

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

A regular meeting of the Buckhannon City Council was held on Thursday, May 06, 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	Absent
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
BFD	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	Absent
MyBuckhannon.com	Beth Christian Broschart	Present

Guests: See B.1

*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, May 6, 2021***

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- A. Call to Order**
  - A.1 Moment of Silence
  - A.2 Pledge to the Flag of the United States of America
  - A.3 Mayor's Greetings
- B. Recognized Guests**
  - B.1 Volunteer Fire Department: Travis Dean, Glen Davis & Brian Chidester
- C. Department & Board Reports**
  - C.1 Public Works Director- Jerry Arnold
  - C.2 Finance Director- Amberle Jenkins
  - C.3 Fire Chief- JB Kimble
  - C.4 City Attorney- Tom O'Neill
- D. Correspondence & Information**
  - D.1 Letter of Support from Volunteer Fire Department RE: Proposal to hire three additional paid staff for BFD
  - D.2 FOIA Request- Steve Cantler RE: List of Bidders & Results for Cemetery Mowing
  - D.3 Quitclaim Deed Pamela Perrine 15 Cleveland Avenue
  - D.4 Report of Cat & Dog Activity –Upshur County Commission-March 2021
  - D.5 FEMA Emergency Power Generators Hazard Mitigation Project Grant No. 1 Bid Opening Results
  - D.6 Letter to Community Care of WV RE: Flood Door Installation Requirements located at 34 &36 N Kanawha St
- E. Consent Agenda**
  - E.1 Approval of Minutes -Regular Meeting 04/15/2021 & Special Meeting 04/20/2021
  - E.2 Approval of Building and Wiring Permits
  - E.3 Approval of Payment of the Bills
  - E.4 Approval Resignation of Alisa Lively from the Police Civil Service Commission (Chamber of Commerce Appointment)
  - E.5 Approval Resignation of Sean Harris from the Buckhannon Planning Commission
  - E.6 Approval Appointment of Sean Harris to the Police Civil Service Commission (Chamber of Commerce Appointment)
- F. Strategic Issues for Discussion and/or Vote**
  - F.1 Discussion/Possible Action Resolution No. 2021-04 Acceptance of the Quitclaim Deed from Pamela Perrine 15 Cleveland Avenue
  - F.2 Approval Indemnification Agreement with USI Insurance & WVPEIA
  - F.3 Discussion Board Vacancies: Planning Commission, BU Airport Authority, Buckhannon River Water Shed Association & Fire Department Accreditation Policy Review Committee
  - F.4 Discussion/Possible Action WAMSB Funding Allocation
  - F.5 Discussion/Possible Action Property Purchase 65 E Main Street RE: Deed & Resolution No. 2021-05
  - F.6 Discussion/Possible Action Process to Increase Water Rates as recommended by the Water Board RE: Ordinance No. 451
- G. Comments and Announcements**

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

G.6 Randall Sanders

## H. Mayor's Comments and Announcements

### I. Adjournment

Posted 05/03/2021 REVISED 05/04/21 Next Regular Scheduled City Council Meeting Thursday, May 20, 2021

### A. Call to Order - Mayor Robbie Skinner called the meeting to order.

**A.1 Moment of Silence** – Mayor Skinner asked all present to join him in a Moment of Silence keeping all those involved in the Adrian Apartment Complex fire earlier today in our thoughts and prayers.

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

### B. Recognized Guests

**B.1 Volunteer Fire Department: Travis Dean, Glen Davis & Brian Chidester** - Mayor Skinner recognized members of the Buckhannon Volunteer Fire Department including the President of the VFD, Lt. Travis Dean, Captain Glen Davis, and Lt. Brian Chidester who spoke about the City's consideration of hiring three additional paid firefighters as members of the Buckhannon Fire Department. Referencing a letter from the Volunteers in our Council packet, they confirmed that a recent vote by the Buckhannon Volunteer Fire Department Officers and Members was unanimous in favor of the hiring. The three participated in a Q & A with the Council which included the struggles with finding and retaining volunteers for the departments not only in our area but across the country. All Council members thanked the Buckhannon VFD Members for their appearance today and for their service to our community.

April 28, 2021

Buckhannon City Council  
70 East Main Street  
Buckhannon, WV 26201

Dear City Council Members,

It is my pleasure to write this letter in support of the proposal to hire three additional paid staff for the Buckhannon Fire Department. My name is Travis Dean and I am the current President of the Volunteer staff. I am writing on behalf of the Buckhannon Fire Department's Volunteer Officers and Members.

On 8 April 2021, during our monthly meeting, we brought this issue to all members for discussion and voting. The proposal for supporting this decision was voted on and passed with 100% in favor of hiring three additional paid staff for the BFD. Additional firefighters would be a great benefit for our community. Our fire department helps treat the sick and/or injured, reports to car accidents, assists in hazardous material spills and much more.

So in conclusion, the Buckhannon Fire Department Volunteer Officers and Members, fully support the hiring of three additional paid staff members and are willing to do what is needed to support this decision.

Sincerely,



Travis Dean  
President of the Buckhannon  
Fire Department - Volunteer Staff

### C. Department & Board Reports

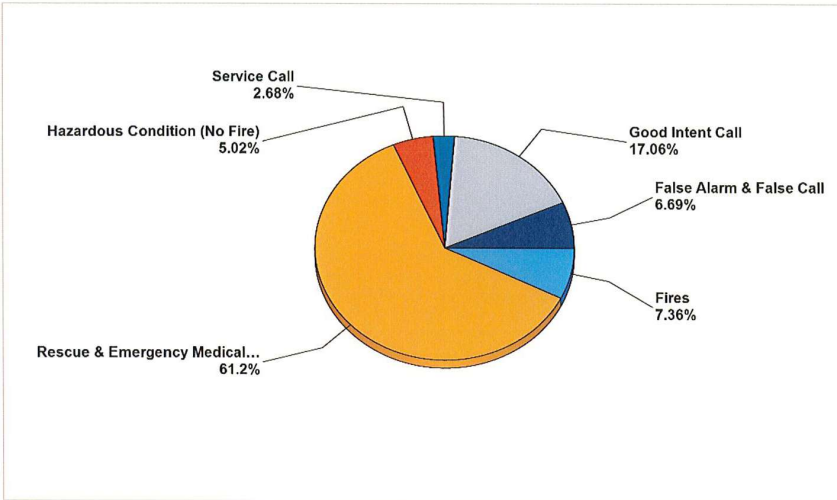
Without objection, the Mayor moved C.3 Fire Chief- JB Kimble's appearance forward so that the Chief could provide his report first.

**C.3 Buckhannon Fire Department - Chief JB Kimble** - The Mayor recognized Chief Kimble, who reported that for the first time in his career he was involved in a fire (the Adrian Apartment Complex fire earlier in the day) where the call went out for all available firefighters in the area to respond. He recounted some of the more difficult issues that were faced dealing with this fire event. He also reported on the fire at Kroger just the day before which could have been so much worse had it not been for the proper training of our firefighters. The Chief then went over his

report which included the following topics:

- Monthly Activity
- YTD Activity
- WV Strawberry Festival
- New Truck Update
- Training
- ISO Class Update and Re-Evaluation Notification
- Civil Service Update
- Accreditation Meeting
- Council/Commission Appointments to the Fire Department Accreditation Policy Review Committee

Breakdown by Major Incident Types for Date Range  
Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 03/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	22	7.36%
Rescue & Emergency Medical Service	183	61.2%
Hazardous Condition (No Fire)	15	5.02%
Service Call	8	2.68%
Good Intent Call	51	17.06%
False Alarm & False Call	20	6.69%
TOTAL	299	100%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	6	2.01%
113 - Cooking fire, confined to container	2	0.67%
114 - Chimney or flue fire, confined to chimney or flue	2	0.67%
122 - Fire in motor home, camper, recreational vehicle	1	0.33%
131 - Passenger vehicle fire	3	1%
141 - Forest, woods or wildland fire	1	0.33%
142 - Brush or brush-and-grass mixture fire	7	2.34%
311 - Medical assist, assist EMS crew	25	8.36%
321 - EMS call, excluding vehicle accident with injury	99	33.11%
322 - Motor vehicle accident with injuries	17	5.69%
324 - Motor vehicle accident with no injuries.	39	13.04%
331 - Lock-in (if lock out , use 511 )	1	0.33%
350 - Extrication, rescue, other	2	0.67%
412 - Gas leak (natural gas or LPG)	3	1%
413 - Oil or other combustible liquid spill	1	0.33%
424 - Carbon monoxide incident	1	0.33%
440 - Electrical wiring/equipment problem, other	1	0.33%
444 - Power line down	4	1.34%
445 - Arcing, shorted electrical equipment	2	0.67%
462 - Aircraft standby	3	1%
511 - Lock-out	3	1%
522 - Water or steam leak	1	0.33%
553 - Public service	1	0.33%
561 - Unauthorized burning	3	1%
611 - Dispatched & cancelled en route	40	13.38%
622 - No incident found on arrival at dispatch address	7	2.34%
651 - Smoke scare, odor of smoke	4	1.34%
710 - Malicious, mischievous false call, other	1	0.33%
731 - Sprinkler activation due to malfunction	2	0.67%
733 - Smoke detector activation due to malfunction	3	1%
735 - Alarm system sounded due to malfunction	2	0.67%
736 - CO detector activation due to malfunction	2	0.67%
741 - Sprinkler activation, no fire - unintentional	1	0.33%
743 - Smoke detector activation, no fire - unintentional	4	1.34%
745 - Alarm system activation, no fire - unintentional	5	1.67%
TOTAL INCIDENTS:	299	100%

Incident Count for Zone for Date Range  
Zone: All Zones | Start Date: 01/01/2021 | End Date: 03/31/2021

ZONE	NUMBER OF CALLS
Adrian - Mutual Aid - Adrian	10
Belington - Mutual Aid - Belington	3
City Limits - City Limits	186
Ellamore - Mutual Aid - Ellamore	6
First Due - First Due Response Area	75
Philippi - Mutual Aid - Philippi	1
Warren Dist. - Mutual Aid - Warren District	10
Wash. Dist. - Mutual Aid - Washington District	4
Weston - Mutual Aid - Weston	4
TOTAL:	299

**C.1 Public Works Director- Jerry Arnold** – Mr. Arnold was recognized by the Mayor and he then went over his report which included the following:

**Director:**

- I have been working with Region VII on the submission of 2 - intent to apply for grant funds for walk trail extension ROW acquisition and design for sidewalks on Morton Avenue and North Locust Street.
- We were unable to install the geo-grid material in Jawbone Park because of the wet conditions and will complete it after the festival.
- I have been working on preparing a sidewalk project on Smithfield to address areas where we no longer have curbs.
- I am transferring one of our Waste Department employees to the Street Department and have an advertisement to hire for Waste Department.
- Vince, Brad, and I met with Chip Pickering, and WVWC representatives regarding the installation of the Solar Farm. Jay is reviewing layout plans and making comments.

**Street:**

- We will continue to set light poles on GGW.
- Installing another Green Space area on Main Street.
- We will be setting up and assisting in the WV Strawberry Festival Events next week.
- We have prepared the parks and playgrounds.
- We have hired a park attendant.

**Sewer:**

- Continue to work on the North Spring Street project. Both crews are working on the job. Crew 1 is installing a storm sewer up North Spring Street and crew 2 is installing a new sewer line in the alley to tie into the new North Spring Street sewer line.

**Water:**

- Continue to work on hydrants and have pulled the second raw water pump to be rebuilt.

**Waste:**

- Jeff Wamsley will be retiring June 4<sup>th</sup> so if you see him wish him well.

**Engineer:**

- Tennerton Booster Station – Have staked out the approximate location of the property acquisition for review by the Water Department. I believe that the area to be acquired is sufficient. Once the property is reviewed, the Water Department will need to contact a surveyor to have the property corners set. Owner has agreed to donate the required property needed for the new Tennerton Booster Station site. Will be working with the Water Department to GPS locate the preliminary property corners. Will be working with Tom O'Neill to provide proposed deed and plat documents for the Owner to review within the few months.
- US EPA Risk Assessment and Emergency Response Plan – Continuing to work on the R&R Plan for submission. The 75% draft plan will be submitted to the Water Department for review and comments within the next two weeks. JH Consulting will prepare and submit the Emergency Response Plan on behalf of the Water Department once the R&R Plan has been submitted. The R&R and EOP plans are required because of the America's Water Infrastructure Act (AWIA).
- FEMA Generator Hazard Mitigation Grant No. 1 – Bid opening was held on April 15, 2021. Three contractors bid on the project. The project came in almost 28% over budget. I have been in contact with FEMA and the WVEMD numerous times over the past two weeks seeking a resolution.



Per a conversation on April 30, 2021, the WVEMD requested that a new Benefit Cost Analysis (BCA) be conducted on the grant using the bid opening results to determine if the overrun budget is still cost effective. Began the new BCA analysis on April 30, 2021 and plan to submit the requested information to both FEMA and the WVEMD this week.

A Q & A took place with the Council and Mr. Arnold on various topics.

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

Amby Council report 5-5-21			
Balances April 30, 2021			
General Fund mm checking	\$1,111,875	CD \$85,911	
Historic Landmark savings	\$3,025		
Fire truck savings	\$38,348		
Stockert Youth Center Capitol Campaign		\$428,053 + 12,000 pledge =\$440,053	
Coal Tax	\$55,918		
Municipal Stabilization Fund	\$814,695		
Flood Control Acct	\$9,390		
Consolidated Public Works Board	\$189,235		
Sales Tax	\$1,680,627	We received \$430,077 for the 1 <sup>st</sup> Q 2021 disbursements.	

April Revenues \$523.657, Rents from the utilities board were received \$30,000,

Expenses \$505,551

We are working to close out a couple of grants; REAP (recycling grant) from 2019 for \$50,000 that assisted the Waste Board in purchasing a hook lift truck for recycling

And The PATH (physical activities) form 2019 for \$5000 to place signage and markings for 5K routes. We are also purchasing a water fountain/bottle filling station for Jawbone Park.

The part time park attendant started work today and another part time labor position was hired this week to help the horticulturist.

