifically provide that the collection of fees of any kind by a municipality shall be by ordinance; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia and further with the administrative rules and regulations of the Public Service Commission of West Virginia, hereinafter referred to as "PSC," insofar as the establishment of new water distribution rates and charges is concerned.

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

ARTICLE I - FINDINGS OF COUNCIL: The Council of the City of Buckhannon hereby makes the following findings:

(1) The current rates and charges of the Water Board of the City of Buckhannon for providing water distribution services as were previously adopted by City Ordinances No. 207, 228, 342, 369, and 392 are now, based upon the increased costs of providing services, insufficient to maintain the high quality of water distribution services offered by the Board and City to the residents of Buckhannon and surrounding Upshur County;

(2) The Board and City have not sought a water rate increase since 2016;

(3) The Board and City's cost of providing water distribution services has increased substantially since 2016;

(4) The Board and City's opportunities to improve and maintain the City's water distribution operations are substantially impeded given current revenues realized from the collection of current rates and charges;

(5) In addition to increased costs in providing water distribution services, the Board has committed various repairs, upgrades, and other expansion and improvements to the City of Buckhannon's Water Plant and water distribution system;

(6) Following the Board and City's request, Smith, Cochran, Hicks, P.L.L.C., Certified Public Accountants conducted an independent rate study respecting Buckhannon's water distribution operations, with findings and recommendations being set forth in a written report dated April 8, 2021;

(7) The Smith, Cochran, Hicks' report was presented by Todd F. Dingess, certified public accountant, during a regularly convened, public meeting of the Water Board also conducted on April 8, 2021;

(8) The Board formally moved and resolved during its April 8, 2021 meeting to recommend to the City Council that the City accept all rate recommendations of Smith, Cochran, Hicks, and that the City increase its rates and charges for water distribution services pursuant to the proposed rate and charge schedule described and set forth pursuant to Article II hereof;

(9) The Council considered the Board's recommendation together with the Smith, Cochran, Hicks' report during its regularly convened public meeting on April 15, 2021, and directed the drafting of the necessary authorizing Ordinance;

(10) The Council of the City of Buckhannon is authorized pursuant to the statutory provisions of Chapter 8, Article 13, Section 13, and Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, to impose by ordinance upon the users of water distribution services such reasonable rates, fees, and charges as shall be collected in the manner specified in the ordinance;

(13) The Council of the City of Buckhannon deems all rates and charges proposed by the Water Board of the City of Buckhannon to be just and reasonable;

(14) The statutory provisions of Chapter 8, Article 11, Section 3, Subsection (1), and Chapter 8, Article 13, Section 13 of the West Virginia Code, as amended, specifically provide that the collection of fees of any kind by a municipality shall be by ordinance; and,

(15) The Council of the City of Buckhannon desires in all respects to comply with all applicable statutes of the State of West Virginia and the rules and regulations of the PSC insofar as the establishment of new water distribution rates and charges is concerned.

ARTICLE II - RATE AND CHARGE SCHEDULE: The following rates and charges shall be paid for water distribution services offered by the Water Board of the City of Buckhannon, upon this Ordinance's effectuation (Note: paragraphs #(1) through (6) below, for all of current rates and post-August 1, 2021 rates, are monthly charges):

<u>TYPE OF CUSTOMER/SERVICE</u>	<u>CURRENT RATE</u> (pre-August 1, 2021)
(1) Users of 0 – 2,000 gallons of water:	\$6.51 / 1,000 gallons
(2) Users of 2,000 – 14,000 gallons of water:	\$6.27 / 1,000 gallons
(3) Users of 14,000 – 50,000 gallons of water:	\$5.62 / 1,000 gallons
(4) Users of more than 50,000 gallons of water:	\$2.59 / 1,000 gallons
(5) Minimum Monthly bill according to size of meter installed:	
(a) 5/8" meter or less	\$13.02
(b) 3/4" meter	\$19.53
(c) 1" meter	\$32.55
(d) 1&1/2" meter	\$65.10
(e) 2" meter	\$104.16
(f) 3" meter	\$195.30
(g) 4" meter	\$325.50
(h) 6" meter	\$651.00

NOTE: No minimum bill will be rendered for less than \$13.02 which is equivalent to 2,000 gallons of water used.

(6) Resale Customer(s): Resale customers shall pay a rate of \$1.76/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters.

(7) Delayed Payment Penalty: \*See note below.

(8) Tap/service connection fee: \*\*3/4" = \$750.00  
1" = \$1,000.00

Larger than 1" = at actual installation cost. Tap fees for fire service protection shall be the Board's actual cost of materials and labor to bring the connection to the customer's property line as set forth in the WV PSC's rules and regs.

(9) Disconnection/Reconnection service charge: \$50.00 per occurrence will be charged whenever the water is turned off for violations of rules, non-payment of bills or at the request of the customer for maintenance on the customer's side of the meter.

(10) Returned Check Charge: \*\*\*See note below.

(11) Leak adjustment: \*\*\*\*\$0.29/1,000 gallons

(12) Security Deposit: Not to exceed two-twelfths (2/12) of the annual estimated charge for residential service, or one-sixth (1/6) of annual estimated charge for commercial service, or \$50.00 whichever is greater.

(13) Private hydrant/fire protection fee: \$10.00 per month per hydrant and \$10.00 per fire service connection 4" or less. The monthly rate for each fire service connection greater than 4" is \$20.00.

(14) Meter & associated components damaged by customer (includes radio read components): At actual repair & installation cost.

(15) Re-reading of meter at customer request: \$25.00

Note: Any customer may request the Water Board to re-read the customer's water meter if the customer believes the meter reading was inaccurate. Any customer may request a meter re-reading once every 12 months at no charge to the customer. If any customer requests additional re-readings within any 12 month period, and the re-reading or re-readings substantiate that the initial reading was accurate, the customer then shall be charged \$25.00 for each additional re-reading. The customer shall not be charged if the initial reading is determined to have been inaccurate by more than five percent (5%).

(16) Meter test \$75.00

Note: Any customer may request the Water Board to test the customer's water meter to determine the meter's accuracy. The customer shall pay \$75.00 for the meter test in advance of the test. In accordance with Rule 6.5 of the PSC's Water Rules, if upon testing, the meter is determined to be more than two percent (2%) average in error, the meter test fee shall be promptly refunded to the customer. If the meter is not found to be more than two percent (2%) in error, the City shall retain the meter test fee advanced by the customer for the test.

(17) Meter reinstallation \$100.00

Note: In any event when a water meter is removed by the Water Board to prevent a customer from unlawfully obtaining water following a customer's service being disconnected by the Water Board for customer non-payment, the customer shall pay a water reinstallation fee of \$100.00 before the meter is reinstalled and water service is reinstated. This fee shall be in addition to any other reconnection fees.



\*Delayed Payment Penalty - The above schedule is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

\*\*Tap/service connection fee - This tap fee will be charged to all customers who apply for service outside of a certificate proceeding before the PSC for each new tap to the service.

\*\*\*Returned check charge - A service charge equal to the actual bank fee assessed but not to exceed \$25.00 will be imposed upon any customer whose check for payment of charges is returned by the customer's bank due to insufficient funds.

\*\*\*\*Leak adjustment - This amount shall be used when a bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such consumption above the customer's historical usage.

