

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

A regular meeting of the Buckhannon City Council was held on Thursday, August 19, 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	Vacancy	
Council Member	Pam Bucklew	Present
Council Member	Jack Reger	Present - by Phone
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
BPD	Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Present
SYCC Executive Director	Debora Brockleman	Present
Channel 3	Dennis Cortes	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present
MyBuckhannon.com	Beth Broschart	Present
Record Delta	Macie Queen	Present

Guests: Ron Pugh; Elissa Linger; Gloria Fisher; Shelia Sines; Ray Sines; Jody Light Jerry Henderson; Keith Wolverton; Jewel Fisher for the VIPS; Pam Vey

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 Tuesday, August 19, 2021***

- 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 Dennis Cortes-Upshur County Parks & Recreation Board
- C. Department & Board Reports**
 - C.1 SYCC Executive Director –Debora Brockleman
 - C.2 Public Works Director- Jerry Arnold
 - C.3 Finance Director- Amberle Jenkins
 - C.4 Police Chief- Matthew Gregory
 - C.5 City Attorney- Tom O'Neill
- D. Correspondence & Information**
 - D.1 Notice of the Proposed Statement for the Atlantic Coast Pipeline Restoration Project & Supply Header Restoration Project
 - D.2 WV Public Service Commission Schedules Public Comment Hearings for Suddenlink Customers
 - D.3 Letter of Resignation City Council Member Mary Albaugh
 - D.4 CityPR: WVWC Move-in Day on 08/21/21
 - D.5 Travelers Insurance Fire Department Risk Management Guide
 - D.6 Report of Cat & Dog Activity –Upshur County Commission-July 2021
 - D.7 Letter of Request from VIPS RE: Law Enforcement Recognition Banquet
 - D.8 Thank you Letter from Almost Heaven BBQ Bash, Inc.
 - D.9 UCCVB Annual Report 2020/2021
- E. Consent Agenda**
 - E.1 Approval of Minutes- Regular Meeting 07/15/21, 08/03/21, Special 07/08/21, 07/21/21
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills
- F. Strategic Issues for Discussion and/or Vote**
 - F.1 Discussion/Possible Action to Hire Position of Maintenance/Bus Driver/Custodian at SYCC
 - F.2 Discussion/Possible Action to Purchase Bus for SYCC
 - F.3 Approval City Hall Roof Replacement Project
 - Approval of Bid Opening Results
 - Approval & Execution of Notice of Award
 - Approval & Execution of Notice to Proceed
 - F.4 Approval Re-Addressing/Mapping of 119, 120, 121, 122 Island Avenue to HaBob Lane
 - F.5 Approval to Accept Proposal of \$18,800.00 from Tradeworx for Repair Work to City Hall
 - F.6 Approval to Accept Bids for One (1) New Articulating Wheel Loader (Street Department)
 - F.7 Approval Appointments FY 2021/22 – Television Cable Board
 - F.8 Begin discussion to fill vacated City Council position
- 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 08/16/2021 Next Regular Scheduled City Council Meeting Thursday, September 2, 2021

A. Call to Order - Mayor Robbie Skinner called the regular meeting of the Buckhannon City Council for August 19, 2021, to order at 7:02 PM.

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

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

B. Recognized Guests

B.1 - Dennis Cortes-Upshur County Parks & Recreation Board - Mr. Cortes provide the Council with the following two reports from the Upshur County Parks & Recreation Board:

UPSHUR COUNTY
PARKS AND RECREATION
ADVISORY BOARD
FOR 12 JULY 2021

The meeting was called to order at 5:30 PM with members Josh Hinchman, Dennis Cortes and Rachel Weber present also present were Brandon Williams, Logan Carpenter and Scott creek. The minutes were read and approved.

Under trail update Rachel Weber reported in part that the Upshur County Trails has received its second “Try This West Virginia” grant for \$3,000.00. Scott Creek reported that there are plans to build a wall ride feature on the “Pumps, Bumps and Rollers” section of the trail.