5-04-2021 07:31 PM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: APRIL 30TH, 2021				
001-GENERAL FUND		% OF YEAR COMPLETED: 83.33				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
001-301-000-01 AD VALOREM TAXES	897,802	109,161.99	855,977.60	0.00	31,824.40	96.42
001-301-000-02 PRIOR YEAR TAXES	25,000	3,232.20	63,642.68	0.00 (	38,642.68)	254.57
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	24,517.12	188,935.55	0.00	51,064.45	78.72
001-305-000-00 B & O TAX	1,188,000	189,583.41	1,249,448.66	0.00 (	61,448.66)	105.17
001-305-000-01 B&O CONTRACTORS	95,000	3,504.63	51,955.58	0.00	43,044.42	54.69
001-306-000-00 LIQUOR TAX	75,000	0.00	70,642.39	0.00	4,357.61	94.19
001-307-000-00 ANIMAL CONTROL TAXES	1,100	21.60	982.80	0.00	117.20	89.35
001-308-000-00 HOTEL MOTEL TAX	135,600	7,015.63	80,534.13	0.00	55,065.87	59.39
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES	2,657,502	337,036.58	2,571,121.37	0.00	86,380.63	96.75
FINES AND FEES						
001-320-000-00 COURT COSTS, FEES & CHARG	25,000	2,298.00	19,275.00	0.00	5,725.00	77.10
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	800.00	6,640.00	0.00 (	640.00)	110.67
001-320-000-03 POLICE/FINGERPRINT REVENU	100	5.00	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	3,103.00	27,180.00	0.00	4,420.00	86.01
LIC PERMITS & FRANCHISE						
001-325-000-00 CITY BUSINESS LICENSE	17,000	220.00	18,444.50	0.00 (	1,444.50)	108.50
001-326-000-00 BUILDING PERMIT FEES	35,000	16,928.19	48,692.91	0.00 (	13,692.91)	139.12
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	12,737.07	54,930.62	0.00	14,069.38	79.61
001-330-000-00 IRP TRUCK FEE	40,000	0.00	37,497.65	0.00	2,502.35	93.74
TOTAL LIC PERMITS & FRANCHISE	161,000	29,885.26	161,565.68	0.00 (	565.68)	100.35
OTHER FEES						
001-340-000-00 DONATION THEATRE UTLBILL	9,600	10.00	5,265.00	0.00	4,335.00	54.84
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	30,000.00	30,000.00	0.00	0.00	100.00
TOTAL OTHER FEES	39,600	30,010.00	35,026.07	0.00	4,573.93	88.45
HEALTH AND SAFETY						
001-351-000-00 POLICE PROTECTION FEES	75,000	6,212.48	62,022.70	0.00	12,977.30	82.70
001-352-000-00 FIRE PROTECTION FEES	152,000	12,660.19	125,933.52	0.00	26,066.48	82.85
TOTAL HEALTH AND SAFETY	227,000	18,872.67	187,956.22	0.00	39,043.78	82.80
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	220.00	2,111.50	0.00	388.50	84.46
001-362-000-02 SYC CAMP BUCANNEER FEES	18,200	0.00	5,470.00	0.00	12,730.00	30.05
001-362-000-03 SYC DRILL TEAM FEES	5,000	1,180.00	3,350.84	0.00	1,649.16	67.02
001-362-000-04 SYC BASKETBALL FEES	20,000	0.00	1,304.00	0.00	18,696.00	6.52

5-04-2021 07:31 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	30.00	330.00	0.00	5,670.00	5.50
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	12,916.00	113,092.90	0.00 (	83,092.90)	376.98
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	40.00	10,507.80	0.00 (	8,507.80)	525.39
001-362-000-10 SYC KARATE FEES	1,000	450.00	2,095.00	0.00 (	1,095.00)	209.50
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	1,375.00	0.00	625.00	68.75
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	15,001.00	164,912.04	0.00 (	32,612.04)	124.65
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	3,579.20	15,781.93	0.00	841,607.07	1.84
001-365-000-36 FEMA GRANT #1 GENERATOR	1,070,661	2,507.53	5,119.52	0.00	1,065,541.48	0.48
001-366-000-00 POLICE DEPT. - GRANTS	23,000	687.69	11,000.64	0.00	11,999.36	47.83
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	6,774.42	242,441.58	0.00	1,961,382.42	11.00

5-04-2021 07:31 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2021

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	3,963.83	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	75,000.00	150,000.00	0.00	804,440.00	15.72
001-370-000-00 LATE CHARGES - GEN FUND	200	50.57	174.93	0.00	25.07	87.47
TOTAL INTRAFUND CONTR/CHARGES	962,640	79,014.40	154,138.76	0.00	808,501.24	16.01
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	11,200	0.00	5,968.82	0.00	5,231.18	53.29
001-377-000-00 RECRD CAPITAL TRMS 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	0.00	475.91	0.00 (	75.91)	118.98
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	25.00	11,480.36	0.00 (	7,480.36)	287.01
001-382-000-00 REBATES-REFUNDS PCARD	3,500	0.00	3,635.91	0.00 (	135.91)	103.88
001-394-000-00 POLICE FORFEITURE CONFISC	0	176.55	480.55	0.00 (	480.55)	0.00
001-397-000-00 VIDEO LOTTERY	17,000	0.00	16,112.04	0.00	887.96	94.78
001-399-000-00 MISCELLANEOUS REVENUE	533,046	3,758.64	941,511.01	0.00 (	408,465.01)	176.63
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	571,146	3,960.19	979,664.60	0.00 (	408,518.60)	171.53
TOTAL REVENUE	6,986,612	523,657.52	4,524,006.32	0.00	2,462,605.68	64.75

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ECONOMIC DEVELOPMENT						
CONTRIBUTIONS						
001-402-567-00 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	2,500.00	0.00	500.00	83.33
001-409-103-00 MAYOR'S ASSISTANT SALARY	38,000	1,756.03	17,104.46	0.00	20,895.54	45.01
001-409-104-00 MAYOR'S F.I.C.A.	3,200	152.59	1,491.03	0.00	1,708.97	46.59
001-409-105-00 MAYOR'S INSURANCE	33,100	1,137.30	17,524.92	0.00	15,575.08	52.95
001-409-106-00 MAYOR'S RETIREMENT	2,400	133.53	1,504.02	0.00	895.98	62.67
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	79,700	3,429.45	40,124.43	0.00	39,575.57	50.34
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	3,000	195.98	2,104.25	0.00	895.75	70.14
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	10,000	785.79	8,842.12	0.00	1,157.88	88.42
001-409-220-00 MAYOR'S LEGAL PUBLICATION	5,000	0.00	1,820.88	0.00	3,179.12	36.42
001-409-222-00 MAYOR'S DUES	1,500	0.00	1,115.02	0.00	384.98	74.33
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	291.24	978.30	0.00	521.70	65.22
TOTAL CONTRACTUAL SERVICES	27,000	1,273.01	19,645.57	0.00	7,354.43	72.76
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	51,300	4,443.12	51,475.38	0.00 (	175.38)	100.34
001-409-341-05 EVENT/FIREWORK EXPENSE	16,000	0.00	12,500.00	0.00	3,500.00	78.13
001-409-341-06 VOLUNTEER COORDINATOR EXP	10,000	1,500.00	8,025.00	0.00	1,975.00	80.25
TOTAL COMMODITIES	77,300	5,943.12	72,000.38	0.00	5,299.62	93.14
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



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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRIBUTIONS</u>						
001-409-568-00 CONRIBUTIONS	30,000	30,000.00	30,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	30,000	30,000.00	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	214,000	40,645.58	161,770.38	0.00	52,229.62	75.59
<u>COUNCIL</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	1,000.00	10,000.00	0.00	2,000.00	83.33
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	785.15	0.00	214.85	78.52
001-410-106-00 COUNCIL'S RETIREMENT	340	20.00	224.14	0.00	115.86	65.92
TOTAL SALARIES & BENEFITS	14,340	1,096.50	11,269.29	0.00	3,070.71	78.59
<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	1,890.47	7,262.55	0.00	1,837.45	79.81
TOTAL CONTRACTUAL SERVICES	9,100	1,890.47	7,262.55	0.00	1,837.45	79.81
<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	0.00	0.00	0.00	10,000.00	0.00
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	0	0.00	0.00	0.00	0.00	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	80.00	210.00	0.00	290.00	42.00
TOTAL CAPITAL OUTLAY	105,365	80.00	75,735.72	0.00	29,629.28	71.88
<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

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<u>NON-OPERATING EXPENSES</u>						
001-410-999-00 Reclassify SanNote Ord 36	0	0.00	0.00	0.00	0.00	0.00
001-410-999-50 RecordCapPavCostPdByCoalT	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 COUNCIL	138,805	3,066.97	94,267.56	0.00	44,537.44	67.91
<u>RECORDER</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	5,000.00	0.00	1,000.00	83.33
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	382.50	0.00	77.50	83.15
001-411-106-00 RECORDER'S RETIREMENT	600	19.21	469.21	0.00	130.79	78.20
TOTAL SALARIES & BENEFITS	7,060	557.46	5,851.71	0.00	1,208.29	82.89
<u>CONTRACTUAL SERVICES</u>						
001-411-214-00 RECORDER TRAVEL	600	0.00	0.00	0.00	600.00	0.00
001-411-222-00 RECORDER DUES	50	0.00	35.00	0.00	15.00	70.00
001-411-226-00 INSURANCE/COMPENSATION/bo	1,000	0.00	396.41	0.00	603.59	39.64
TOTAL CONTRACTUAL SERVICES	1,650	0.00	431.41	0.00	1,218.59	26.15
TOTAL RECORDER	8,710	557.46	6,283.12	0.00	2,426.88	72.14
<u>TREASURER</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-413-101-00 TREASURER'S SALARY	8,100	932.29	6,836.79	0.00	1,263.21	84.40
001-413-103-00 TREASURER'S ASSISTANT SAL	0	0.00	0.00	0.00	0.00	0.00
001-413-104-00 TREASURER'S F.I.C.A.	620	71.34	523.16	0.00	96.84	84.38
001-413-105-00 TREASURER'S GROUP INSURAN	2,106	165.65	1,718.50	0.00	387.50	81.60
001-413-106-00 TREASURER'S RETIREMENT	810	93.23	683.68	0.00	126.32	84.40
001-413-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	11,636	1,262.51	9,762.13	0.00	1,873.87	83.90
<u>CONTRACTUAL SERVICES</u>						
001-413-214-00 TREASURER'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-413-224-00 AUDIT	3,500	0.00	662.25	0.00	2,837.75	18.92
001-413-226-00 TREASURER'S INSURANCE & B	1,000	210.00	219.81	0.00	780.19	21.98
TOTAL CONTRACTUAL SERVICES	4,500	210.00	882.06	0.00	3,617.94	19.60
TOTAL TREASURER	16,136	1,472.51	10,644.19	0.00	5,491.81	65.97

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COURT =====						
SALARIES & BENEFITS						
001-416-103-00 POLICE JUDGE SALARY	7,500	625.00	6,250.00	0.00	1,250.00	83.33
001-416-104-00 POLICE JUDGE FICA	575	47.81	478.10	0.00	96.90	83.15
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	6,728.10	0.00	1,346.90	83.32
CONTRACTUAL SERVICES						
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	32.81	104.52	0.00	195.48	34.84
TOTAL CONTRACTUAL SERVICES	450	32.81	254.52	0.00	195.48	56.56
TOTAL COURT	8,525	705.62	6,982.62	0.00	1,542.38	81.91
CITY ATTORNEY =====						
SALARIES & BENEFITS						
001-417-101-00 CITY ATTORNEY	13,100	1,500.00	10,999.85	0.00	2,100.15	83.97
001-417-103-00 CITY ATTORNEY (ASSISTANT)	0	0.00	0.00	0.00	0.00	0.00
001-417-104-00 CITY ATTORNEY FICA	1,005	114.75	841.50	0.00	163.50	83.73
001-417-105-00 CITY ATTORNEY INSURANCE	4,200	0.00	1,319.34	0.00	2,880.66	31.41
001-417-106-00 CITY ATTORNEY RETIREMENT	1,310	150.00	1,100.00	0.00	210.00	83.97
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	19,615	1,764.75	14,260.69	0.00	5,354.31	72.70
CONTRACTUAL SERVICES						
001-417-221-00 CITY ATTORNEY TRAINING	500	0.00	0.00	0.00	500.00	0.00
001-417-222-00 CITY ATTORNEY DUES	0	0.00	0.00	0.00	0.00	0.00
001-417-226-00 CITY ATTORNEY INS UNEMPL	325	210.00	220.41	0.00	104.59	67.82
TOTAL CONTRACTUAL SERVICES	825	210.00	220.41	0.00	604.59	26.72
TOTAL CITY ATTORNEY	20,440	1,974.75	14,481.10	0.00	5,958.90	70.85
CITY ENGINEER =====						
SALARIES & BENEFITS						
001-420-103-00 CITY ENGINEER SALARY	0	0.00	0.00	0.00	0.00	0.00
001-420-104-00 CITY ENGINEER FICA TAX	0	0.00	0.00	0.00	0.00	0.00
001-420-106-00 CITY ENGINEER RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00

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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	5,433.32	43,105.70	0.00	20,301.30	67.98
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	21,000	2,302.26	18,022.04	0.00	2,977.96	85.82
TOTAL CONTRACTUAL SERVICES	21,000	2,302.26	18,022.04	0.00	2,977.96	85.82
CAPITAL OUTLAY						
001-439-459-00 DATA PROCESSING CAPITAL	0	385.84	4,794.24	0.00	7,205.76	39.95
TOTAL CAPITAL OUTLAY	12,000	385.84	4,794.24	0.00	7,205.76	39.95
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	33,000	2,688.10	22,816.28	0.00	10,183.72	69.14
CITY HALL =====						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	35,500	4,171.93	27,301.05	0.00	8,198.95	76.90
001-440-104-00 CITY HALL FICA	2,716	316.91	2,065.99	0.00	650.01	76.07
001-440-105-00 CITY HALL JANITOR INSURAN	2,400	286.40	2,201.50	0.00	198.50	91.73
001-440-106-00 GROUP RETIREMENT	3,550	417.20	2,730.11	0.00	819.89	76.90
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	44,166	5,192.44	34,298.65	0.00	9,867.35	77.66

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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	4,218.45	30,935.30	0.00	5,634.70	84.59
001-437-104-00 ZONING F.I.C.A.	2,798	322.71	2,366.54	0.00	431.46	84.58
001-437-105-00 ZONING HEALTH INS	14,682	322.65	4,512.96	0.00	10,169.04	30.74
001-437-106-00 ZONING RETIREMENT	3,657	421.86	3,093.64	0.00	563.36	84.60
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	57,707	5,285.67	40,908.44	0.00	16,798.56	70.89
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,450	0.00	1,009.64	0.00	440.36	69.63
001-437-221-00 ZONING TRAINING	1,000	0.00	0.00	0.00	1,000.00	0.00
001-437-226-00 ZONING INSURANCE & BONDS	1,750	147.65	840.44	0.00	909.56	48.03
TOTAL CONTRACTUAL SERVICES	4,200	147.65	1,850.08	0.00	2,349.92	44.05