<u>TYPE OF CUSTOMER/SERVICE</u>	<u>NEW RATE (effective August 1, 2021)</u>
(1) Users of 0 – 2,000 gallons of water:	\$8.14 / 1,000 gallons (increase)
(2) Users of 2,000 – 14,000 gallons of water:	\$7.84 / 1,000 gallons (increase)
(3) Users of 14,000 – 50,000 gallons of water:	\$7.03 / 1,000 gallons (increase)
(4) Users of more than 50,000 gallons of water:	\$3.24 / 1,000 gallons (increase)
(5) Minimum Monthly bill according to size of meter installed:	
(a) 5/8" meter or less	\$16.28 (increase)
(b) 3/4" meter	\$24.41 (increase)
(c) 1" meter	\$40.69 (increase)
(d) 1&1/2" meter	\$81.38 (increase)
(e) 2" meter	\$130.20 (increase)
(f) 3" meter	\$244.13 (increase)
(g) 4" meter	\$406.88 (increase)
(h) 6" meter	\$813.75 (increase)
<u>NOTE:</u> No minimum bill will be rendered for less than \$16.28 which is equivalent to 2,000 gallons of water used.	
(6) Resale Customer(s):	Resale customers shall pay a rate of \$2.50/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters. (increase)
(7) Bulk Water Customer(s):	Bulk water customers shall pay the greater of the rate appearing above per thousand gallons purchased, or \$25.00. (new)
(8) Delayed Payment Penalty*:	See note below.

- (9) Tap/service connection fee\*\*: 3/4" = \$750.00 (unchanged)  
1" = \$1,000.00 (unchanged)  
Larger than 1" = at actual installation cost. Tap fees for fire service protection shall be the Board's actual cost of materials and labor to bring the connection to the customer's property line as set forth in the WV PSC's rules and regs. (unchanged)
- (10) Disconnection/Reconnection service charge: \$50.00 per occurrence will be charged whenever the water is turned off for violations of rules, non-payment of bills or at the request of the customer for maintenance on the customer's side of the meter. (unchanged)
- (11) Returned Payment Charge\*\*\*: See note below.
- (12) Leak adjustment\*\*\*\*: \$0.50/1,000 gallons (increase)
- (13) Security Deposit: Not to exceed two-twelfths (2/12) of the annual estimated charge for residential service, or one-sixth (1/6) of annual estimated charge for commercial service, or \$50.00 whichever is greater. (unchanged)
- (14) Private hydrant/fire protection fee: \$10.00 per month per hydrant and \$10.00 per fire service connection 4" or less. The monthly rate for each fire service connection greater than 4" is \$20.00. (unchanged)
- (15) Meter & associated components damaged by customer (includes radio read components): At actual repair & installation cost. (unchanged)
- (16) Re-reading of meter at customer request: \$25.00 (unchanged)
- Note: Any customer may request the Water Board to re-read the customer's water meter if the customer believes the meter reading was inaccurate. Any customer may request a meter re-reading once every 12 months at no charge to the customer. If any customer requests additional re-readings within any 12-month period, and the re-reading or re-readings substantiate that the initial reading was accurate, the customer then shall be charged \$25.00 for each additional re-reading. The customer shall not be charged if the initial reading is determined to have been inaccurate by more than five percent (5%).
- (17) Meter test \$75.00 (unchanged)
- Note: Any customer may request the Water Board to test the customer's water meter to determine the meter's accuracy. The customer shall pay \$75.00 for the meter test in advance of the test. In accordance with Rule 6.5 of the PSC's Water Rules, if upon testing, the meter is determined to be more than two percent (2%) average in error, the meter test fee shall be promptly refunded to the customer. If the meter is not found to be more than two percent (2%) in error, the City shall retain the meter test fee advanced by the customer for the test.
- (18) Meter reinstallation \$100.00 (unchanged)

Note: In any event when a water meter is removed by the Water Board to prevent a customer from unlawfully obtaining water following a customer's service being disconnected by the Water Board for customer non-payment, the customer shall pay a water reinstallation fee of \$100.00 before the meter is reinstalled and water service is reinstated. This fee shall be in addition to any other reconnection fees.

\*Delayed Payment Penalty - The above schedule is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

\*\*Tap/service connection fee - This tap fee will be charged to all customers who apply for service outside of a certificate proceeding before the PSC for each new tap to the service.

\*\*\*Returned payment charge - A service charge equal to \$25.00 will be imposed upon any customer whose check, EFT, ACH, or credit card payment of charges is returned by the financial institution processing payment.

\*\*\*\*Leak adjustment - This amount shall be used when a bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such consumption above the customer's historical usage.

ARTICLE III - AUTHORITY OF MAYOR TO PREPARE AND FILE ANY AND ALL REASONABLE OR NECESSARY APPLICATIONS, TARIFF MODIFICATIONS AND/OR OTHER DOCUMENTS WITH THE WEST VIRGINIA PUBLIC SERVICE COMMISSION: The Mayor of the City of Buckhannon is hereby expressly authorized to prepare and file, and/or cause to be prepared and filed, any and all necessary applications, tariff modifications and/or other documents with the West Virginia Public Service Commission, and generally to assure the City of Buckhannon's compliance with the West Virginia Public Service Commission's rules and regulations respecting water distribution operations by a municipality. The provisions of Ordinances No. 207, 228, 342, 369, 392 and/or any other ordinance provisions of the City of Buckhannon addressing water distribution services as provided by the City of Buckhannon or the Water Board of the City of Buckhannon, are hereby expressly amended pursuant to the provisions hereof.

ARTICLE IV - PREVIOUS WATER DISTRIBUTION ORDINANCES: Any and all other provisions of Ordinances No. 207, 228, 342, 369, 392 and/or any other ordinance provisions of the City of Buckhannon addressing water distribution services as provided by the City of Buckhannon or the Water Board of the City of Buckhannon, and not expressly amended pursuant to this Ordinance No. 451, shall be deemed to remain in full force and legal effect, except for those rates, charges, and ordinance provisions which are expressly amended hereby.

ARTICLE V - PUBLIC SERVICE COMMISSION AND WATER BOARD RULES AND REGULATIONS: This Ordinance is adopted by the City of Buckhannon with the express intention of complying with all rules and regulations of the West Virginia Public Service Commission. Notwithstanding the immediately aforesaid intention, this Ordinance shall not prohibit the Water Board of the City of Buckhannon from establishing, applying and/or amending from time to time, the Board's own rules and regulations which are not inconsistent with PSC rules and regulations,



and which Board-established rules and regulations are promulgated to facilitate the administration and operation of the City's water distribution system.

ARTICLE VI - SEVERABILITY: In the event that any provision(s) of this Ordinance is determined to be unconstitutional or invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically held to be unconstitutional or invalid other than that provision(s) which is specifically determined to be unconstitutional or invalid.

ARTICLE VII - EFFECTIVE DATE: Pursuant to Chapter 24, Article 2, Section 4b, Paragraph (b) of the West Virginia Code, as amended, this Ordinance shall be deemed effective immediately following forty-five (45) days from the third (3<sup>rd</sup>) reading, passage and adoption by the Council of the City of Buckhannon, i.e., August 1, 2021.

FIRST READING:	May 6, 2021
SECOND READING:	May 20, 2021
THIRD READING, PASSAGE AND ADOPTION:	June 17, 2021

Robert N. Skinner, III, Mayor

#### CERTIFICATE OF ENACTMENT

I, Randall Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 451 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on June 17, 2021.

Randall Sanders, City Recorder

#### **G.2 Approval Street Paving Bid Opening Results - Action taken earlier in the meeting.**

The City of Buckhannon will be accepting bids for the purchase and placing of Hot Mix Asphalt (HMA) and associated services in various locations within the corporation.

Bids will be received until Thursday, June 03, 2021 by 4:00 pm, at which time the bids will be opened and read aloud.

A complete bid packet may be obtained at Buckhannon City Hall, 70 East Main Street, Buckhannon, WV 26201 from 8:30 am to 4:30 pm, Monday –Friday.

Please direct all questions to the Jerry Arnold, Director of Public Works, at (304) 472-4443, ext. 1401

The City of Buckhannon has the right to reject any and all bids.

May 10, 2021

Re: City of Buckhannon  
Street Department  
Street Paving 06/03/2021  
Invitation to Bid Letter

To all Bidders,

The City of Buckhannon (City) would like to invite your company to submit a bid for the paving of various street surface areas.

The City is requesting that your company prepare sealed bid(s) to provide all labor & materials required for the tasks identified in the attached bid specifications.

Bidders must adhere to the following requirements:

1. Follow all listed specifications and ensure materials meet WVDOH Standards.
2. Provide all necessary documents (general liability insurance coverage, workers compensation coverage, and WV contractor's license).
3. Provide a bid bond in the amount of 10% of the total bid.
4. Bids must contain the attached Bid Cover Sheet, Bid Checklist, and be in a price per unit format.
5. Payment will be on a verified unit basis with documentation.
6. Ensure that all work will be completed by June 30, 2022.
7. All questions or comments will be addressed to Jerry Arnold, the Director of Public Works, at 304-472-1651 ext. 1401 or Brad Hawkins, Street Department Supervisor, at 304-642-1601 or Jay Hollen, City Engineer, at 304-472-1651 ext. 1006.

All bids for the above referenced equipment must be clearly marked on the outside of a sealed envelope as **"Sealed Bid for Paving Services"**.

Bids may be hand delivered to: Buckhannon City Hall at 70 East Main St. Buckhannon, WV or mailed to:

Attention: Jerry Arnold  
City of Buckhannon  
70 E. Main St.  
Buckhannon, WV 26201

All sealed bids must be received by 4:00 PM EST on June 3, 2021, at which time they will be publicly opened and read aloud.

The City of Buckhannon reserves the right to reject any and all bids.

**G.3 Approval Agreement WVWC to Display Art at the Colonial Theatre Gallery** - Tom O'Neill explained the procedure that took place developing the agreement and the purpose of the agreement.

**Motion to approve the Agreement WVWC to Display Art at the Colonial Theatre Gallery was made by Rylands/Bucklew. Discussion took place concerning the nature of the art being displayed by Council Member Thomas, and the security of the exhibit by Council Member Bucklew. Call for the question was made by the Mayor. Motion carried.**

ART EXHIBITION & LOAN AGREEMENT  
COLONIAL ARTS CENTER, THE CITY OF BUCKHANNON, WEST VIRGINIA

This Art Exhibition & Loan Agreement, The City of Buckhannon, West Virginia (hereinafter the "City") as Borrower, is entered into by \_\_\_\_\_ (hereinafter the "Lender") as the Lender, subject to the *Loaned Object(s) Description* and the *Terms and Conditions Governing Loan Agreement*.

EXHIBITION INFORMATION:

Exhibition Name: \_\_\_\_\_ Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Exhibition Location: \_\_\_\_\_ Deadline date for publicity materials: \_\_\_\_\_

Contact: \_\_\_\_\_ Email: \_\_\_\_\_ Ph: \_\_\_\_\_

LENDER:

Lender's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_ Email: \_\_\_\_\_ Ph: \_\_\_\_\_

SHIPPING:

Deadline date of arrival: \_\_\_\_\_ Return date: \_\_\_\_\_ Shipment via: \_\_\_\_\_

Address from which loaned object is to be shipped/picked up: \_\_\_\_\_

Address to which loaned object is to be shipped when exhibit is over: \_\_\_\_\_

Who arranges for shipping to: \_\_\_\_\_ Who pays: \_\_\_\_\_ Who is shipper: \_\_\_\_\_

Who arranges for return shipping: \_\_\_\_\_ Who pays: \_\_\_\_\_ Who is shipper: \_\_\_\_\_

INSURANCE:

City shall provide insurance coverage for loaned objects. Lender may request Certificate of Insurance. If Lender insured, Lender shall submit a certificate of insurance to City. See Terms and Conditions for additional information.

Insurance provided by Lender (Y/N): \_\_\_\_\_ Declared value: \_\_\_\_\_

Insurance provided by City (Y/N): \_\_\_\_\_ Declared value: \_\_\_\_\_

SPECIAL TERMS & CONDITIONS (use attachment if necessary):

\_\_\_\_\_

SIGNATURES:

The undersigned agree to the *Art Exhibition & Loan Agreement* and the *Terms and Conditions Governing the Loan Agreement*.

Signature Lender /Authorized Agent	Print Name & Title	Date
Signature City/Authorized Agent	Print Name & Title	Date

LOANED OBJECT(S) DESCRIPTION:

Artist: \_\_\_\_\_ Title/Date: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_ Insured Value: \_\_\_\_\_

Size: Height \_\_\_\_\_ X Width \_\_\_\_\_ X Depth \_\_\_\_\_

Do you own the copyright to the work (Y or N): \_\_\_\_ If not, who does: \_\_\_\_\_

Condition (use attachment if necessary): \_\_\_\_\_

Artist: \_\_\_\_\_ Title/Date: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_ Insured Value: \_\_\_\_\_

Size: Height \_\_\_\_\_ X Width \_\_\_\_\_ X Depth \_\_\_\_\_

Do you own the copyright to the work (Y or N): \_\_\_\_ If not, who does: \_\_\_\_\_

Condition (use attachment if necessary): \_\_\_\_\_

Artist: \_\_\_\_\_ Title/Date: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_ Insured Value: \_\_\_\_\_

Size: Height \_\_\_\_\_ X Width \_\_\_\_\_ X Depth \_\_\_\_\_

Do you own the copyright to the work (Y or N): \_\_\_\_ If not, who does: \_\_\_\_\_

Condition (use attachment if necessary): \_\_\_\_\_

Artist: \_\_\_\_\_ Title/Date: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_ Insured Value: \_\_\_\_\_

Size: Height \_\_\_\_\_ X Width \_\_\_\_\_ X Depth \_\_\_\_\_

Do you own the copyright to the work (Y or N): \_\_\_\_ If not, who does: \_\_\_\_\_

Condition (use attachment if necessary): \_\_\_\_\_

Artist: \_\_\_\_\_ Title/Date: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_ Insured Value: \_\_\_\_\_

Size: Height \_\_\_\_\_ X Width \_\_\_\_\_ X Depth \_\_\_\_\_

Do you own the copyright to the work (Y or N): \_\_\_\_ If not, who does: \_\_\_\_\_

Condition (use attachment if necessary): \_\_\_\_\_

Artist: \_\_\_\_\_ Title/Date: \_\_\_\_\_

Description of Artwork: \_\_\_\_\_ Insured Value: \_\_\_\_\_

Size: Height \_\_\_\_\_ X Width \_\_\_\_\_ X Depth \_\_\_\_\_

Do you own the copyright to the work (Y or N): \_\_\_\_ If not, who does: \_\_\_\_\_

Condition (use attachment if necessary): \_\_\_\_\_



TERMS & CONDITIONS GOVERNING LOAN AGREEMENT:

1. This "Terms & Conditions Governing Loan Agreement" and the attached "Art Exhibition & Loan Agreement" (collectively hereinafter the "Agreement") set forth the terms and conditions pursuant to which the lender indicated on the attached "Art Exhibition & Loan Agreement" (hereinafter the "Lender") will lend, and the City of Buckhannon, West Virginia (hereinafter the "City") will borrow, the artwork and/or other objects loaned by the Lender (hereinafter the "Loaned Object(s)").