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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	77,645.46	525,818.31	0.00	200,140.69	72.43
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	5,894.86	39,568.38	0.00	15,971.62	71.24
001-700-105-00 POLICE DEPT. GROUP INSURA	184,000	5,865.50	86,908.98	0.00	97,091.02	47.23
001-700-106-00 POLICE DEPT. RETIREMENT	72,000	7,438.32	50,270.87	0.00	21,729.13	69.82
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	96,844.14	702,566.54	0.00	334,932.46	67.72
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	9,700	1,014.86	9,146.84	0.00	553.16	94.30
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	84.69	104.37	0.00	2,895.63	3.48
001-700-221-00 POLICE DEPT. TRAINING	15,500	0.00	2,288.09	0.00	13,211.91	14.76
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	2,202.47	25,782.84	0.00	14,217.16	64.46
001-700-233-00 POLICE DEPT. CRIMINAL INV	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONTRACTUAL SERVICES	70,700	3,302.02	37,322.14	0.00	33,377.86	52.79
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	28,000	3,012.45	19,398.04 (	399.89)	9,001.85	67.85
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	586.00	6,114.00	0.00	3,886.00	61.14



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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2021

001-GENERAL FUND

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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	1,102.87	10,591.93	0.00	10,408.07	50.44
001-440-216-00 CITY HALL MAINTENANCE & R	21,620	( 2,469.15)	20,142.51	0.00	1,477.49	93.17
001-440-226-00 CITY HALL INSURANCE & BON	1,500	125.83	778.83	0.00	721.17	51.92
TOTAL CONTRACTUAL SERVICES	44,120	( 1,240.45)	31,513.27	0.00	12,606.73	71.43
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,000	30.16	424.11	0.00	575.89	42.41
TOTAL COMMODITIES	1,000	30.16	424.11	0.00	575.89	42.41
CAPITAL OUTLAY						
001-440-459-00 CITY HALL CAPITAL	5,800	2,721.00	2,721.00	0.00	3,079.00	46.91
TOTAL CAPITAL OUTLAY	5,800	2,721.00	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	6,703.15	68,957.03	0.00	26,128.97	72.52
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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AS OF: APRIL 30TH, 2021

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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	0.00	0.00	0.00	0.00
001-700-343-00 POLICE DEPT. AUTO SUPPLIE	32,000	1,746.30	24,822.04	0.00	7,177.96	77.57
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	106.39	2,203.82	1,400.00	6,396.18	36.04
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	5,451.14	52,537.90	1,000.11	26,461.99	66.92
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	141,445	5,487.09	104,069.04	( 176.31)	37,552.27	73.45
TOTAL CAPITAL OUTLAY	141,445	5,487.09	104,069.04	( 176.31)	37,552.27	73.45
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	1,329,644	111,084.39	896,495.62	823.80	432,324.58	67.49
FIRE						
=====						
SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	407,000	47,037.88	339,503.66	0.00	67,496.34	83.42
001-706-104-00 FIRE DEPT. FICA TAX	31,200	3,636.10	25,996.63	0.00	5,203.37	83.32
001-706-105-00 FIRE DEPT. GROUP INSURANC	119,000	3,562.55	48,691.84	0.00	70,308.16	40.92
001-706-106-00 FIRE DEPT. GROUP RETIREME	40,700	4,353.73	31,393.73	0.00	9,306.27	77.13
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	597,900	58,590.26	445,585.86	0.00	152,314.14	74.53
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	2,000	138.92	1,377.56	0.00	622.44	68.88
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	0.00	4,515.88	( 310.00)	1,294.12	76.47
001-706-221-00 FIRE DEPT. TRAINING	10,000	819.95	7,783.44	( 1,600.00)	3,816.56	61.83
001-706-226-00 FIRE DEPT. INSURANCE & BO	30,000	1,417.19	36,119.92	0.00	( 6,119.92)	120.40
TOTAL CONTRACTUAL SERVICES	49,500	2,376.06	49,796.80	( 1,910.00)	1,613.20	96.74
COMMODITIES						
001-706-341-00 FIRE DEPT. MATERIAL & SUP	8,500	154.85	7,763.61	273.57	462.82	94.56
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	25,000	1,074.94	17,430.18	( 1,075.00)	8,644.82	65.42

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CITY OF BUCKHANNON  
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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	1,684,075	132,042.99	1,115,574.55 (	6,178.13)	574,678.58	65.88
STREET LIGHTS =====						
CONTRACTUAL SERVICES						
001-751-213-00 STREET LIGHTS	70,000	5,365.85	54,804.41	0.00	15,195.59	78.29
TOTAL CONTRACTUAL SERVICES	70,000	5,365.85	54,804.41	0.00	15,195.59	78.29
TOTAL STREET LIGHTS	70,000	5,365.85	54,804.41	0.00	15,195.59	78.29
TRAFFIC SIGNALS & SIGNS =====						
CONTRACTUAL SERVICES						
001-752-213-00 TRAFFIC SIGNALS POWER	3,500	245.43	2,480.71	0.00	1,019.29	70.88
001-752-230-00 SIGNS & SIGNALS	16,000	817.00	2,756.18	0.00	13,243.82	17.23
TOTAL CONTRACTUAL SERVICES	19,500	1,062.43	5,236.89	0.00	14,263.11	26.86
TOTAL TRAFFIC SIGNALS & SIGNS	19,500	1,062.43	5,236.89	0.00	14,263.11	26.86
SNOW REMOVAL =====						
COMMODITIES						
001-753-341-00 SNOW REMOVAL	20,000	0.00	3,741.88	0.00	16,258.12	18.71
TOTAL COMMODITIES	20,000	0.00	3,741.88	0.00	16,258.12	18.71
TOTAL SNOW REMOVAL	20,000	0.00	3,741.88	0.00	16,258.12	18.71
AIRPORT =====						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL AIRPORT	15,000	0.00	15,000.00	0.00	0.00	100.00

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001-706-345-00 FIRE DEPT. UNIFORMS	3,500	433.18	1,752.77	0.00	1,747.23	50.08
001-706-348-00 FIRE DEPT HAZARDOUS MAT R	500	0.00	0.00	0.00	500.00	0.00
TOTAL COMMODITIES	37,500	1,662.97	26,946.56 (	801.43)	11,354.87	69.72
CAPITAL OUTLAY						
001-706-459-00 FIRE DEPT. CAPITAL OUTLAY	108,300	7,744.35	56,222.09 (	462.00)	52,539.91	51.49
001-706-461-00 NEW FIRE STATION PAYMENT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	108,300	7,744.35	56,222.09 (	462.00)	52,539.91	51.49
CONTRIBUTIONS						
001-706-570-00 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
NON-OPERATING EXPENSES						
001-706-670-00 FIRE TRK NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
001-706-672-00 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	793,200	70,373.64	578,551.31 (	3,173.43)	217,822.12	72.54
DOG WARDEN - CONTRACTED =====						
CONTRACTUAL SERVICES						
001-707-230-00 DOG WARDEN CONTRACTED SER	1,100	1,100.00	1,100.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	1,100	1,100.00	1,100.00	0.00	0.00	100.00
TOTAL DOG WARDEN - CONTRACTED	1,100	1,100.00	1,100.00	0.00	0.00	100.00
FLOOD CONTROL =====						
CONTRACTUAL SERVICES						
001-714-230-00 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
FIRE - CONTRACTED =====						
CONTRACTUAL SERVICES						
001-715-230-00 FIRE DEP CONTRACTED/HYDRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00





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001-907-357-00 TUTORING	250	0.00	0.00	0.00	250.00	0.00
001-907-358-00 MISC. DANCE/PARTIES	500	0.00	0.00	0.00	500.00	0.00
001-907-359-00 ART/DRAMA PROGRAM	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-360-00 CAMP BUCANNEER SUPPLIES	4,500	0.00	885.49	0.00	3,614.51	19.68
001-907-361-00 AFTER SCHOOL SUPPLIES	5,000	179.16	3,914.13	0.00	1,085.87	78.28
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-907-363-00 KARATE CLASS INSTRUCTION	1,500	176.00	1,432.00	0.00	68.00	95.47
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
001-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-907-366-00 FUND RAISER	5,000	0.00	0.00	0.00	5,000.00	0.00
001-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-907-368-00 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-907-368-01 ZUMBA	1,500	348.00	1,156.00	0.00	344.00	77.07
001-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	0.00	0.00	0.00	2,000.00	0.00
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	55,250	3,604.68	17,016.61	0.00	38,233.39	30.80
CAPITAL OUTLAY						
001-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
001-907-458-01 SYC CHILDRENS FESTIVAL	1,250	0.00	0.00	0.00	1,250.00	0.00
001-907-458-02 SYCC BUILDING	38,400	0.00	0.00	0.00	38,400.00	0.00
001-907-459-00 CAPITAL OUTLAY	20,000	1,000.00	15,673.48	0.00	4,326.52	78.37
001-907-477-00 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	59,650	1,000.00	15,673.48	0.00	43,976.52	26.28
CONTRIBUTIONS						
001-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL STOCKERT YOUTH CENTER	406,919	26,686.21	210,737.44	0.00	196,181.56	51.79
CONVENTION CENTER						
=====						
CAPITAL OUTLAY						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,250	3,351.00	33,510.00	0.00	6,740.00	83.25
TOTAL CAPITAL OUTLAY	40,250	3,351.00	33,510.00	0.00	6,740.00	83.25
TOTAL CONVENTION CENTER	40,250	3,351.00	33,510.00	0.00	6,740.00	83.25
HISTORIC LANDMARKS						
=====						
CONTRACTUAL SERVICES						
001-911-223-00 HISTORIC LAND MARK EXPENS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00

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TOTAL HISTORIC LANDMARKS	0	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY						
=====						
CONTRACTUAL SERVICES						
001-976-213-00 SAFETY COMPLEX UTILITIES	24,000	693.96	15,204.56	0.00	8,795.44	63.35
001-976-216-00 SAFETY COMPLEX MAINT	7,000	61.32	3,300.31	0.00	3,699.69	47.15
001-976-226-00 SAFETY COMPLEX INSURANCE	9,000	610.25	3,995.38	0.00	5,004.62	44.39
TOTAL CONTRACTUAL SERVICES	40,000	1,365.53	22,500.25	0.00	17,499.75	56.25
CAPITAL OUTLAY						
001-976-459-35 FEMA GRANT#2 GENERATOR EX	1,070,661	0.00	972.40	0.00	1,069,688.60	0.09
001-976-459-36 FEMA GRANT#1 GENERATOR EX	857,389	299.02	629.68	277.31	856,482.01	0.11
001-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,928,050	299.02	1,602.08	277.31	1,926,170.61	0.10
TOTAL PUBLIC SAFETY	1,968,050	1,664.55	24,102.33	277.31	1,943,670.36	1.24
TOTAL EXPENDITURES	7,681,560	505,551.90	3,981,790.84 (	8,250.45)	3,708,019.61	51.73
REVENUE OVER/(UNDER) EXPENDITURES	( 694,948)	18,105.62	542,215.48	8,250.45 (	1,245,413.93)	79.21-

**C.4 City Attorney - Tom O'Neill** –Mr. O'Neill deferred to the Strategic Issues for Discussion and/or Vote section of the agenda.

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

**D.1 Letter of Support from Volunteer Fire Department RE: Proposal to hire three additional paid staff for BFD** – see above, discussed earlier.

**D.2 FOIA Request- Steve Cantler RE: List of Bidders & Results for Cemetery Mowing**

Steven Cantler <wordpress@buckhannonwv.org> Mon, Apr 12, 2021 at 6:28 PM  
Reply-To: smcantler@gmail.com  
To: contactcityhall@buckhannonwv.org

From: Steven Cantler  
Subject: 03/25/2021 Public Works Board meeting

Message Body:  
I am making a FOIA request to acquire the list of bidders and results for the new Cemetery Mowing contract opened on March 25th. I was not able to locate the meeting minutes on the web site, so if this has been published, please simply point me the appropriate URL. Thank you for your assistance and service. Have a great day.

Steve Cantler  
smcantler@gmail.com

This e-mail was sent from a contact form on CITY OF BUCKHANNON (<http://buckhannonwv.org>)

Amberle Jenkins <amby.jenkins@buckhannonwv.org> Tue, Apr 13, 2021 at 9:16 AM  
Reply-To: amby.j@buckhannonwv.org  
To: smcantler@gmail.com  
Cc: Contact City Hall <contactcityhall@buckhannonwv.org>

The minutes for the Consolidated Public Works Board are not completed for March 25. They will be placed on our website when completed. But the bids received for mowing the cemeteries were are follows:  
Wanderscape LLC, Buckhannon WV - \$3600.00 for each mow  
Brothers Property Management, Buckhannon, WV - 26 mows for total of \$65,000.00  
Everson-Carr Farms LLC, Buckhannon, WV - 26 mows for total of \$35,100.00

[Quoted text hidden]  
Amberle Jenkins  
Assistant Recorder, Director of Finance and Administration

D.3 Quitclaim Deed Pamela Perrine 15 Cleveland Avenue

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  
This deed prepared without benefit of title examination.  
Preparer does not serve as settlement agent.

And being that property conveyed to Pamela S. Perrine, party of the first part, by deed of Myrtle B. Shipman dated March 6, 2018 and of record in the aforesaid Clerk's office in Deed Book 550, at page 160.

TO HAVE AND TO HOLD by the party of the second part and its successors and assigns forever.

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

The undersigned Grantor, upon her oath and under penalty of perjury, hereby states, acknowledges and affirms that she is exempt from real estate sales proceeds withholding as a citizen of the State of West Virginia.

DECLARATION OF CONSIDERATION OF VALUE

The Grantor herein declares that the consideration paid for the real property conveyed in this instrument is LESS THAN ONE HUNDRED DOLLARS.

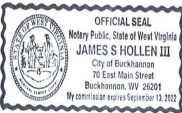
WITNESS the following signature of the party of the first part:

Pamela S. Perrine  
Pamela S. Perrine

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 PAMELA S. PERRINE, whose name is signed to the foregoing writing, has this day personally appeared and acknowledged the same before me in my said County.