2. The City shall exercise the same care with respect to the Lender's artwork as it does in the safekeeping of comparable works owned or cared for by the City.

3. If, at the request of the Lender, the Loaned Object(s) is/are to be returned to any address other than that to which the parties have previously agreed, the Lender shall pay any additional costs resulting from such change.

4. Unless otherwise agreed in writing, the City and the Lender agree that the costs associated with this Agreement, including, but not limited to, costs associated with insurance, shipping to and from the exhibition venue, packing, matting, and framing the Loaned Object(s) shall be borne by the City.

5. The method of shipment shall be agreed upon by both parties and shall be set forth on the attached "Art Exhibition & Loan Agreement". The Lender represents and warrants that the Loaned Object(s) is/are in such condition as to withstand the ordinary strains of packing, transport, and handling. The Lender shall ensure that the Loaned Object(s) is/are adequately and securely packed for the type of shipment agreed upon and the Lender shall transmit to the City any special instructions for unpacking and repacking the Loaned Object(s).

6. The Loaned Object(s) shall be insured as set forth in the attached "Art Exhibition & Loan Agreement". Pursuant to the attached "Art Exhibition & Loan Agreement", the City is required to insure the Loaned Object(s), the City shall insure the Loaned Object(s), in accordance with the terms and conditions of the City's Fine Arts Insurance policy, while the Loaned Object(s) are in transit and while they are in the City's care, custody, and control. The Lender shall provide the City with an itemized schedule describing the Loaned Object(s) and indicating their declared value. The City shall provide a certificate of insurance upon the Lender's request. Under the City's Fine Arts Insurance policy the Loaned Object(s) will be insured for their fair market value. In the event of a loss, it will be the Lender's responsibility to establish, to the satisfaction of the City's Fine Arts Insurance underwriter, that the declared value of the Loaned Object(s) is the fair market value of the Loaned Object(s). This can be done with appraisals, with documentation that provides proof of sale of similar items, and in other ways acceptable to the underwriter. In the case of long-term loans, it is the responsibility of the Lender to update insurance valuations.

7. The Lender may choose to use its own insurance for the period of the loan. If the Lender so chooses, the Lender must indicate this choice on the attached "Art Exhibition & Loan Agreement". The Lender acknowledges and agrees that the City will not accept responsibility for any errors or deficiencies in information furnished to the Lender's insurers or for any lapses in coverage. If, pursuant to the attached "Art Exhibition & Loan Agreement", the Lender is required to insure the Loaned Object(s), the Lender shall insure the Loaned Object(s) while in transit and for the entire loan period indicated on the attached "Art Exhibition & Loan Agreement". Prior to the shipment of the Loaned Object(s), the Lender shall provide to the City a certificate of insurance showing coverage for an amount not less than the declared value of the Loaned Object(s). The certificate of insurance must name the City of Buckhannon, West Virginia, as an additional insured. The Lender acknowledges and agrees that, if the Lender insures the Loaned Object(s), the Lender hereby waives its right of subrogation.

8. The Lender shall defend, indemnify, and hold the City, and the City's officers, employees, and agents, harmless from and against any and all liabilities, losses, expenses (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent that such liabilities, losses, expenses, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Lender, or the Lender's officers, employees, or agents.

10. THE LENDER ACKNOWLEDGES AND AGREES THAT IN NO EVENT WILL THE CITY BE LIABLE TO THE LENDER FOR DAMAGES IN EXCESS OF THE AMOUNT OF ANY INSURANCE RECOVERY FROM THE CITY'S FINE ARTS INSURANCE POLICY OR FOR ANY LOSS OR DAMAGE DUE TO CAUSES EXCLUDED FROM COVERAGE UNDER THE CITY'S FINE ARTS INSURANCE POLICY. THE LENDER FURTHER ACKNOWLEDGES AND AGREES THAT THE CITY WILL NOT BE

LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES OF ANY KIND ARISING OUT OF OR IN ANY WAY RELATED TO THIS AGREEMENT, WHETHER IN WARRANTY, TORT, CONTRACT, OR OTHERWISE, INCLUDING WITHOUT LIMITATION, LOSS OF PROFITS OR LOSS OF GOOD WILL, WHETHER OR NOT THE CITY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND WHETHER OR NOT SUCH DAMAGES WERE FORESEEABLE.

11. Unless the Lender notifies the City in writing to the contrary, it is understood that the Loaned Object(s) may be photographed by the general public.

12. Each Loaned Object shall remain in the City's care, custody, and control for the duration of the exhibition specified in the section titled "Exhibition Information" on the attached "Art Exhibition & Loan Agreement". If the legal ownership of a Loaned Object changes while the Loaned Object is in the City's care, custody, and control, the Lender must notify the City of this change in ownership and must notify the new owner that he or she will be required to establish his or her legal right to the Loaned Object in a manner satisfactory to the City.

13. The Lender acknowledges and agrees that the City has the sole discretion, for the duration of the loan period specified on the attached "Art Exhibition & Loan Agreement", to determine the duration for which, and the manner in which, the Loaned Object(s) may be exhibited and to determine which written and interpretive materials will accompany the Loaned Object(s) at the exhibition. The Lender further acknowledges and agrees that the City has the sole discretion to determine whether to exhibit the Loaned Object(s) and that the City is not obligated to exercise its rights under this Agreement or to exhibit or display the Loaned Object(s).

14. This Agreement shall be governed by and interpreted in accordance with the laws of the State of West Virginia excluding any laws that might direct the application of the laws of any other jurisdiction. The City and the Lender hereby consent to the jurisdiction of the courts in the State of West Virginia for the purpose of all actions arising under or in connection with this Agreement. The exclusive venue for all such actions will be the Circuit Court of Upshur County, West Virginia.

15. Should any provision of this Agreement be held unenforceable, the validity of the remaining provisions shall not be affected by such a holding.

16. Waiver or non-enforcement by either party of a provision of this Agreement shall not constitute a waiver or non-enforcement of any other provision or of any subsequent breach of the same or similar provision.

17. Nothing in this Agreement is intended to make any person or entity a third-party beneficiary of any right created by this Agreement or by operation of law.

18. The section numbers in this Agreement are for reference purposes only and shall not constitute a part of this Agreement or be deemed to limit or expand the scope of any provision of this Agreement or be used to interpret the construction of this Agreement.

19. The parties acknowledge and agree that the provisions of this Agreement shall not be construed against one party by reason of the rule of construction that a document is to be construed against the party who drafted that document.

20. This Agreement constitutes the entire agreement between the parties regarding the Loaned Object(s). No oral understanding or agreement not incorporated herein will be binding on either party. In the event of any conflict between this Agreement and any other writings, forms, or documents, the terms and conditions set forth in this Agreement shall supersede and control. The City and the Lender acknowledge and agree that this Agreement, and the terms and conditions set forth herein, may not be altered, changed, waived, or otherwise amended except as agreed upon in a writing signed by each party's authorized signatory.

21. Each signatory to this Agreement warrants, represents, and certifies that he or she is an authorized representative of his or her respective organization and that he or she holds the position and authority necessary to execute this Agreement. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed to be an original copy of this Agreement and all of which, when taken together, shall be deemed to constitute one and the same Agreement. If this Agreement is executed in counterparts, no signatory hereto shall be bound by this Agreement until all parties have executed a counterpart of this Agreement. Additionally, for purposes of this Agreement, a facsimile signature shall serve as an original.

22. Each party's signature on the attached "Art Exhibition & Loan Agreement" indicates that each party acknowledges and accepts the terms and conditions set forth in this Agreement including the attached "Art Exhibition & Loan Agreement" which is fully incorporated herein.
- G.4 Approval to Open Checking Account at Citizens Bank for the American Rescue Plan & Approval of Mayor & Director of Finance as Authorized Signatories & using \$500.00 to open the Account - Amby Jenkins explained what was necessary to open and secure a separate bank account for the American Rescue Funds and that the Mayor & Director of Finance should be approved as authorized signatories.
- Motion to approve opening a checking account at Citizens Bank for the American Rescue Plan & approval of Mayor & Director of Finance as authorized signatories & using \$500.00 to open the account was made by Sanders/Albaugh. Motion carried.
- State of West Virginia

John B. McCuskey

State Auditor

Office of the State Auditor

Local Government Services

200 West Main Street

Clarksburg, West Virginia 26301

Toll Free: (877) 982-9148

Telephone: (304) 627-2415

Fax: (304) 340-5090

www.wvsao.gov

May 6, 2021
- To All West Virginia: Mayors and City Clerks/Recorders
- American Rescue Plan Act of 2021
- State Auditor John B. McCuskey sees the forthcoming allocation of funds from the "American Rescue Plan Act of 2021" as a great opportunity to make some meaningful progress in West Virginia. He is dedicated to making sure our office is prepared to assist you in meeting your obligations in properly allocating and accounting for these funds. It is imperative that we all work together to make sure this money is spent in accordance with the regulations and guidelines that are attached to it. It is our understanding that these guidelines are still being established, and as we get them, we will be happy to forward them and our interpretations of them to you. Auditor McCuskey has set up a special team within our office to give rapid response to questions and concerns. To contact this team, we suggest you use this special email address: [covid19@wvsao.gov](mailto:covid19@wvsao.gov).
- In preparation of receiving and accounting for these funds, we have established Fund number 73 titled "American Rescue Plan Act 2021". This is a special fund that you are to use for only these particular moneys. The city council should take the necessary steps to setup this fund (and corresponding bank account) now in anticipation of the receipt of this money. You are required to maintain this money in both a separate fund and bank account. This money should in no way be comingled with any other funds.**
- One other area of concern we have is the level of assistance you will need in undertaking and completing any projects. We realize that with the scope of projects you may be considering, you may need special technical and professional assistance. We would encourage you to thoroughly check the credentials of anyone offering this type of service.
- Please know that we are here to work with you in meeting the needs of our constituents. Together we can make some great strides.
- Sincerely,
- 
- Ora L. Ash  
Deputy State Auditor  
Local Government Services

**G.5 Approval Resolution 2021-05 Property Purchase 65 E Main Street** - Amby explained the resolution to City Council.

**Motion to approve Resolution 2021-05 Property Purchase 65 E Main Street was made by Rylands/Albaugh. Motion carried. Roll Call Vote as follows:**

<b>Rylands - Yes</b>	<b>Bucklew - Yes</b>
<b>Thomas - Yes</b>	<b>Sanders - Yes</b>
<b>Reger - Yes</b>	<b>Skinner - Yes</b>
<b>Albaugh - Yes</b>	

RESOLUTION NO. 2021-05 OF THE COUNCIL OF THE CITY OF BUCKHANNON  
AUTHORIZING THE CITY'S ACCEPTANCE OF THE GENERAL WARRANTY DEED OF DEDICATION  
FROM WARREN DEBARR AND MARVIN WYATT, TRUSTEES, RESPECTING A LOT, TRACT, OR  
PARCEL OF LAND CONTAINING 11,426.25 SQUARE FEET, MORE OR LESS, ALL OF WHICH REAL  
ESTATE IS SITUATED ON EAST MAIN STREET, IN THE CITY OF BUCKHANNON, IN CORPORATION  
DISTRICT, UPSHUR COUNTY, WEST VIRGINIA

---

WHEREAS, a General Warranty Deed dated May 21, 2021, was presented to the Council of the City of Buckhannon during its regularly scheduled meeting of June 3, 2021, which said deed had been fully and properly executed and acknowledged by the Grantors thereto, i.e., Warren DeBarr and Marvin Wyatt, Trustees of Buckhannon Lodge No. 54, Knights of Pythias, and further which deed was tendered for acceptance by the City Council respecting that certain lot, tract or parcel of land containing approximately 11,426.25 square feet, more or less, and further which real estate is generally situated on East Main Street, in the City of Buckhannon, in Corporation District, Upshur County, West Virginia; and,

WHEREAS, the Council of the City of Buckhannon has agreed following full and formal consideration of the proposed conveyance of real estate during the June 3, 2021, meeting to accept the aforesaid General Warranty Deed from Warren DeBarr and Marvin Wyatt, Trustees, Grantors.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BUCKHANNON, AS FOLLOWS:

(1) That the Deed dated May 21, 2021, from Warren DeBarr and Marvin Wyatt, Trustees of Buckhannon Lodge No. 54, Knights of Pythias, to the City of Buckhannon, a West Virginia municipal corporation, respecting the real estate which is more particularly described in the aforesaid deed is hereby and in all respects accepted by the Council of the City of Buckhannon; and,

(2) That the Deed is specifically accepted by the Council of the City of Buckhannon in accordance with, and subject to the various terms and provisions of the aforesaid deed as the same are more particularly set forth therein; and,

(3) That this Resolution, or a copy thereof, shall be appended to, and made a part of the aforesaid Deed, to evidence the conveyance of the subject real estate to the City of Buckhannon, and to further evidence the formal acceptance by the Council of the City of Buckhannon of the same.

VOTE ON RESOLUTION

IN FAVOR

OPPOSED

(1)		_____
	Robert N. Skinner, III, Mayor	
(2)		_____
	Randall H. Sanders, Recorder	
(3)		_____
	Pamela M. Bucklew, Council Member	
(4)		_____
	Mary Albaugh, Council Member	
(5)		_____
	Jack Reger, Council Member	
(6)		_____
	J. David Thomas, Council Member	
(7)		_____
	Clifford J. Rylands, Council Member	

CERTIFICATE OF ADOPTION

I, Randall H. Sanders, City Recorder of the City of Buckhannon, a West Virginia, municipal corporation, do hereby certify that the foregoing Resolution 2021-05 was lawfully adopted by the Council of the City of Buckhannon during a regular meeting of the City Council convened at City Hall in Buckhannon, Upshur County, West Virginia, on June 3, 2021.

  
 \_\_\_\_\_  
 Randall H. Sanders, City Recorder

Without objection, G.7 Approval City Hall Landscaping was moved to the table for discussion/vote. Amby explained the quote from Highland Nursery that was for approximately \$5,000.

**Motion to approve a budget of approximately \$5,000 for landscaping services at City Hall was made by Reger/Rylands. Motion carried.**

**G.6 Approval Resolution 2021-06 Budget Revision #7 General Fund FY 2020/21 -** Amby explained the Resolution 2021-06 Budget Revision #7 General Fund FY 2020/21 to the Council.

**Motion to approve Resolution 2021-06 Budget Revision #7 General Fund FY 2020/21 was made by Thomas/Rylands. Motion carried. Roll Call Vote as follows:**

<b>Rylands - Yes</b>	<b>Bucklew - Yes</b>
<b>Thomas - Yes</b>	<b>Sanders - Abstained</b>
<b>Reger - Yes</b>	<b>Skinner - Yes</b>
<b>Albaugh - Yes</b>	

Sanders abstained as he is the Chairman of the WAMSB 2023 Event whose non-profit entity is receiving funding from this budget resolution.