Given under my hand this 21 day of April, 2021.



Notary Public

My commission expires: September 13, 2022.

THIS QUITCLAIM DEED, made this 21st day of April 2021, is by and between PAMELA S. PERRINE, Party of the First Part, and the CITY OF BUCKHANNON, a political subdivision and municipal corporation of the State of West Virginia, 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 party of the first part does QUITCLAIM unto the party of the second part that property in Corporation District, Upshur County, West Virginia situate on the waters of the Buckhannon River and more particularly described as follows:

Being Lot 15 on Cleveland Avenue as designated on the plat of said North Buckhannon Hudkins Addition to the City of Buckhannon, recorded in the Office of the Clerk of the County Commission of Upshur County, West Virginia, in Plat Book Number 1 at page 7.

Said property having a commonly known address of 15 Cleveland Avenue, Buckhannon, West Virginia, and being identified on the real property tax records of said district, county, and state as follows:

Account No. 00010292  
2019 Ticket No. 12833  
In Name of: Perrine Pamela S  
Map: 1  
Parcel: 118.1  
Description: LOT 15  
66 x 115 S x 75 S x 150 S

D.4 Report of Cat & Dog Activity -Upshur County Commission-March 2021



UPSHUR COUNTY COMMISSION  
Upshur County Administrative Annex  
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201  
Equal Opportunity Employer (EOE)

Telephone: (304) 472-0535  
Telecopier: (304) 473-2802

TDD Numbers  
Business: 472-9550  
Emergency: 911

April 16, 2021

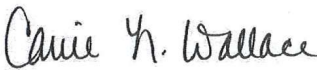
City of Buckhannon  
Attn: Accounts Payable  
70 East Main St.  
Buckhannon, WV 26201

Re: Lewis-Upshur Animal Control Facility  
Feline Activity – March 2021

Enclosed you will find the monthly activity report for feline activity at the Lewis Upshur Animal Control Facility for **March 2021**. Based upon this information, the following amount is due to the Upshur County Commission for this time period.

City Trapped Felines        6 X \$10.00 each   = \$ 60.00

Per your request, I have also enclosed the Animal Control Officer's Dog Report for **March 2021**. If you have any questions or would require additional information, please contact our office.

Sincerely,  
  
Carrie L. Wallace  
County Administrator  
Upshur County Commission

Jason.Knicely, ANIMAL CONTROL / HUMANE OFFICER  
For the Month of *March 2021*

LEWIS-UPSHUR ANIMAL CONTROL FACILITY REPORT  
ACCOUNT OF CATS  
JANELLA COCHRAN, SUPERVISOR OF ANIMAL SERVICES  
(March) 2021

TRANSACTION	#
Animals picked up by ACO	12
Dogs	12
Other	0
Animals returned to Owner by ACO	7
Dogs	7
Other	0
Animals Delivered to LUACF	23
Dogs	20
Other	0
Animals Quarantined by ACO	0
Dogs	0
Other	0
Animals Terminated	1
Dogs	1
Other	0
Total Number of Hours Involved	80

TRANSACTION	UPSHUR	LEWIS	TOTAL
Cats brought in by City Trapper	6	0	6
Cats brought in by Animal Control Officer	0	0	0
Cats brought in by County Residents	27	5	32
Cats brought in by Law Enforcement	0	0	0
Cats in Drop Box	0	0	0
Cats Quarantined	0	0	0
Cat returned to owner	1	0	1
Cats Escaped	0	0	0
Adoptions:			
With Charge	10	2	12
Without Charge	0	0	0
Rescues:			
With Charge	0	0	0
Without Charge	7	0	7
Euthanasia:			
Owner Request	0	0	0
Other	6	3	9

D.5 FEMA Emergency Power Generators Hazard Mitigation Project Grant No. 1 Bid Opening Results

City of Buckhannon  
DHS/ FEMA Region III Hazard Mitigation Project  
Installation and Securing of Emergency Power Generation  
Hazard Mitigation Project FEMA-DR-4273-WV-0036



Bid Opening Results - April 15, 2021 at 1:30 PM EST

Contract Name	Tri County Electric	Michel, Inc.	Mountain State Electrical Contractors, LLC
Contract No. 1 - Raw Water Intake Building Generator	\$342,433.80	No Bid	\$395,133.06
Contract No. 2 - Sewage Treatment Plant Generator	\$362,914.71	\$439,828.00	\$340,203.86
Contract No. 3 - Public Safety Complex Generator	\$291,394.98	No Bid	\$260,835.00

\$XXX,XXX.XX

Apparent Low Bidder  
Apparent Second Low Bidder  
Corrected bid result due to calculation error

1. None of the Bidders were present at the Bid Opening due to City Hall being closed to non-City personnel due to the COVID-19 pandemic. However, the Bid Opening was held virtually via a GoToMeeting link that was provided to all Plan Holders.
2. All three (3) bids from Tri County Electric all contained a calculation error. The corrected amounts for each respective Contract are indicated above.
3. The bids from Tri County Electric and Mountain State Electrical Contractors, LLC for Contract No. 1 were revised to reflect the removal of the electrical inspection fee per Addendum No. 1
4. The bid from Mountain State Electrical Contractors, LLC for Contract No. 2 was revised to reflect the removal of a duplicate bid line item (Item No. 8 - SCADA Controls and Instrumentation).
5. Based upon the April 15, 2021 review of all bids received, the Apparent Low Bidder on Contract No. 1 is Tri County Electric.
6. Based upon the April 15, 2021 review of all bids received, the Apparent Low Bidder on Contracts No. 2 & No. 3 is Mountain State Electrical Contractors, LLC

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



April 19, 2021

Mr. Dale Hatfield – Hazard Mitigation Project Officer  
West Virginia Emergency Management Division  
1703 Coonskin Drive  
Charleston, West Virginia 25311

Re: City of Buckhannon  
DHS / FEMA Region III Hazard Mitigation Project  
Installation and Securing of Emergency Power Generation  
Hazard Mitigation Program FEMA-DR-4273-WV-0036  
Bid Opening Results and Cost Overrun Summary

Dear Mr. Hatfield,

I just completed a review of the bids for the three contracts associated with the above-referenced grant and all of the bids appear to be in order. However, based upon the review of the bids, the combined costs of the Apparent Low Bidders' bids, the City of Buckhannon's (City) services & fees and the required permit fees, the three contracts' combined costs (which make up the -0036 grant in its entirety) total \$1,141,527.41, which is \$249,232.41 over the allocated grant monies of \$892,295.00.

Below is a summary of each Contract's bid result, the grant money available for each respective contract and each respective contract's line items that were well above the estimated cost.

Contract No. 1 - Raw Water Intake (RWI) Building Generator

The RWI's Apparent Low Bidder is Tri County Electric with a bid of \$342,433.80, which when added to the \$80,352.45 for services and fees to be performed by the City, project management fees, etc., brings the total cost of Contract No. 1 to \$422,786.45.

The \$422,786.45 is \$153,674.30 over the allocated budget for this "phase" of the -0036 grant, which was estimated to be \$269,111.59.

In reviewing the bids for line items that were high in Contract No. 1, I found the following:

1. The CSX permit fee went from \$6,000.00 to \$50,100.00, which is an increase of \$44,100.00.
2. The labor & materials for the elevated steel platform went from \$45,000.00 to \$105,677.51, which is an increase of \$60,677.51.
3. The 16" Ø steel casing pipe railroad bore & jack went from \$36,825.00 (which was the updated price from less than 7 months ago) to \$65,756.85, which is an increase of \$28,931.85.
4. The underground conduit & cabling (wiring) went from \$15,500.00 to \$41,400.98, which is an increase of \$25,900.98.

In reviewing the bids for line items that were high in Contract No. 2, I found the following:

1. The cost of the STP generator went from \$169,705.00 to \$225,744.00, which is an increase of \$56,039.00.
2. The cost of the labor and materials required for the connection of the new generator to the existing equipment went from \$29,836.00 to \$37,254.40, which is an increase of \$7,418.40.
3. The cost of the labor and materials required for the connection of the new automatic transfer switch to the existing equipment went from \$20,224.00 to \$37,254.40, which is an increase of \$17,030.40.

The above three line items' cost increases alone total \$80,487.80, which more than accounts for the \$53,398.86 cost overrun associated with Contract No. 2.

However, due to the fact that all three line items identified above are required as part of the base contract, there are no options available to reduce the cost overrun for Contract No. 2 any further.

Contract No. 3 - Public Safety Complex Generator

The PSC's Apparent Low Bidder is Mountain State Electrical Contractor with a bid of \$260,835.00, which when added to the \$47,024.58 for services / fees to be performed by the City, project management fees, etc., brings the total cost of Contract No. 2 to \$307,859.58.

The \$307,859.58 is \$42,159.25 over the allocated budget for this "phase" of the -0036 grant, which was estimated to be \$265,700.33.

In reviewing the bids for line items that were high in Contract No. 3, I found the following:

1. The cost of the PSC generator went from \$59,973.75 to \$78,690.00, which is an increase of \$18,746.25, which is higher than anticipated but still within anticipated cost increases.
2. The cost of the PSC automatic transfer switch went from \$24,380.00 to \$26,360.00, which is an increase of \$1,980.00.
3. The labor & materials for the elevated steel platform went from \$34,000.00 to \$92,260.00, which is an increase of \$58,260.00.

The cost increase of Item No. 3 above by itself totals \$58,260.00, which is more than the \$42,159.25 cost overrun associated with Contract No. 3.

In speaking with the Mountain State Electrical Contractors, LLC, and conducting additional online research, the following solutions exist that could help reduce the cost overrun:

- A. Remove the galvanized hot-dipped coating from the steel members, which would result in a savings of approximately \$20,000.00. The City's Water Department personnel could paint the elevated steel platform with a water- and oxidation-resistant paint once construction of the elevated steel platform is completed with only the cost of the paint being an additional expense.



The above four line items' cost increases alone total \$159,610.34, which by themselves more than account for the \$153,674.30 cost overrun associated with Contract No. 1.

In speaking with the Tri County Electric and conducting additional online research, the following solutions exist that could help reduce the cost overrun:

- A. Remove the galvanized hot-dipped coating from the steel members, which would result in a savings of approximately \$20,000.00. The City's Water Department personnel could paint the elevated steel platform with a water- and oxidation-resistant paint once construction of the elevated steel platform is completed with only the cost of the paint being an additional expense.
- B. Changing of the elevated steel platform to an elevated concrete platform. This option would be less expensive as specialized labor wouldn't be required, which would result in lower labor & material costs. However, flood waters would not be able to flow through / under the elevated concrete platform, which would result in a very minimal rise in the Base Flood Elevations (which would be well within the allowable limits). However, I am unable to provide a detailed cost savings as a design hasn't been completed.
- C. Removal of the three (3) spare conduits going through the 16" steel casing pipe from Item No. 1 above would save approximately \$18,300.00. Although the spare conduits would allow for future expansion at the RWI, a cost savings of \$18,300.00 cannot be overlooked.
- D. Removing the 16" steel casing bore & jack railroad crossing and going back to the overhead railroad crossing, which could result in a saving of \$25,756.85 (based upon the overhead electrical option from October 2020).
- E. Option D would also result in a lower CSX permit application fee but I don't know that cost savings yet as I haven't approached CSX regarding this option. However, I do anticipate additional permit fees costs because they informed me that just removing the three spare conduits from the original permit application would result in an additional \$700 permit review fee.
- F. Changing of the Schedule 80 electrical PVC conduit (heavy duty grade) to a Schedule 40 electrical PVC conduit (standard grade) would reduce the cost of the conduit costs in Item 4. above. I do not know the total cost savings by switching from Schedule 80 to Schedule 40 but a quick cost analysis from Grainger's website indicates the materials cost savings alone is estimated to be \$5,011.50.

I would like to reiterate that Contract No. 1 is the most important contract of the grant as the RWI generator is the generator that "drove" the entire grant application and is likely the generator that is responsible for the grant being approved.

Contract No. 2 - Sewage Treatment Plant Generator

The STP's Apparent Low Bidder is Mountain State Electrical Contractor with a bid of \$340,203.86, which when added to the \$70,677.72 for services and fees to be performed by the City, project management fees, etc., brings the total cost of Contract No. 2 to \$410,881.58.

The \$410,881.58 is \$53,398.86 over the allocated budget for this "phase" of the -0036 grant, which was estimated to be \$357,482.72.

- B. Changing of the elevated steel platform to an elevated concrete platform. This option would be less expensive as specialized labor wouldn't be required, which would result in lower labor & material costs, and would match the existing concrete platform that currently exists at this location. However, flood waters would not be able to flow through / under the elevated concrete platform, which would result in a very minimal rise in the Base Flood Elevations (which would be well within the allowable limits).


Once the additional cost reduction information comes in from both of the Apparent Low Bidders, I will update the applicable cost overrun spreadsheets and forward the revised information to you as quickly as possible for your use.

In the meantime, a couple of options not listed above could be enacted that would bring the -0036 grant in under budget or allow for the -0036 grant to be completed as designed:

- A. If permissible, remove Contract No. 3 – Public Safety Complex Generator from the grant. By removing Contract No. 3, which had the lowest BCA of the three, a total cost savings of \$307,859.58 would be realized. This cost savings would allow for Contracts No. 1 and No. 2 to be completed as designed with an additional \$58,627.41 in contingency money being available.
- B. If permissible, use \$249,232.41 of the estimated \$472,383.05 underrun from Hazard Mitigation Program FEMA-DR-4273-WV-0035 to offset the cost overrun of the Hazard Mitigation Program FEMA-DR-4273-WV-0036 grant since the monies from both of these grants were earmarked for the City of Buckhannon.

However, if the WVEMD can think of other options that are available to the City to help offset the \$249,232.41 cost overrun, I would gladly accept those option.

If you have any questions or comments regarding the information contained in this letter, please contact me at your convenience at (304) 472-1651, extension 1006 or via email at [jay.hollen@buckhannonwv.org](mailto:jay.hollen@buckhannonwv.org).