RESOLUTION 2021-06

At a regular session of the municipal council, held June 3, 2021 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (GENERAL FUND) of the City of Buckhannon. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number #7, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by David Thomas, and duly seconded by C J Rylands the vote thereon was as follows:

MARY ALBAUGH	Mary Albaugh	Yes	or No
PAMELA BUCKLEW	Pamela Bucklew	Yes	or No
JACK REGER		Yes	or No
C J RYLANDS		Yes	or No
DAVID THOMAS		Yes	or No
RANDALL SANDERS		Yes	or No Abstain
ROBERT N SKINNER III	Robert Neal Skinner III	Yes	or No

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

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor  
West Virginia State Auditor's Office  
200 West Main Street  
Clarksburg, WV 26301  
Phone: 627-2415 ext. 5114  
Fax: 304-340-5090  
Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER  
Fiscal Year Ending 06/30/2021  
Fund: 1  
Revision Number: 7  
Pages: 1 of 1

Person To Contact Regarding Request:

Name: Amberle Jenkins  
Phone: 304-472-1651  
Fax: 304-472-0934  
Email: amby.jenkins@buckhannonwv.org

City of Buckhannon  
GOVERNMENT ENTITY

70 E Main St  
STREET OR PO BOX

Municipality  
Government Type

Buckhannon 26201  
CITY ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
399	Miscellaneous Revenues	576,782	30,000		606,782
305	Business and Occupation Tax	1,283,000	97,220		1,380,220
362	Charges to Other Entities	132,300	94,900		227,200
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES) 222,120

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
409	Mayor's Office	219,100	106,000		325,100
420	Engineering	6,500		500	6,000
439	Data Processing	35,000		3,000	32,000
440	City Hall	95,086	620		95,706
750	Streets and Highways	1,696,861	21,000		1,717,861
753	Snow Removal	10,000		6,000	4,000
907	Youth Program	406,919	104,000		510,919
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Expenditures 222,120

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

6/3/21



General Fund					
Budget Revision #7					
06/03/2021					
EXPENSES		budget	revision	Revised Budget	
					DataMax;CreditCard Fees;unexpected such as tax sale process fees
001-409-341-00	Mayor's office Supplies	\$51,300	\$6,000	\$57,300	
001-409-341-05	Events/firework	\$18,500	\$100,000	\$118,500	To WAMSB 501 contribution
001-420-221-00	Engineer Training	\$500	-\$500	\$0	
					Did not order computers
001-439-459-00	DATA Processing Capital	\$12,000	-\$3,000	\$9,000	
001-440-105-00	City Hall Janitor Insurance	\$2,400	\$520	\$2,920	
001-440-213-00	City Hall utilities	\$21,000	-\$5,000	\$16,000	
001-440-459-00	City Hall Capital	\$5,800	\$5,100	\$10,900	landscaping
001-750-213-00	Street Dept Utilities	\$22,800	\$1,000	\$23,800	new building
001-753-341-00	Snow Removal	\$10,000	-\$6,000	\$4,000	
					sidewalks lighting grant
001-750-458-08	Gateway West	\$144,913	\$20,000	\$164,913	
001-907-105-00	Stockert Group Insurance	\$40,000	-\$20,000	\$20,000	
001-907-356-00	Stockert Basketball	\$18,000	-\$15,000	\$3,000	No program 2021
					No expense for fund raising
001-907-366-00	Stockert Fund Raiser	\$5,000	-\$5,000	\$0	
001-907-459-00	Stockert Capital Outlay	\$20,000	\$144,000	\$164,000	Purchase of 65 E Main St
			\$222,120		
REVENUES					
001-399-000-00	Miscellaneous	574783	30000	\$604,783	
001-305-000-00	B&O Taxes	1188000	97220	\$1,285,220	
001-362-000-07	Stockert After School Fees	\$30,000	\$94,900	\$124,900	
			222120		

**G.7 Approval City Hall Landscaping - Action taken earlier.**

**G.8 Approval Recommendation Use of American Rescue Plan Funds for Water & Sanitary Projects** - City Engineer Jay Hollen reviewed the projects that are being proposed by the Buckhannon Sanitary Department and Buckhannon Water Department. Three scenarios were presented including the City paying for all projects proposed from the American Rescue Plan funds, which would cause an overrun of \$315,507.27, which will have to come from the City’s general fund and will prohibit us from investing in other needed infrastructure updates. If we eliminate the North Locust Street upgrade from the Sanitary Sewer Project and the Chlorine Alarm at the WTP and the Replacement of the Filter, Raw and Settled NTU from the proposal it would cause an overrun of \$5,043.69, which will have to come from the City’s general fund. If the County Commission were to join the city in one specific project being the Tennerton WST Rehabilitation and Pressurized Tanker Truck Rentals, we would come in under budget by \$78,361.48, allowing us to invest those dollars towards other infrastructure needs.

**Motion to approve the full package presented including the City paying for all projects proposed with funds from the American Rescue Plan Funds and the City’s General Fund, at a cost of \$2,698,412.54, was made by Rylands/Sanders. Motion carried.**

Allocated Money: \$2,382,905.27

Sanitary Sewer Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Taylor Street Upgrade	8,365	\$212,500.00	2.125	\$451,562.50	\$53.98
North Locust Street Upgrade	50	\$83,600.00	2.125	\$177,650.00	\$3,553.00

a.) Sanitary Sewer Subtotal: \$629,212.50

Storm Sewer Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Taylor Street Upgrade	311	\$256,000.00	2.125	\$544,000.00	\$1,749.20

b.) Storm Sewer Subtotal: \$544,000.00

c.) Sewer Projects Subtotal: \$1,173,212.50  
d.) Sewer Consultant Engineering Fees (@ 8.5%): \$99,723.06  
e.) Sewer Projects Total (c. + d.): \$1,272,935.56

Water Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Tennerton WST Rehabilitation	5,544	\$297,000.00	2.125	\$631,125.00	\$113.84
Pressurized Tanker Truck Rental	5,544	\$85,000.00	1	\$85,000.00	\$15.33
Tennerton BS Building	5,544	\$50,000.00	2.125	\$106,250.00	\$19.16
Chemical Feeders at WTP	22,241	\$150,000.00	1	\$150,000.00	\$6.74
Filter Media at WTP	22,241	\$12,000.00	2.125	\$25,500.00	\$1.15
Chlorine Alarm at WTP	4,000	\$15,000.00	2.125	\$31,875.00	\$7.97
Replace Filter, Raw and Settled NTU	22,241	\$50,000.00	1	\$50,000.00	\$2.25

f.) Water Subtotal: \$1,079,750.00  
g.) Water Consultant Engineering Fees (@ 9.3%): \$100,416.75  
h.) Water Projects Total (f. + g.): \$1,180,166.75

COB Projects Improvements (e. + h.): \$2,453,102.31  
Contingency (@ 10%): \$245,310.23  
Total COB Project Improvements: \$2,698,412.54

Overrun / Underrun: -\$315,507.27

No North Locust Street, Chlorine Alarms or NTU

Allocated Money: \$2,382,905.27

Sanitary Sewer Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Taylor Street Upgrade	8,365	\$212,500.00	2.125	\$451,562.50	\$53.98
North Locust Street Upgrade	50	\$0.00	2.125	\$0.00	

a.) Sanitary Sewer Subtotal: \$451,562.50

Storm Sewer Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Taylor Street Upgrade	311	\$256,000.00	2.125	\$544,000.00	\$1,749.20

b.) Storm Sewer Subtotal: \$544,000.00

c.) Sewer Projects Subtotal: \$995,562.50  
d.) Sewer Consultant Engineering Fees (@ 8.5%): \$84,622.81  
e.) Sewer Projects Total (c. + d.): \$1,080,185.31

Water Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Tennerton WST Rehabilitation	5,544	\$297,000.00	2.125	\$631,125.00	\$113.84
Pressurized Tanker Truck Rental	5,544	\$85,000.00	1	\$85,000.00	\$15.33
Tennerton BS Building	5,544	\$50,000.00	2.125	\$106,250.00	\$19.16
Chemical Feeders at WTP	22,241	\$150,000.00	1	\$150,000.00	\$6.74
Filter Media at WTP	22,241	\$12,000.00	2.125	\$25,500.00	\$1.15
Chlorine Alarm at WTP	4,000	\$0.00	2.125	\$0.00	\$0.00
Replace Filter, Raw and Settled NTU	22,241	\$0.00	1	\$0.00	\$0.00

f.) Water Subtotal: \$997,875.00  
g.) Water Consultant Engineering Fees (@ 9.3%): \$92,802.38  
h.) Water Projects Total (f. + g.): \$1,090,677.38

COB Projects Improvements (e. + h.): \$2,170,862.69  
Contingency (@ 10%): \$217,086.27  
Total COB Project Improvements: \$2,387,948.96

Overrun / Underrun: -\$5,043.69



City of Buckhannon  
American Recovery Plan  
Infrastructure Expenditure Projects - May 26, 2021  
Includes 50/50 Cost Sharing with the Upshur County Commission on Tennerton WST Project

Allocated Money: \$2,382,905.27

Sanitary Sewer Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Taylor Street Upgrade	8,365	\$212,500.00	2.125	\$451,562.50	\$53.98
North Locust Street Upgrade	50	\$83,600.00	2.125	\$177,650.00	\$3,553.00

a.) Sanitary Sewer Subtotal: \$629,212.50

Storm Sewer Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Taylor Street Upgrade	311	\$256,000.00	2.125	\$544,000.00	\$1,749.20

b.) Storm Sewer Subtotal: \$544,000.00

c.) Sewer Projects Subtotal: \$1,173,212.50  
d.) Sewer Consultant Engineering Fees (@ 8.5%): \$99,723.06  
e.) Sewer Projects Total (c. + d.): \$1,272,935.56

Water Projects	Number of Customers Served by Proposed Improvement	COB Cost	Contractor Multiplier	Estimated Cost	Improvement Cost Per Customer
Tennerton WST Rehabilitation	5,544	\$297,000.00	2.125	\$315,562.50	\$56.92
Pressurized Tanker Truck Rental	5,544	\$85,000.00	1	\$42,500.00	\$7.67
Tennerton BS Building	5,544	\$50,000.00	2.125	\$106,250.00	\$19.16
Chemical Feeders at WTP	22,241	\$150,000.00	1	\$150,000.00	\$6.74
Filter Media at WTP	22,241	\$12,000.00	2.125	\$25,500.00	\$1.15
Chlorine Alarm at WTP	4,000	\$15,000.00	2.125	\$31,875.00	\$7.97
Replace Filter, Raw and Settled NTU	22,241	\$50,000.00	1	\$50,000.00	\$2.25

f.) Water Subtotal: \$721,687.50  
g.) Water Consultant Engineering Fees: \$100,416.75  
h.) Water Projects Total (f. + g.): \$822,104.25

COB Projects Improvements (e. + h.): \$2,095,039.81  
Contingency (@ 10%): \$209,503.98  
Total COB Project Improvements: \$2,304,543.79

Overrun / Underrun: \$78,361.48

Eligible Uses of the Coronavirus State and Local Fiscal Recovery Funds

Supporting the public health response			
Services and programs to contain and mitigate the spread of COVID-19	<b>Examples:</b> <ul style="list-style-type: none"><li>• Vaccination programs</li><li>• Medical expenses</li><li>• Testing</li><li>• Contact tracing</li><li>• PPE purchases</li><li>• Enforcement of public health orders</li><li>• Support for vulnerable populations to access health services</li></ul>	<ul style="list-style-type: none"><li>• Public communication efforts</li><li>• Enhancement of healthcare capacity, including alternative care facilities</li><li>• Support for prevention, mitigation, or other services in congregate living facilities and schools</li><li>• Enhancement of public health data systems</li><li>• Isolation or quarantine Mental health treatment</li><li>• Ventilation improvements in key settings like healthcare facilities</li></ul>	<ul style="list-style-type: none"><li>• Substance misuse treatment</li><li>• Other behavioral health services</li><li>• Hotlines or warmlines</li><li>• Crisis intervention</li><li>• Services or outreach to promote access to health and social services</li><li>• Capital investments in public facilities</li><li>• Public health surveillance (e.g., monitoring for variants)</li></ul>
Services to address behavioral needs exacerbated by the pandemic			
Payroll and benefits for public health, healthcare, human services, public safety and similar employees.			
Addressing the negative economic impacts caused by the public health emergency			
Assistance to individuals and households, small businesses, and impacted industries, and	<b>Examples:</b> <ul style="list-style-type: none"><li>• Assistance to workers and families, including aid to unemployed workers and job training</li><li>• Replenishing unemployment insurance (UI) trust funds up to pre-pandemic levels.</li><li>• Survivor's benefits for family members of COVID-19 victims</li></ul>	<ul style="list-style-type: none"><li>• Support for small businesses, including investments in COVID-19 prevention and mitigation tactics</li><li>• Technical assistance and counseling programs to enable small businesses to rebound from the downturn.</li><li>• Investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations</li></ul>	<ul style="list-style-type: none"><li>• Economic relief programs, including Aid to households facing food, housing, or other financial insecurity.</li><li>• Recovery of tourism, travel, and hospitality sectors, as well as similarly impacted sectors</li><li>• Rehiring public sector staff</li></ul>
Enabling governments to rehire public sector staff and rebuild capacity.			
Loan, grant, and in-kind assistance			
Serving the hardest-hit communities and families			
Addressing disproportionate public health and economic impacts of the crisis on the hardest-hit communities, including health disparities.	<b>Examples:</b> <ul style="list-style-type: none"><li>• Services to address homelessness, including affordable housing development, housing vouchers, and residential counseling and housing navigation assistance</li><li>• Funding for community health workers and public benefits navigators</li></ul>	<ul style="list-style-type: none"><li>• New or expanded early learning services including new or expanded high quality childcare</li><li>• Additional resources to high-poverty school districts</li><li>• Tutoring or afterschool programs as well as services to address social, emotional, and mental health needs</li><li>• Promoting healthy childhood environments</li></ul>	<ul style="list-style-type: none"><li>• Home visiting programs for families with young children</li><li>• Enhanced services for child welfare-involved families and foster youth.</li><li>• Remediation of lead hazards</li><li>• Community violence intervention programs</li></ul>
Must be within a Qualified Census Tract (low income area designated by HUD) impacted by the pandemic			
Replacing lost public sector revenue			
Recipients may calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall.	<b>Additional background</b> <ul style="list-style-type: none"><li>• Recipients may presume that any decrease in actual revenue relative to the expected trend is due to the COVID-19 public health emergency.</li></ul>	<ul style="list-style-type: none"><li>• Analysis begins with the last full fiscal year prior to the public health emergency and projects forward at either the recipient's average annual revenue growth over the 3 full fiscal years prior to the emergency or</li></ul>	<ul style="list-style-type: none"><li>• Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a</li></ul>
Recipients will have broad latitude to use this funding to			