Sincerely,  
  
James S. Hollen, III, PE  
City Engineer

Attachments: 0036 FEMA HMGP Grant Monies Summary (Support Documentation)

- c: Mayor Robert N. Skinner, III  
Members of the **City Council**, the Sanitary Board and the Water Board  
Buck Samples – Sanitary Department Superintendent  
Kelly Arnold – Water Department Superintendent

GRANT MONIES SUMMARY									
DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT									
FEMA HAZARD MITIGATION GRANT PROGRAM (HMGP) FEMA-DR-4273-WV-0036									
INSTALLATION AND SECURING OF EMERGENCY POWER GENERATION PROJECT									
APRIL 19, 2021									
Item No.	FEMA Item	Current Quantity	Required Quantity	Unit	Description	Cost	Original Grant Budget	Bid Opening Budget	Difference
1	B	1	1	LS	Bidding and Public Information Fees for Raw Water Intake (RWI) Generator	\$500.00	\$500.00	\$500.00	\$0.00
2	C	1	1	LS	Survey / Retracement / Setting of Corners of RWI Generator Property	\$2,800.00	\$1,800.00	\$1,800.00	\$0.00
3	D	1	1	LS	Engineering and Design for RWI Generator	\$2,725.00	\$2,725.00	\$2,725.00	\$0.00
4	E	1	1	LS	Electrical Inspection of Generator and RWI Electrical Service	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
5	F	1	1	LS	Electrical Service Connection at RWI Building	\$21,000.00	\$21,000.00	\$5,238.07	\$15,761.93
6	G	1	1	LS	Labor for Installation of RWI Elevated Generator Platform	\$22,000.00	\$22,000.00	\$0.00	\$22,000.00
7	H	1	1	LS	Labor for Installation of RWI Electrical Conduit, Cabling & Misc. Materials	\$14,500.00	\$14,500.00	\$0.00	\$14,500.00
8	I	40	40	HR	4-Main Labor Crew for RWI Generator Site	\$110.25	\$4,400.00	\$4,400.00	\$0.00
9	J	40	40	HR	Labor for Installation of Wooden Platform at RWI Building	\$106.25	\$4,250.00	\$0.00	\$4,250.00
10	K	1	1	EA	RWI 150 kW Diesel Generator	\$43,849.50	\$43,849.50	\$50,520.91	-\$6,671.41
11	L	1	1	LS	Electrical Conduit, Cabling & Misc. Materials from Generator to RWI	\$15,500.00	\$15,500.00	\$41,400.98	-\$25,900.98
12	M	1	1	EA	RWI 600A Automatic Transfer Switch	\$9,085.00	\$9,085.00	\$10,139.11	-\$1,054.11
13	N	1	1	EA	Service Entrance for 600A Automatic Transfer Switch	\$11,150.00	\$11,150.00	\$5,698.00	\$5,452.00
14	O	1	1	EA	RWI Miscellaneous Final Electrical Items and Connections	\$4,000.00	\$4,000.00	\$1,637.10	\$2,362.90
15	P	1	1	EA	Materials for Installation of RWI Elevated Generator Platform	\$23,000.00	\$23,000.00	\$105,677.51	-\$82,677.51
16	Q	1	1	EA	Materials for Installation of Wooden Platform at RWI Building	\$3,750.00	\$3,750.00	\$21,653.38	-\$17,903.38
17	R	1	1	EA	RWI Generator Railroad Bore & Jack, 15'-Ø Conduit	\$36,825.00	\$16,825.00	\$65,756.85	-\$28,931.85
18	S	5	5	DAY	Equipment for RWI (City of Buckhannon)	\$375.00	\$1,875.00	\$1,875.00	\$0.00
19	T	160	128	LF	6'-0" High Security Fence with 3-strand Barb Wire and 12'-0" wide double-leaf vehicular access gate at RWI Generator	\$52.50	\$8,400.00	\$21,866.11	-\$13,466.11
20	U	4	4	CY	6" Thick Reinforced Concrete for RWI Generator Driveway, 4,000 psi	\$150.00	\$600.00	\$0.00	\$600.00
21	V	34	34	SY	WOODH Genetivite Stabilization Fabric at RWI Generator Concrete Driveway	\$10.00	\$340.00	\$0.00	\$340.00
22	W	16	16	TN	WOODH Stone Aggregate (27A) - RWI Generator Subgrade & Driveway	\$22.50	\$360.00	\$0.00	\$360.00
23	X	11	11	CY	Unclassified Excavation	\$25.00	\$275.00	\$7,115.93	-\$6,840.93
24	Y	105	105	SY	Seeding & Mulching of all Disturbed Areas	\$95.00	\$9,975.00	\$3,219.63	\$6,755.37
25	Z	1	1	EA	SCADA Controls and Instrumentation	\$10,000.00	\$10,000.00	\$10,510.22	-\$510.22
26	AA	1	1	EA	Project Management Fees	\$17,952.45	\$17,952.45	\$17,952.45	\$0.00
26.1	BB	1	1	EA	Additional CSX Permit Application Fees	\$0.00	\$0.00	\$50,100.00	-\$50,100.00
27	B	1	1	LS	Bidding and Public Information Fees for Sewage Treatment Plant (STP) Generator	\$500.00	\$500.00	\$500.00	\$0.00
28	C	1	1	LS	Pre- and Post-Construction Elevation Certificate of STP Generator Property	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00
29	D	1	1	LS	Engineering and Design for STP Generator	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
30	E	1	1	LS	Electrical Inspection of Generator and STP Electrical Service	\$500.00	\$500.00	\$500.00	\$0.00
31	F	100	100	HR	5-Main Labor Crew for Installation of STP 250kW Diesel Generator	\$175.00	\$17,500.00	\$20,000.00	-\$2,500.00
32	F	80	80	HR	5-Main Labor Crew for Installation of STP 1200A Automatic Transfer Switch	\$162.50	\$13,000.00	\$13,000.00	\$0.00
33	G	1	1	LS	Electrical Materials for Installation of STP 250kW Diesel Generator & other appurtenant Electrical Materials	\$29,836.00	\$29,836.00	\$37,254.40	-\$7,418.40
34	G	1	1	LS	Electrical Materials for Installation of Automatic Transfer Switch & other appurtenant Electrical Materials	\$10,224.00	\$20,224.00	\$37,254.40	-\$17,030.40
35	I	1	1	EA	STP 750 kW Diesel Generator	\$169,705.00	\$169,705.00	\$225,744.00	-\$56,039.00
36	I	1	1	EA	Sound Enclosure for STP 750 kW Diesel Generator	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00
37	J	1	1	EA	STP 1200A Automatic Transfer Switch	\$24,380.00	\$24,380.00	\$19,932.00	\$4,448.00
38	L	1	1	LS	Dismantling and Temporary Set-up of Existing STP Equipment	\$8,450.00	\$8,450.00	\$6,300.00	\$2,150.00
39	M	1	1	EA	STP Demolition and Site Preparation	\$7,210.00	\$7,210.00	\$8,019.06	-\$809.06
40	O	1	1	EA	STP Alarm Monitoring System	\$2,000.00	\$2,000.00	\$5,700.00	-\$3,700.00
41	P	1	1	EA	STP Office Supplies / Equipment Fees	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
42	R	1	1	EA	STP Project Inspection Services	\$30,427.72	\$30,427.72	\$30,427.72	\$0.00
43	A	1	1	LS	Bidding and Public Information Fees for Public Safety Complex (PSC) Generator	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00
44	B	1	1	LS	Engineering and Design for PSC Generator	\$4,225.00	\$4,225.00	\$4,225.00	\$0.00
45	C	1	1	LS	Electrical Inspection of Generator and PSC Electrical Service	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
46	D	200	0	HR	4-Main Labor Crew for Construction of PSC Elevated Generator Platform	\$110.00	\$22,000.00	\$0.00	\$22,000.00
47	E	80	80	HR	4-Main Labor Crew for Miscellaneous Site Work at PSC	\$125.00	\$10,000.00	\$10,000.00	\$0.00
48	F	1	1	LS	Survey / Retracement / Setting of Corners of PSC Generator Property	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00
49	G	1	1	LS	Direct Labor for Electrical Service Connection at PSC Building	\$33,000.00	\$33,000.00	\$46,895.00	-\$13,895.00
50	H	5	5	DAY	Equipment for PSC (City of Buckhannon)	\$400.00	\$2,000.00	\$2,000.00	\$0.00
51	I	1	1	EA	PSC 300 kW Diesel Generator	\$29,943.75	\$29,943.75	\$78,690.00	-\$38,746.25
52	J	1	1	EA	PSC 1200A Automatic Transfer Switch	\$24,380.00	\$24,380.00	\$26,360.00	-\$1,980.00
53	K	1	1	LS	Miscellaneous Materials for PSC Generator and Automatic Transfer Switch	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
54	L	1	1	LS	Materials for PSC Elevated Generator Platform	\$12,000.00	\$12,000.00	\$92,360.00	-\$80,360.00
55	M	1	1	EA	Excavation Equipment for Electrical Service Connection at PSC Building	\$750.00	\$750.00	\$0.00	\$750.00
56	N	1	1	EA	Project Mgmt. Labor for Electrical Service Connection at PSC Building	\$3,500.00	\$3,500.00	\$3,500.00	\$0.00
57	O	1	1	EA	Electrical Conduit, Cabling & Misc. Materials from Generator to PSC	\$6,750.00	\$6,750.00	\$8,900.00	-\$2,150.00
58	P	1	1	EA	Misc. Electrical Materials for Electrical Connections from Generator to PSC	\$3,500.00	\$3,500.00	\$1,200.00	\$2,300.00
59	Q	18	18	CY	Unclassified Excavation at PSC	\$11.50	\$207.00	\$1,200.00	-\$993.00
60	R	20	20	CY	6'-0" Thick Reinforced Concrete for PSC Generator Pad, 4,000 psi	\$175.00	\$3,500.00	\$0.00	\$3,500.00
61	S	48	48	LF	6'-0" High Security Fence with 3-strand Barb Wire and 5'-0" wide man gate at PSC Generator	\$52.50	\$2,520.00	\$7,930.00	-\$5,410.00
62	T	1	1	EA	Miscellaneous Final Electrical Items and Connections for PSC Generator	\$1,625.00	\$1,625.00	\$0.00	\$1,625.00
63	U	1	1	EA	Cane Subcontractor (for offloading of PSC Generator)	\$6,500.00	\$6,500.00	\$0.00	\$6,500.00
64	V	1	1	EA	SCADA Controls and Instrumentation	\$10,000.00	\$10,000.00	\$2,400.00	\$7,600.00
65	W	1	1	EA	Project Management Fees	\$18,799.58	\$18,799.58	\$18,799.58	\$0.00
Totals:						\$892,295.00	\$1,141,527.41		-\$249,232.41
EX XXXXX Approved Budget Revision per Change of Scope Request No. 2, dated January 6, 2021 (FEMA)									
Apparent Low Bidder / Contractor Bid Line Items									
						Materials:	\$563,023.25	\$805,353.12	-\$242,329.87
						Labor:	\$329,271.75	\$336,174.29	-\$6,902.54
						Raw Water Intake Building Generator:	\$269,111.95	\$404,833.80	-\$153,674.30
						Sewage Treatment Plant Generator:	\$357,482.72	\$410,881.58	-\$53,398.86
						Public Safety Complex Generator:	\$265,700.33	\$307,859.58	-\$42,159.25
						Federal Match:	\$669,221.25	\$856,145.56	-\$186,924.31
						Non-Federal Match:	\$223,073.75	\$285,381.85	-\$62,308.10

E.2 Approval of Building and Wiring Permits

Permit Number	Submitted By and Location	Contractor	Description of Work to be Performed	Building Value	Electrical Code	Total Electrical Fees Paid	Total Building Fees Paid	Zoning	Asbestos	Flood Zone	Elev. Certificate	Non Conversion Use	Historic District
75070	James Allman 42 Cleveland Ave	Alco Fence	Chainlink Fence 4' Hgt	\$6,000.00			\$66.00	X					
75071	Karen Cochran 39 S Florida St	Self	Electrical Reconnect Inspection		B3	\$100.00							X
75072	Charles Widmer 207 Wood St	Self	Electrical Upgrade		B3	\$100.00							
75073	Robert Snider 103 Wood St	Self	Re-Roof Metal over Shingle	\$4,000.00			\$44.00						
75074	Ann Livesay 73 Smithfield St	Pool Queen	Pool, Deck, Fence & Locking Gate	\$10,800.00			\$118.80	X					X
75075	Perry Wolfe 47 W Lincoln St	Self	20'x30' Carport & Fence 6' Hgt	\$1,820.00			\$20.00	X					
75076	Mary Miller 9 Park St	K&Z Construction	Stabilize Crawl Space	\$2,000.00			\$22.00						
75077	Nolte Rylands Ventures 15 E Main St	Self	Replacement Windows	\$1,450.00			\$15.00						X
75078	First Baptist Church 40 Hart Ave	Mike's Kitchen & Bath	Kitchen & Sunroom Remodel	\$19,300.00			\$164.05						X
75079	Abel Insurance Group 172 S Kanawha St	Clayton Homes	28'x56' Manufactured Home-Office Use & Parking	\$130,000.00			\$715.00	X					X
75080	Josh Winnings 32 Meadow St	Self	24'x26' Carport	\$500.00			\$10.00	X					
75081	Scott Albright 110 E Main St	Reliable Roofing	Re-Roof	\$7,859.00			\$86.45		X				X
75082	Hartzel Hollen 116 Randolph St	JBS Construction	Re-Roof Metal over Shingle	\$6,800.00			\$74.80						
75083	Jennifer Powers 103 Hickory St	Crites Electric	Generator Install on 33'x54' Concrete Pad	\$2,657.00	B2	\$100.00	\$29.23	X					
75084	Ellwood Bennett 16 1/2 Cleveland Ave	Self	8'x10' Storage Building	\$800.00			\$10.00	X		X		X	
75085	Ray Sines 9 Academy St	Self	Concrete Front Porch Floor & Steps & Construct Vestibule	\$2,000.00			\$22.00	X					
75086	Gary Osburn 5 Lower Dr	Self	8'x12' Storage Building	\$500.00			\$10.00	X					
75087	Rue Thompson 144 Wood St	Self	Replace Rail on fence	\$60.00			\$10.00						
75088	Rx Remedies Inc 29 Armory Rd	City Window Construction	Phase II Inside Renovations, Outside Façade & Re-Roof	\$3,250,000.00	A	\$250.00	\$11,375.00	X	X				
75089	Craig Hyre 160 Pocahontas St	Self	Repair Brick Steps	\$1,500.00			\$16.50						
75090	Carol White 12 Island Ave Lot 1	Self	Singlewide Trailer 14'x70' & Reconnect Electrical Service	\$2,000.00	B3	\$100.00	\$22.00	X					X
75091	Nate Kennedy 36 Central Ave	Self	Replacement Windows, Doors, Siding & Fascia	\$16,000.00			\$176.00						X
75092	Rebecca Depew 86 S Florida St	Self	Replacement 6'x8 Rear Porch w/ Roof, Steps & Fence Panels	\$1,000.00			\$11.00	X					X
75093	Kyke Wilson 66 S Florida St	Self	Privacy Fence 4' Hgt	\$300.00			\$10.00	X					X
75094	Michael Talbott 14 Island Ave	Double A Construction	Re-Roof Metal over Shingle	\$6,100.00			\$67.10						X
79095	Allen Jenkins 125 Randolph St	JBS Construction	Re-Roof Metal over Shingle	\$8,400.00			\$92.40						
75096	Joanne Morrison 30 W Victoria St	Self	Re-Roof Metal over Shingle	\$6,000.00			\$66.00						
75097	Tim Mills 128 E Main St	Barkely Services LLC	Razing 8'x12' Building	\$1,800.00			\$20.00						X
75098	Casey Turner 9 Tucker St	Self	Re-Roof Shingles	\$1,500.00			\$16.50		X				
75099	Rodney Kennedy 39 N Florida St	Leigh Enterprises	Front Porch w/ Roof 8'x25'	\$5,000.00			\$55.00	X					
75100	Rich Clemens 102 Hickory St	Smalls Seal Coating & Patching	Seal Coat Existing Driveway	\$900.00			\$10.00						
TOTAL				\$3,497,046.00		\$650.00	\$13,354.83						