Eligible Uses of the Coronavirus State and Local Fiscal Recovery Funds			
support government services, up to the amount of lost revenue.		4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).	lagged impact of the crisis on revenues.
<b>Providing premium pay for essential workers</b>			
Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present	Examples:	<ul style="list-style-type: none"> <li>• Janitors and sanitation workers</li> <li>• Public health and safety staff</li> <li>• Truck drivers, transit staff, and warehouse workers</li> <li>• Third-party contractors</li> <li>• Social service and human services staff</li> <li>• Priority for low-income workers</li> <li>• Includes retrospective pay</li> </ul>	
Increases of 150% of total pay requires specific justification.	<ul style="list-style-type: none"> <li>• Staff at nursing homes, hospitals, and home-care settings</li> <li>• Workers at farms, food production facilities, grocery stores, and restaurants</li> <li>• Childcare workers, educators, and school staff</li> </ul>		
<b>Investing in water and sewer infrastructure</b>			
Allows recipients flexibility to identify projects that are the highest priority for their own communities.	Eligible projects under the EPA's Clean Water State Revolving Fund:	<ul style="list-style-type: none"> <li>• Water conservation, efficiency, and reuse</li> <li>• Watershed pilot projects</li> <li>• Energy efficiency</li> <li>• Water reuse</li> <li>• Security measures at publicly owned treatment works</li> <li>• Technical assistance</li> </ul>	Eligible projects under the EPA's Drinking Water State Revolving Fund:
Encourages strong labor standards	<ul style="list-style-type: none"> <li>• Construction of publicly owned treatment works</li> <li>• Nonpoint source</li> <li>• National estuary projects</li> <li>• Decentralized wastewater treatment systems</li> <li>• Stormwater</li> </ul>		<ul style="list-style-type: none"> <li>• Treatment</li> <li>• Transmission and distribution</li> <li>• Source</li> <li>• Storage</li> <li>• Consolidation</li> <li>• Creation of new systems</li> </ul>
<b>Investing in broadband infrastructure</b>			
Focus on unserved areas households and businesses.	Unserved areas include:	Strong network standards:	Eligible uses:
Prioritizes projects that achieve last-mile connections	<ul style="list-style-type: none"> <li>• Areas lacking 25 Mbps download and 3 Mbps upload.</li> </ul>	<ul style="list-style-type: none"> <li>• Encourages recipients to build networks with reliable 100 Mbps download and 100 Mbps upload, including fiber, unless impracticable due to topography, geography, or financial cost.</li> </ul>	<ul style="list-style-type: none"> <li>• Deployment of broadband infrastructure</li> <li>• Assistance to households to support internet access</li> <li>• Digital literacy efforts</li> </ul>
Prioritizes projects with strong download/upload speeds			
<b>Ineligible Uses</b>			
May not use funding to directly or indirectly offset a reduction in net tax revenue	Additional background:	<ul style="list-style-type: none"> <li>• Deposit is defined as an extraordinary contribution to a pension fund for the purpose of reducing accrued, unfunded liability</li> <li>• While recipients may not deposit funds to pension funds, funds may be used for routine payroll contributions</li> </ul>	<ul style="list-style-type: none"> <li>• Other ineligible uses include debt service, legal settlements, and deposits to rainy day funds or financial reserves, and general infrastructure spending beyond water, sewer, &amp; broadband</li> </ul>
May not use funding to make a deposit to a pension fund.	<ul style="list-style-type: none"> <li>• If cutting taxes, recipients must demonstrate how they paid for the tax cuts from other sources</li> <li>• Other sources include revenue-raising, spending cuts, or higher revenue due to economic growth</li> </ul>		
Other ineligible uses			

**G.9 Approval of the American Rescue Plan Checklist of Agreements & Procedures -** Amby Jenkins and Tom O'Neill explained the various paperwork that will have to be executed and signed by the Mayor regarding the agreements & procedures of the American Rescue Plan to properly secure the funding.

**Motion to authorize the Mayor to work with the Director of Finance and the City Attorney and then sign the necessary documentation, agreements & procedures for the American Rescue Plan was made by Albaugh/Reger. Motion carried.**

CORONAVIRUS LOCAL FISCAL RECOVERY FUND:  
NONENTITLEMENT UNIT OF LOCAL GOVERNMENT

CHECKLIST FOR REQUESTING INITIAL PAYMENT

U.S. DEPARTMENT OF THE TREASURY

The American Rescue Plan Act of 2021 (ARPA) appropriates \$19.53 billion to States for distribution to tens of thousands of nonentitlement units of local government (NEUs), which are local governments typically serving a population under 50,000. The ARPA directs the Department of the Treasury (Treasury) to make payments to each State for distribution to NEUs within the State. Treasury has published additional guidance around the distribution process to NEUs.

Once payment from Treasury has been received, states will have 30 days to disburse payments to NEUs unless an extension is requested. States will issue further instructions on how NEUs can request their first distribution from the state. As this allocation and distribution process moves forward, NEUs with questions about the payment process should consult their state government.

Preparing to Request Funding

There are a few steps you can take now to prepare to request funding from your state, including:

- ✓ Obtain or confirm your local government’s valid [DUNS](#) number
- ✓ Gather your local government’s payment information:
  - Local government name, Entity’s Taxpayer Identification Number, DUNS number, and address
  - Authorized representative name, title, and email
  - Contact person name, title, phone, and email
  - Financial institution information (e.g., routing and account number, financial institution name and contact information)
- ✓ Confirm your local government’s top-line budget total (defined as your local government’s total annual operating budget, including the general fund and other funds, in effect as of January 27, 2020)
- ✓ Review award terms and conditions agreement (as provided by Treasury to be signed)
- ✓ Review assurances of compliance with Title VI of the Civil Rights Act of 1964 (as provided by Treasury to be signed)

Requesting Funding

Please follow your state’s instructions on how to request funding through the state. Please have the above information ready. An authorized representative should also be ready to sign documents, including:

- ✓ Award terms and conditions agreement
- ✓ Assurances of compliance with Title VI of the Civil Rights Act of 1964

After Requesting Funding



After submitting your request for funding to your state, please retain the documents and information above for your first report. Additional reporting instructions should be forthcoming. If your local government is not registered in SAM.gov, please do so as soon as possible after receiving the award.

You will be asked for the following information in your first report to Treasury, among others:

- ✓ NEU Recipient Number (a unique identification code for each NEU assigned by the state to the NEU as part of the request for funding)
- ✓ Copy of signed award terms and conditions agreement
- ✓ Copy of signed assurances of compliance with Title VI of the Civil Rights Act of 1964
- ✓ Copy of actual budget documents validating the top-line budget total provided to the state as part of the request for funding

**H. Comments and Announcements**

- **Council Member Albaugh** - Nothing further.
- **Council Member Bucklew** - Mrs. Bucklew congratulated Jonathan Clutter, owner of the Mountain State Pet Crematory, which is opening for business tomorrow.
- **Council Member Rylands** - Nothing further.
- **Council Member Thomas** - Nothing further.
- **Council Member Reger** - Nothing further.
- **City Recorder Sanders** - Nothing further.

**I. Mayor’s Comments and Announcements** - Nothing further.

**J. Adjournment**

**Motion to adjourn at 9:15 PM was made by Thomas/Albaugh. Motion carried.**

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

**City Recorder Randall H. Sanders** \_\_\_\_\_