E.3 Approval of Payment of the Bills



FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	PITNEY BOWES INC	409-218-00	MAYOR'S POSTAGE	APRIL 2021 PERMIT POSTAGE	785.79
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	36.47
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	36.71
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	40.34
	TOSHIBA FINANCIAL SERVICES	409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	20.01
		409-341-00	MAYOR'S SUPPLIES & M	CITY HALL COPIER LEASE	139.03
	US CELLULAR	409-211-00	MAYOR'S TELEPHONE	642-1651 613-0113 0002	51.22
		409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	76.25
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	25.01
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	17.84
	AMAZON.COM	409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	5.85
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-WATPROOF PENS	3.99
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-TONER; FOLDERS; BATT; MO	59.16
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-CALCULATOR; PENS; CALC	28.76

#2,437.56 DataMax Corporation- collection of City License & B&O Tax March 2021  
#1,495.00 - NFPA National Fire Prevention- 1yr Subscription  
#6,609.75 - George Wilson- 6" Steel Forms - ADA Mats  
#3,160.37- Central Supply- Concrete Gateway West  
#1,584.60 - Amazon - 50amp extension cords for Sawbone Park  
#1,993.48 - Curb Roller- Concrete Roller Screenshot  
#11,780.00 - Flip Screen LLC - Flip Screen with 3/4 inch Mesh  
#1,000.00 - Bucknham Lodge of The Knights of Pythias - Earnest money Property Purchase 65 E. Main st

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	DATAMAX CORPORATION	409-341-00	MAYOR'S SUPPLIES & M	PCRD-COLORED PAPER	17.00
		409-341-00	MAYOR'S SUPPLIES & M	MAR 2021 CITY LIC & B&O TX	2,437.56
	LOG ME IN - GOTOMEETING	409-341-00	MAYOR'S SUPPLIES & M	PCRD-GO TO MEETING	19.00
		409-105-00	MAYOR'S INSURANCE	GF APR 2021 HSA FEES	6.50
	ICMA-INTERNATIONAL CITY/COUN	409-341-00	MAYOR'S SUPPLIES & M	PCRD-MEMBERSHIP	70.00
		409-211-00	MAYOR'S TELEPHONE	304-704-8355 PARKING ENFOR	52.70
	AT&T MOBILITY	409-211-00	MAYOR'S TELEPHONE	472-1651-101515-4 CITY HAL	67.89
		409-211-00	MAYOR'S TELEPHONE	304-003-2273-060600-4	24.17
	FRONTIER	409-211-00	MAYOR'S TELEPHONE	4/16/2021 - 4/30/2021	403.43
		409-211-00	MAYOR'S TELEPHONE	4/16/2021 - 4/30/2021	4,424.68
	TOTAL:				4,424.68
	WESTFIELD INSURANCE	410-226-00	COUNCIL INSURANCE (P	4-1-21 TO 4-1-22 QTRLY PLA	1,890.47
		410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	20.00
	UPSHUR COUNTY COMMISSION	410-460-00	CAT CONTROL EXPENSE	6 CATS CAUGHT IN MARCH 202	60.00
		410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	62.00
COUNCIL	INTERNAL REVENUE SERVICE	410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	14.50
		410-104-00	COUNCIL'S F.I.C.A.	4/16/2021 - 4/30/2021	400.00
	TOTAL:				2,446.97
	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	19.21
		411-104-00	RECORDER'S F.I.C.A.	FICA WITHHELD AND MATCHED	31.00
	INTERNAL REVENUE SERVICE	411-104-00	RECORDER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	7.25
		411-104-00	RECORDER'S F.I.C.A.	4/16/2021 - 4/30/2021	57.46
	TOTAL:				57.46
	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.07
		413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.08
	INTERNAL REVENUE SERVICE	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.08
		413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	19.27
	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
TREASURER	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.51
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.51
	PAYFLEX	413-105-00	TREASURER'S GROUP IN	GF APR 2021 HSA FEES	3.25
		413-105-00	TREASURER'S GROUP IN	4/16/2021 - 4/30/2021	310.77
	TOTAL:				454.81
	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
	TOTAL:				47.81
	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	417-106-00	CITY ATTORNEY RETIRE	WV RETIREMENT CONTRIBUTION	50.00
		417-104-00	CITY ATTORNEY FICA	FICA WITHHELD AND MATCHED	31.00
	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
CITY ATTORNEY	INTERNAL REVENUE SERVICE	417-104-00	CITY ATTORNEY FICA	MEDICARE WITHHELD & MATCHE	7.25
		417-104-00	CITY ATTORNEY FICA	4/16/2021 - 4/30/2021	500.00
	TOTAL:				726.50
	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	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	140.62
		437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	87.18
	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.	FICA WITHHELD AND MATCHED	87.18



FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	20.39
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	20.39
	PAYFLEX	437-105-00	ZONING HEALTH INS	GF APR 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			4/16/2021 - 4/30/2021	1,406.15
				TOTAL:	2,046.40
DATA PROCESSING	COMMUNITY BANK	439-459-00	DATA PROCESSING CAPI	ACCT#771901071 MAY COMP	385.84
				TOTAL:	385.84
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110088782062 70 E MAIN ST	1,023.69
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CITY HALL APR PEST INSPECT	31.00
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	126.58
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	145.31
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	145.31
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	CITY HALL SUPPLIES	24.27
		440-341-00	CITY HALL SUPPLIES	POTTING SOIL	5.89
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	77.57
		440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	90.09
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	18.14
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	21.07
	PAYFLEX	440-105-00	CITY HALL JANITOR IN	GF APR 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			4/16/2021 - 4/30/2021	1,453.06
				TOTAL:	3,165.23
POLICE	RALSTON PRESS INC	700-341-00	POLICE DEPT. MAT & S	WARNING CITATION BOOKS	545.14
		700-341-00	POLICE DEPT. MAT & S	WARNINGBOOKS, BUS CRDS	106.44
	HOLIDAY INN	700-214-00	POLICE DEPT. TRAVEL	PCRD-LODGING @ DRUG INTERD	84.69
	LOWES BUSINESS ACCOUNTS	700-341-00	POLICE DEPT. MAT & S	HERCULES TAPE	316.77
		700-341-00	POLICE DEPT. MAT & S	STEEL CABINETS	1,035.48
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,847.23
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	2,028.95
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,713.56
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	POLICE DEPT COPIER LEASE	161.70
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	547.50
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	606.11
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	694.97
	US CELLULAR	700-211-00	POLICE DEPT. TELEPHO	940-1797 642-5723	374.25
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,517.82
		700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,569.32
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	354.96
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	367.03
	AMAZON.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-WEBCAM	34.99
		700-341-00	POLICE DEPT. MAT & S	PCRD-FLASH DRIVES & WEBCAM	235.89
		700-341-00	POLICE DEPT. MAT & S	PCRD-DIGITAL CAMERAS	122.97
	PAYFLEX	700-105-00	POLICE DEPT. GROUP I	GF APR 2021 HSA FEES	32.50
	SEALIFEPARTSDIRECT.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-USB ADAPTER & CABLE	29.94
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	TRASH BAGS	66.09
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	87.74
	**PAYROLL EXPENSES			4/16/2021 - 4/30/2021	27,424.48
				TOTAL:	41,906.52
FIRE	J.P. MORGAN EQUIPMENT FINAN	706-459-00	FIRE DEPT. CAPITAL O	MAY 2021 FIRE TRK PYMT	3,678.20
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	770.89
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	826.38

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disbursements 4-16-21 to 4-30-21

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	772.68
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	663.30
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	695.43
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	625.05
	INTERSTATE RESCUE	706-221-00	FIRE DEPT. TRAINING	PCRD-BRIDGEPORT FIRE EXPO	495.00
	ST JOSEPH HOSPITAL OF BUCKHA	706-341-00	FIRE DEPT. MATERIAL	DRUGS MED BAG	54.85
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	958.05
		706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	961.83
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	224.06
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	224.94
	NFPA NATIONAL FIRE PREVENTIO	706-459-00	FIRE DEPT. CAPITAL O	PCRD-1YR SUBSCRIPTION NFPA	1,495.00
	PAYFLEX	706-105-00	FIRE DEPT. GROUP INS	GF APR 2021 HSA FEES	22.75
	CENTER FOR PUBLIC SAFETY EXC	706-221-00	FIRE DEPT. TRAINING	PCRD-QUALITY IMPROVMENT FO	324.95
	WV PROFESSIONAL FIRE CHIEFS	706-341-00	FIRE DEPT. MATERIAL	MEMBERSHIP DUES	100.00
	OZARK MOUNTAIN LEATHER WORKS	706-345-00	FIRE DEPT. UNIFORMS	PCRD-STRAPS-GLOVE&RADIO	213.00
	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	PANTS, BELT, SHIRT	220.18
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	88.37
	**PAYROLL EXPENSES			4/16/2021 - 4/30/2021	15,080.30
				TOTAL:	28,545.76
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	STREET DEPT WASTE APR 2021	131.92
	MON POWER	750-213-00	STREET DEPT. UTILITI	110084762464 20 FACTORY ST	42.84
		750-213-00	STREET DEPT. UTILITI	110084762126 24 FACTORY	28.36
		750-213-00	STREET DEPT. UTILITI	110084761755 17 1/2 FACTOR	12.08
		750-213-00	STREET DEPT. UTILITI	110088783078 22 S FLORIDA	1,190.32
		750-213-00	STREET DEPT. UTILITI	110148096107 15 MADISON ST	206.89
	VALLEY STEEL SERVICE	750-341-00	STREET DEPT. MAT & S	1" & 1 1/4" Round stock	249.89
		750-458-05	STREET DEPT PROJECTS	4x4 and 1 1/2 tubing	1,484.16
	JEFFERD'S CORP	750-343-00	STREET DEPT. AUTO SU	Brake disc for forklift	453.43
	RITE-WAY HEATING & PLUMBING	750-341-00	STREET DEPT. MAT & S	2-1"SBxmale fittings	31.42
	SCOTT ELECTRIC CORP	750-458-05	STREET DEPT PROJECTS	100V box w/ outlets	57.71
		750-458-08	GATEWAY WEST GRANT E	3" conduit and wire	1,473.60
		750-458-08	GATEWAY WEST GRANT E	Wire for GWW	14.61
		750-458-08	GATEWAY WEST GRANT E	Wire and parts for GWW	14.44
		750-458-08	GATEWAY WEST GRANT E	Wire and parts for GWW	1,252.09
		750-458-08	GATEWAY WEST GRANT E	Wire for GWW	1,164.78
		750-458-08	GATEWAY WEST GRANT E	3" conduit and wire	388.26
	WESTFIELD INSURANCE	750-226-00	STREET DEPT. INSURAN	4-1-21 TO 4-1-22 QTRLY PLA	1,148.68
	TATE COMMUNICATIONS	750-341-00	STREET DEPT. MAT & S	Matreials and labor	105.71
	HARBOR FREIGHT TOOLS	750-341-00	STREET DEPT. MAT & S	PCRD-BATTERY CHARGER FOR G	17.98
	WV DEPT ENVIRONMENTAL PROTEC	750-458-08	GATEWAY WEST GRANT E	GROUNDWATER FEE, PERMIT	150.00
	LOWES BUSINESS ACCOUNTS	750-458-08	GATEWAY WEST GRANT E	5/4 Boards	33.54
		750-341-00	STREET DEPT. MAT & S	Door and 4x4's	823.77
		750-341-00	STREET DEPT. MAT & S	2x6 boards for shop wall	39.86
		750-341-00	STREET DEPT. MAT & S	DOOR HANDLE	58.86
		750-341-00	STREET DEPT. MAT & S	MATERIALS	331.21
		750-341-00	STREET DEPT. MAT & S	Lumber for wall	460.57
		750-341-00	STREET DEPT. MAT & S	Letters for sign's	115.45
	GEORGE L. WILSON INC.	750-341-00	STREET DEPT. MAT & S	Door for Shop	772.00
		750-458-05	STREET DEPT PROJECTS	6" steel forms	6,009.75
	CENTRAL SUPPLY CO	750-458-08	GATEWAY WEST GRANT E	16.5yds concrete	3,100.37
	CRISS SALES & SERVICE	750-343-00	STREET DEPT. AUTO SU	Service repair	77.58
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	STREET MAY CONCRETE TRK PY	2,676.74

05-04-2021 03:23 PM		disbursements 4-16-21 to 4-30-21			PAGE: 5	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,067.59	
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	950.43	
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,032.62	
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	452.91	
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	560.61	
	JOHN BOGESS dba VJG ASSOCIA	750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	402.56	
		750-341-00	STREET DEPT. MAT & S	Safety glasses and Lens W	23.92	
		750-341-00	STREET DEPT. MAT & S	Safety glasses and Lens W	102.00	
		750-211-00	STREET DEPT. TELEPHO	642-1601940-2024 642-4948	240.00	
		750-341-00	STREET DEPT. MAT & S	PCRD-APPLE IPAD FOR GIS WO	122.41	
	WALMART STORES INC -BUCKHANN	750-341-00	STREET DEPT. MAT & S	STREET DEPT APR PEST INSPE	31.50	
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,000.50	
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	892.15	
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	233.98	
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	208.63	
	PEOPLES NATURAL GAS	750-213-00	STREET DEPT. UTILITI	GAS BILL 395 MUDLICK	637.14	
		750-341-00	STREET DEPT. MAT & S	PCRD-SPIKED SANDALS & FLOO	126.44	
		750-341-00	STREET DEPT. MAT & S	PCRD-SPIKED SANDALS & FLOO	126.43	
		750-458-05	STREET DEPT PROJECTS	PCRD-50AMP EXT CORDS JAWBO	1,584.60	
		750-458-05	STREET DEPT PROJECTS	PCRD-BULK BAGS FOR DRY MOR	213.99	
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-EXHAUST FAN	113.77	
		750-458-05	STREET DEPT PROJECTS	PCRD-50A RECEPT-JAWBONE PR	147.20	
		750-458-08	GATEWAY WEST GRANT E	GATEWAY WEST PS 2	450.00	
		750-105-00	STREET DEPT. GROUP I	GF APR 2021 HSA FEES	32.50	
		750-343-00	STREET DEPT. AUTO SU	PCRD-OBD II KITS	195.00	
	ASCENT CONSULTING & ENGINEER	750-458-05	STREET DEPT PROJECTS	Hauling Dry bulk cement	839.30	
		750-458-05	STREET DEPT PROJECTS	PCRD-SAND FOR CONCRETE BAT	405.12	
		750-458-05	STREET DEPT PROJECTS	PCRD-CONCRETE ROLLER SCREE	1,983.48	
		750-459-00	STREET DEPT. CAPITAL	PCRD-FLIP SCREEN W/3/4IN M	11,780.00	
		750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	86.99	
	**PAYROLL EXPENSES				4/16/2021 - 4/30/2021	19,479.36
					TOTAL:	69,642.00
	STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110088782484 E. MAIN ST	73.45
			751-213-00	STREET LIGHTS	110100156733 107 E MAIN ST	117.34
					TOTAL:	190.79
	TRAFFIC SIGNALS & SIGN MON POWER		752-213-00	TRAFFIC SIGNALS POWE	110087174485 S. KANAWHA ST	25.29
			752-213-00	TRAFFIC SIGNALS POWE	110088235830 REGER ST RT 2	49.58
			752-230-00	SIGNS & SIGNALS	Street Sign faces	192.00
			752-230-00	SIGNS & SIGNALS	PCRD-SIGN BLANKS	625.00
						TOTAL:
ARTS-THEATRE	BUCKHANNON UTIL BOARDS	906-450-01	THEATRE BUILDING	THEATRE PROJECT WASTE APR2	134.87	
		906-450-01	THEATRE BUILDING	BAL DUE ON INV #2468192	0.10	
		906-450-01	THEATRE BUILDING	Wire for Theater basement	633.70	
					TOTAL:	768.67
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110084592119 SYC	838.67	
		907-213-00	UTILITIES	110084767208 79 E MAIN ST	7.00	
		907-341-00	MATERIALS & SUPPLIES	CLEANING SUPPLIES	347.80	
		907-354-00	DRILL TEAM	PCRD-BATONS	323.76	
		907-213-00	UTILITIES	383925-483167 70 E MAIN ST	556.84	
	DRILLCOMP, INC	907-354-00	DRILL TEAM	PCRD-FLAG POLES TWIRLING R	256.25	

E.4 Approval Resignation of Alisa Lively from the Police Civil Service Commission (Chamber of Commerce Appointment)

April 19, 2021

Mayor Robbie Skinner  
70 E. Main Street  
Buckhannon, WV 26201

Mayor Skinner,

Please allow this letter to be my official resignation from the Police Civil Service Commission effective immediately. As I was appointed by the Buckhannon Upshur Chamber of Commerce as a representative to the Commission, I have notified Tammy Reger, Executive Director, to work with you to replace my position.

Sincerely,



Alisa M. Lively  
304-439-5214  
Lively\_a@wwvc.edu

E.5 Approval Resignation of Sean Harris from the Buckhannon Planning Commission

From: Sean Harris <[harris.seant@gmail.com](mailto:harris.seant@gmail.com)>  
Date: Fri, Apr 23, 2021 at 12:15 PM  
Subject: Planning Commission  
To: <[amby.j@buckhannonwv.org](mailto:amby.j@buckhannonwv.org)>, Robbie Skinner <[rskinner@dyerinsgroup.com](mailto:rskinner@dyerinsgroup.com)>, BUChamber Info <[info@buchamber.com](mailto:info@buchamber.com)>

Committee Members,

I am writing today Friday, April 23, 2021 to formally resign my seat on the City of Buckhannon Planning Commission. I have been asked by the Buckhannon - Upshur Chamber of Commerce to serve on the Police Civil Service Commission, as the Chamber Representative. In doing so I can no longer serve on two committees by the City of Buckhannon by laws. I want to thank you for allowing me to serve Buckhannon. I look forward to continuing to do so on the Police Civil Service Commission.

Regards,  
Sean T Harris

**E.6 Approval Appointment of Sean Harris to the Police Civil Service Commission  
(Chamber of Commerce Appointment)**



The Buckhannon-Upshur Chamber of Commerce understands that the appointed seat that was previously filled by Alisa Lively is now vacant. The Buckhannon-Upshur Chamber of Commerce would like to appoint Sean Harris to fill the unexpired Police Civil Service Commission term.

Thank you,  
Tammy Reger  
Buckhannon-Upshur Chamber of Commerce  
Executive Director

**Motion to approve Consent Agenda items E.1 through E.6 except for the approval of the Minutes of the Regular Meeting of 04/15/2021 was made by Thomas/Rylands. Motion carried.**

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

**F.1 Discussion/Possible Action Resolution No. 2021-04 Acceptance of the Quitclaim Deed from Pamela Perrine 15 Cleveland Avenue** - The Mayor recognized City Attorney O’Neill who explained Resolution No. 2021-04 which provides the City the ability to accept the Quitclaim Deed from Pamela Perrine 15 Cleveland Avenue.

**Motion to approve Resolution No. 2021-04 Acceptance of the Quitclaim Deed from Pamela Perrine 15 Cleveland Avenue was made by Thomas/Sanders. Motion carried by the following Roll Call vote:**

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

**RESOLUTION NO. 2021-04 OF THE COUNCIL OF THE CITY OF BUCKHANNON  
AUTHORIZING THE CITY’S ACCEPTANCE OF THE QUITCLAIM DEED OF DEDICATION FROM  
PAMELA S. PERRINE, RESPECTING A LOT, TRACT, OR PARCEL OF LAND AT 15 CLEVELAND  
AVENUE, IN THE CITY OF BUCKHANNON, ALL OF WHICH REAL ESTATE IS SITUATED ALONG  
THE BUCKHANNON RIVER, IN CORPORATION DISTRICT, UPSHUR COUNTY, WEST VIRGINIA**

WHEREAS, a Quitclaim Deed of Dedication dated April 21, 2021, was presented to the Council of the City of Buckhannon during its regularly scheduled meeting of May 6, 2021, which said deed had been fully and properly executed and acknowledged by the Grantor thereto, i.e., Pamela S. Perrine, and further which deed was tendered for acceptance by the City Council respecting that certain lot, tract or parcel of land situate at 15 Cleveland Avenue, in the City of Buckhannon, and further which real estate is generally situated along the banks of the Buckhannon River, 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 dedication and conveyance of real estate during the May 6, 2021, meeting to accept the aforesaid Quitclaim Deed of Dedication from Pamela S. Perrine, Grantor.

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


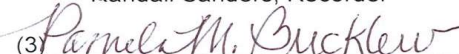



(1) That the Quitclaim Deed dated April 21, 2021, from Pamela S. Perrine, to the City of Buckhannon, a West Virginia municipal corporation, respecting the real estate which is more particularly described in the aforesaid deed is hereby and in all respects accepted by the Council of the City of Buckhannon; and,

(2) That the Deed of Dedication 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 of Dedication, and that the Deed of Dedication, together with this Resolution then shall be recorded in the Office of the Clerk of the County Commission of Upshur County, West Virginia, to evidence the dedication and 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) <u></u> Robert N. Skinner, III, Mayor	_____
(2) <u></u> Randall Sanders, Recorder	_____
(3) <u></u> Pamela M. Bucklew, Council Member	_____
(4) _____ Mary Albaugh, Council Member	_____
(5) <u></u> Jack Reger, Council Member	_____
(6) _____ J. David Thomas, Council Member	_____
(7) <u></u> Clifford J. Rylands, Council Member	_____

CERTIFICATE OF ADOPTION

I, Randall Sanders, City Recorder of the City of Buckhannon, a West Virginia, municipal corporation, do hereby certify that the foregoing Resolution 2021-04 was lawfully adopted by the Council of the City of Buckhannon during a regular meeting of the City Council convened at Buckhannon City Hall, 70 East Main Street, in Buckhannon, Upshur County, West Virginia, on May 6, 2021.

  
Randall Sanders, City Recorder

**F.2 Approval Indemnification Agreement with USI Insurance & WVPEIA** - The Mayor and Amby Jenkins provided an overview of the Indemnification Agreement with USI Insurance & WVPEIA.

**Motion to approve the Indemnification Agreement with USI Insurance & WVPEIA was made by Rylands/Thomas. Motion carried unanimously.**

**INDEMNIFICATION AGREE**

This Indemnification Agreement ("Agreement") is effective as of May 6, 2021, by and between the West Virginia Public Employees Insurance Agency ("Indemnatee") and the City of Buckhannon, WV, and USI Insurance Services ("Indemnitors").

WHEREAS, the Indemnitors wish to provide for the indemnification of, and advancement of expenses to, Indemnitee to the maximum extent permitted by law;

WHEREAS, Indemnitee does not regard the current protection available as adequate under the present circumstances;

WHEREAS, it is reasonable, prudent, and necessary for the Indemnitors contractually to obligate themselves to indemnify the Indemnitee to the fullest extent permitted by applicable law.

NOW, THEREFORE, in consideration of the foregoing, the Indemnitors and indemnitee hereby agree as set forth below.

Indemnitors shall indemnify and hold the Indemnitee and its officers, directors, employees and agents harmless from and against any claim, cause of action, liability, damage, cost or expense ("Liabilities") to which the Indemnitee becomes subject to as a result of third party claims (including reasonable attorneys' fees and court or proceeding costs) brought against the Indemnitee, which arise as a result of: (i) the violation of the Health Insurance Portability and Accountability Act, including both the Privacy Rule and the Security Rule, or other federal or state privacy laws, rules, or regulations arising from or related to the information or data maintained by an Indemnitor; or (ii) the gross negligence or willful misconduct of an Indemnitor related to any security incident or privacy breach and/or unauthorized disclosure arising from information or data maintained by the Indemnitor, except to the extent such Liabilities were caused by the Indemnitee. A party entitled to indemnification hereunder shall give prompt written notification to the Indemnitor of the commencement of any action, suit or proceeding relating to a third-party claim for which indemnification is sought, subject to applicable confidentiality constraints. The Indemnifying Party shall be entitled to assume control of the defense of such action, suit, proceeding or claim with competent counsel of its choosing. Indemnification shall not be required if any claim is settled without the Indemnitor's consent, which such consent shall not be unreasonably withheld.

Signed and dated this \_\_\_\_ day of May, 2021 by \_\_\_\_\_, as the duly authorized representative of the Indemnitee, the West Virginia Public Employees Insurance Agency.

Signed and dated this 6<sup>th</sup> day of May, 2021 by \_\_\_\_\_, as the duly authorized representative of the Indemnitor, the City of Buckhannon, WV.

Signed and dated the 6<sup>th</sup> day of May, 2021 by \_\_\_\_\_, as the duly authorized representative of the Indemnitor, USI Insurance Services.

### **F.3 Discussion Board Vacancies: Planning Commission, BU Airport Authority, Buckhannon River Watershed Association & Fire Department Accreditation Policy Review Committee.**

The Mayor explained the openings and noted that the only recommendation that could be made at this meeting was that of CJ Rylands to the Fire Department Accreditation Policy Review Committee. The Mayor asked the members of Council to consider the other appointments that are necessary.

**Motion to approve the appointment of CJ Rylands to the Fire Department Accreditation Policy Review Committee was made by Sanders/Thomas. Motion carried unanimously with Council Member Ryland's abstaining.**



**F.4 Discussion/Possible Action WAMSB Funding Allocation** - The Mayor recognized Amby Jenkins and Tom O'Neill who provided an overview of the financial and marketing status of the WAMSB event. Amby reviewed Council's agreement this past February to contribute \$100,000 toward a grant, but that was about the same time Callie Cronin-Sams left the City's employ, and the final application was never submitted. Since that time, we have met with Region VII to ask them to seek grants to assist with this event and we anticipate there will be grant funds available in some form. One of the challenges the WAMSB planning committee is running into is how to handle the finances. The State Auditor's office suggested that a separate fund and checking account should be established. Mr. O'Neill recommended that the WAMSB Buckhannon Host Committee establish their own corporate organization to manage the functions of this event and he has assisted in obtaining the federal ID number and we have asked a local accountant to assist the Committee in applying for a 501-3-c status with the IRS. The City Attorney notes that this newly organized committee can begin operations immediately while waiting on the 501-3-c application. This committee would operate much like the other local event boards and committees, in that the city can contribute to this organization. The WAMSB Buckhannon Host Committee currently consists of the following people: Randy Sanders, Amby Jenkins, Callie Cronin-Sams, Alisa Lively, Laura Meadows, and Brad Kellison. This committee will need funding while waiting on sponsorships. Amby does not anticipate the sponsorships will happen quickly. The question is whether the City Council is willing to contribute the \$100,000 that was committed toward the grant to this organization? This would enable that committee to begin the process, acquire insurance, establish an international social media presence, etc. One of the most important tasks will be to engage a media consultant that will begin seeking corporation sponsorships. We are also working with Dionne Allen of Region VII to look for grants to help fund this project.

Council Member Thomas spoke in favor of approving the \$100,000 commitment citing the impact the event will have on the area and that this was a perfect type of activity when the proceeds of the sales tax revenues should be reinvested.

**Motion to approve the \$100,000 funding allocation to the WAMSB Buckhannon Host Committee, Inc., was made by Thomas/Rylands. The Mayor opened the floor for discussion. Council Member Bucklew, who stated that she was 100% in favor of the event, asked what the \$100,000 would be used for. Both Mrs. Jenkins and Mr. O'Neill explained the various costs involved with an event of this magnitude, including the insurance, engaging a media consultant to establish an international social media presence, creating the physical infrastructure necessary, etc. She also asked where any leftover money would go after the conclusion of the event. Mrs. Jenkins stated that it would have to go to another charitable organization that has a 501-3-c status. The Mayor called for the question. The motion carried unanimously with City Recorder and Council Member Sanders abstaining from the vote and it was noted that he also abstained from the discussion.**

**F.5 Discussion/Possible Action Property Purchase 65 E Main Street RE: Deed & Resolution No. 2021-05** - City Attorney O'Neill explained that the purchase agreement 65 E Main Street RE: Deed & Resolution No. 2021-05 was in the Council's packet and everything is on schedule for this purchase. No action was necessary.



215 S. THIRD STREET • SUITE 400 • CLARKSBURG, WV 26301  
304-523-2100 • F: 304-523-2347

[WWW.JENKINSFENSTERMAKER.COM](http://WWW.JENKINSFENSTERMAKER.COM)

Allison J. Farrell, Esq.  
Direct Dial: (304) 399-9763  
E-mail: [ajf@jenkinsfenstermaker.com](mailto:ajf@jenkinsfenstermaker.com)

April 19, 2021

**VIA FEDEX**  
Thomas O'Neill, Esq.  
City Attorney  
City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201

Re: Knights of Pythias Real Estate Sale  
65 East Main Street, Buckhannon, WV 26201

Mr. O'Neill,

Please find enclosed the Agreement for Sale and Purchase of Real Estate by and between the Knights of Pythias and the City of Buckhannon.

Once your client has signed, please return a fully executed copy to my office.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

*Allison Farrell*  
Allison J. Farrell

AJF/ado  
Enclosures

THIS AGREEMENT FOR THE SALE AND PURCHASE OF REAL ESTATE ("Agreement")

is by and between

The Buckhannon Lodge of the Knights of Pythias  
("Seller"),

AND

The City of Buckhannon, West Virginia, a municipal corporation ("Purchaser"),

(together, the "Parties")

and is dated this 28<sup>th</sup> day of March, 2021

WHEREAS:

- A. Seller owns a certain parcel of real estate with a commonly known address of 65 East Main Street, Buckhannon, West Virginia, and which is identified on the real property tax records of Upshur County, West Virginia as Corporation District, Map 4, Parcel 362, together with all improvements thereon and appurtenances thereunto belonging, including all fixtures (the "Subject Property"), and desire to sell the same;
- B. Purchaser desires to purchase the Subject Property;
- C. The Purchaser, as a West Virginia municipality, must complete certain steps in order to legally acquire title to the Subject Property, including the adoption of a municipal ordinance. This Agreement is intended to secure to the Purchaser a reasonable opportunity to undertake its required due diligence in furtherance of the acquisition.

NOW, THEREFORE, WITNESSETH, that the Parties do hereby covenant and agree as follows:

- 1. Seller agrees to sell, and Purchaser agrees to purchase, the Subject Property for the sale price of ONE HUNDRED FORTY-FIVE THOUSAND DOLLARS (\$145,000.00), (the "Purchase Price"), as follows: a) upon execution of this Agreement, the Purchaser shall pay to the Seller the sum of One Thousand Dollars (\$1,000.00) as an earnest money deposit. This deposit shall be credited to the benefit of the Purchaser at the time of closing; and b) at Closing, Purchaser shall tender the remaining balance of One Hundred Forty-Four Thousand Dollars (\$144,000.00) to the Seller, less any deductions, charges, or debits creditable thereto, in current United States funds.
- 2. The parties covenant and agree that this Agreement vests the Purchaser with equitable title to the Subject Property, with the intent of the Seller to convey legal title thereto to the Purchaser upon full payment of the Purchase Price at closing.
- 3. This Agreement shall terminate upon the closing of the Subject Property and transfer of legal title thereof with the delivery of a Warranty Deed as provided for in Paragraph 11, below. Closing shall take place no later than May 31, 2021. Prior to closing, Purchaser shall have the right to inspect, appraise, survey, or otherwise test the Subject Property at its sole discretion, and shall have access to the Subject Property as necessary. Upon request by the Purchaser, the Seller agrees to share a copy of the latest appraisal of the Subject Property.
- 4. [Reserved]
- 5. Purchaser shall take possession of the Subject Property at the time of closing but shall have reasonable access thereto for purposes of preparing for the closing of the transaction contemplated by this Agreement.
- 6. Purchaser agrees that the Seller has not made, nor makes any representations or warranties as to the condition of the premises, the condition of the buildings, appurtenances and fixtures located thereon, and/or the location of the boundaries. Purchaser accepts the property in its "as-is" condition.
- 7. **Taxes and Assessments:** Seller shall pay all taxes, levies, or assessments which are or have been assessed or levied against the Subject Property.
- 8. **Time is of the Essence:** Time is of the essence in the performance of each and every term and provision in this Agreement by Purchaser.

9. Title Examination: Purchaser agrees that any title examination it desires on the Subject Property shall be undertaken at Purchaser’s sole expense; Purchaser shall give notice of any title defects in writing to Seller’s counsel, being Allison J. Farrell, Jenkins Fenstermaker, PLLC, 215 S. Third Street, Suite 400, Clarksburg, WV 26301, on or before May 1, 2021 and if Purchaser fails to do so then any title objections that could have been made by Purchaser will be deemed waived.

10. **Default:** If the Purchaser shall fail to perform any of the covenants or conditions contained in this Agreement on or before the date on which the performance is required, the Seller shall give Purchaser notice of default or performance, stating the Purchaser is allowed fourteen (14) days from the date of the Notice to cure the default or performance. In the event the default or failure of performance is not cured within the 14 day time period, this Agreement shall stand cancelled upon written notice delivered by the Seller to the Purchaser, and Seller may retain the earnest money deposit specified above as liquidated damages, with such liquidated damages being the limit of any recovery by the Seller. If the Purchaser terminates this Agreement for reasons of a structural, title, or other incurable defect of the Subject Property, Purchaser shall be entitled to a refund of its earnest money deposit upon disclosure of the particular defect which justifies its cancellation of this Agreement; otherwise, Seller may retain said earnest money deposit as liquidated damages.

11. Seller acknowledges that in order to close the transaction contemplated by this Agreement, the Purchaser must, through its City Council, adopt an ordinance authorizing its purchase of the Subject Property. In the event the Buckhannon City Council does not adopt the necessary ordinance then this Agreement shall be voidable by either of the Parties and have no force or effect. If this Agreement is voided due to the City Council’s refusal or failure to adopt an ordinance authorizing the purchase of the Subject Property, the Seller shall keep the earnest money deposit as liquidated damages.

12. Upon payment of the Purchase Price and any other amounts due Seller, Seller agrees to deliver to Purchaser a General Warranty Deed to the Subject Property, free and clear of any liens or encumbrances other than taxes and assessments for the current year. Purchaser’s counsel will prepare the instrument of transfer. Should Seller be unable or unwilling to deliver such an instrument, Purchaser may initiate an action in the Circuit Court of Upshur County for specific performance of its obligations under this Agreement. At closing, Seller

shall be responsible for the payment of any real estate transfer tax or the costs of recording any documents releasing any liens against the Subject Property which may accrue, and the Parties agree to bear their own respective attorney’s fees or associated costs. Purchaser shall be responsible for the costs associated with recordation of the deed.

13. All notices required hereunder shall be deemed to have been made when deposited in the U. S. Mail, postage prepaid, certified, return receipt requested, to the Purchaser or Seller at the addresses listed below. All notices required hereunder shall be sent to:

<b>Seller:</b>	Buckhannon Lodge Knights of Pythias 2393 Lee Glass Road Buckhannon, WV 26201____
	and
	Allison J. Farrell, Esq. Jenkins Fenstermaker, PLLC 215 S. Third Street, Suite 400 Clarksburg, WV 26301 _____
<b>Purchaser:</b>	City of Buckhannon, West Virginia Thomas J. O’Neill, City Attorney 70 East Main Street Buckhannon, WV 26201

and when mailed, postage prepaid, to said address, shall be binding and conclusively presumed to be served upon said parties respectively.

14. Purchaser shall not sell, assign, transfer or convey any interest in the Subject Property or this Agreement, prior to closing, without first securing the prior written consent of the Seller.

15. This Agreement embodies and constitutes the entire understanding between the parties with respect to the transactions contemplated herein. All prior or contemporaneous agreements, understandings, representations, oral or written, are merged into this Agreement.



16. This Agreement shall not be modified, or amended except by an instrument in writing signed by all parties.
17. No delay or failure on the part of any party hereto in exercising any right, power or privilege under this Agreement or under any other documents furnished in connection with or pursuant to this Agreement shall impair any such right, power or privilege or be construed as a waiver of any default or any acquiescence therein. No single or partial exercise of any such right, power or privilege shall preclude the further exercise of such right, power or privilege, or the exercise of any other right, power or privilege. No waiver shall be valid against any party hereto unless made in writing and signed by the party against whom enforcement of such waiver is sought and then only to the extent expressly specified therein.
18. If any one or more of the provisions contained in this Agreement shall be held illegal or unenforceable by a court, no other provisions shall be affected by this holding. The parties intend that in the event one or more provisions of this agreement are declared invalid or unenforceable, the remaining provisions shall remain enforceable and this agreement shall be interpreted by a Court in favor of survival of all remaining provisions.

AGREED TO BY THE PARTIES ON THE DATE FIRST ABOVE WRITTEN

Purchaser:

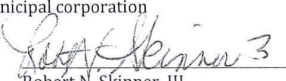
Seller:

City of Buckhannon, West Virginia  
a municipal corporation

Buckhannon Lodge, Knights of Pythias

By:


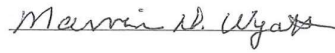
Its:

  
Robert N. Skinner, III  
Mayor

By:

By:

Its:

  
Warren H. DeBall, Trust  
  
Marvin D. Wyatt

Trustees

**F.6 Discussion/Possible Action Process to Increase Water Rates as recommended by the Water Board RE: Ordinance No. 451** - City Attorney O'Neill explained the process to increase Water Rates as recommended by the Water Board and explained in Ordinance No. 451. Both he and Amby Jenkins provided an overview of the recent rate study that was conducted by Todd Dingess, CPA of Smith Cochran Hicks PLLC, and the fact that the Water Department is currently running at a loss and are unable to meet State Code funding requirements. Council Member Rylands asked for clarification on the rate breakdowns and the recommended increases to residential and commercial customers and the rates charged to resale customers such as the PSDs. Mr. O'Neill explained the residential and commercial customers increase was going up 25% and the resale customer rates were going up 42%. Further discussion took place regarding the fairness of the rates being charged to customers in the City versus rates being charged to resale customers. Mr. O'Neill noted that currently the Buckhannon Water Board rates rank us in the lowest 10% of all rates charged in West Virginia. If the proposed rate increases are approved, the Buckhannon Water Board rates will rank us in the lowest 20% of all rates charged in West Virginia. The Mayor also reminded us that the Water Board must remain self-sufficient and pay all its expenses from its own revenues. Various items concerning the Water Department were discussed among the entire Council including performing a rate study every three years rather than waiting so long between rate studies. This has been a recommendation of Council Member Reger who has also recommend this be the case for all utilities' and do so on a rotating basis,

**Motion to approve the first of three readings 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 was made by Thomas/Sanders. Motion carried unanimously.**

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:	





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)

NOTE: 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., July 18, 2021; however, the rates established herein shall take effect on August 1, 2021.

FIRST READING:	May 6, 2021
SECOND READING:	May 20, 2021
THIRD READING, PASSAGE AND ADOPTION:	June 3, 2021

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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 3, 2021.

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Randall Sanders, City Recorder

**G. Comments and Announcements**

- **Council Member Albaugh** - Absent
- **Council Member Bucklew** – Mrs. Bucklew has had people ask her if within the City limits, is there anything that we can do about obscenities that are in peoples yards noting that young people can see them? Mr. O'Neill explained that if it is on private property, he does not think there is anything that we can do. He explained that vulgarity is different from obscenity. The language on the flag in question is considered vulgar rather than obscene.
- **Council Member Rylands** – Mr. Rylands saw the concrete mixer used on Main Street and was happy with the way it works. While he was watching it, he saw a reckless driver that he reported to the City Police. A few hours later a BPD Officer followed up on it and he was pleased that the BPD are handling these items so professionally.
- **Council Member Thomas** – Mr. Thomas asks that everyone be more respectful to their fellow human beings. He is thankful that he lives in Buckhannon, WV where people are still thoughtful to one another.
- **Council Member Reger** – Mr. Reger thanked the BFD Volunteers that were in attendance today and he thanked all for allowing him to participate remotely until he is cleared to participate in person.
- **City Recorder Sanders** – Mr. Sanders thanks the Council for their support for the WAMSB event with the vote earlier in the meeting and the commitment of \$100,000. He spoke of his presentation to the Buckhannon-Upshur Rotary Club earlier in the week and noted their offer to assist on a global way with Rotary International. He also reported that we now have commitments of bands from the following countries: Africa, Bahamas, Brazil, Canada, Colombia, Costa Rica, Ecuador, El Salvador, Germany, Guatemala, Honduras, Ireland, Malaysia, Netherlands, Poland, Thailand, Uruguay, Venezuela, and Vietnam.

**H. Mayor's Comments and Announcements** – The Mayor reported that Senator Shelley Moore Capito had paid a visit to Buckhannon, along with a television crew from NBC News, earlier today. It was indicated to the Mayor that a story would appear on the NBC Nightly News with Lestor Holt the following day that would feature Buckhannon and the unique success that it was enjoying as a small town in America. He encouraged all to tune in tomorrow evening, Friday, May 7, 2021, at 6:30 PM (ET), to watch. Council Member Thomas recommend that we promote it on our Website or Facebook.



**Shelley Moore Capito**   
@SenCapito

...

Thank you to Buckhannon's mayor  
Robbie Skinner for showing me  
around town today.

It's great to see communities in West  
Virginia on the move again!



3:38 PM · 5/6/21 · [Twitter for iPhone](#)

**I. Adjournment**

**Motion to adjourn at 8:55 PM was made by Thomas/Rylands. Motion carried.**

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

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