Under the disc golf update; Josh Hinchman and Logan Carpenter reported that on Saturday, July 10, 2021 work was done to start placing disc golf baskets and tees. Logan reported that he is working to submit a new course for the Udisc app and Disc Golf Association. Once a new course is approved, the course can be mapped out. Yellow and black were selected as possible colors for disc golf signage. Logan also discussed the possibility of a disc golf tournament once course construction and layout was complete. Van Man could potentially be a tournament sponsor. Further discussion on this will take place at the next board meeting.

A motion to adjourn was made by Rachel Weber at 6:12 PM with a second by Dennis Cortes. Motion passed. Respectfully submitted by Dennis P. Cortes

UPSHUR COUNTY
PARKS & RECREATION
ADVISORY BOARD
For 09 August 2021

The meeting was called to order with 5 members present. There were 2 absent. Also attending was Kristie Tenney from the Upshur County Commission.

It was reported that the Youth Environmental Group made a presentation to the Upshur County Commission about the use of the Amphitheater site. Josh Hinchman was present and provided the county commission an estimate of the cost for improvements to be made on the site. The estimate is approximately \$10,000.00-\$11,000.00 for the improvements and an additional \$1200.00 to repair the drainage problems. A site inspection will be completed by the Upshur County Commission by the end of August 2021.

Josh Hinchman states that he still needs to distances and pars for the Disc Golf course. All baskets and Tee poles have been installed. Signs and tree trimming still need to be completed for the course. Tom Show has done some brush hogging near the course but still needs to get to holes 1 & 2. A disc golf tournament is still being considered once the course is completed. Logan Carpenter may be able to help with the tournament.

Under “Trail Update” it was reported that on the 24 July 2021, trail work day there were 5 volunteers and they worked on the “pumps, bumps and rollers” segment. The next public trail work day is scheduled for 21 August 2021 from 9:00 AM to noon. The “Try This West Virginia” grant for \$3,000.00 was received and will be utilized for equipment rental to work on a new trail segment.

The subject of playground equipment came up with the Rotary Club expressing interest in donating money for something new. The Upshur County Commission is coming up with a flyer for potential donations from various organizations to consider donating to new playground equipment.

Under “public comment”, Rachel Weber inquired as to what parks were under Parks & Recreation jurisdiction. Kristie Tenney stated that Pringle Tree Park and the Upshur County Recreational Park were the only two parks but there were also the kiosk areas for river access.

The next meeting is set for Monday, 20 Sept. 2021 at 5:30 PM. Adjournment took place at 6:22 PM.

Before recognizing those in attendance who had signed up to speak, the Mayor asked for a motion to move *F.8 Begin discussion to fill vacated City Council position* to the table for discussion and/or vote.

Motion to move *F.8 Begin discussion to fill vacated City Council position* to the table for discussion and/or vote was made by Rylands/Thomas. Motion carried.

The Mayor first recognized Shelia Sines who expressed her interest in being chosen to fill the vacant Council seat, feeling that since she received the next highest number of votes in the most recent election for City Council, she should be the choice for the open seat. She explained her reasoning was based on her previous campaign and the support she had garnered from the community.

Others speaking in favor of Council appointing Shelia Sines were Ron Pugh, Jody Light, Jerry Henderson, Keith Wolverton, and Ray Sines.

Others speaking on the most recent city election and filling the vacated City Council position included Elissa Linger and Gloria Fisher. They both felt Council should open it up for applications from community members who Council would interview.

Mayor Skinner then opened the floor for Council Members to discuss the issues and each member weighed in with their views on whether we should consider accepting letters of interest and then interviewing each applicant or consider appointing someone directly. Some felt a precedent had been set (although it was not automatic) of accepting letters of interest; others felt there was no precedent (as was confirmed by referencing the City Charter). Those who were in favor of accepting letters of interest were Council members C.J. Rylands and Pam Bucklew; those in favor of considering appointing someone directly were Council members David Thomas, Jack Reger and City Recorder Randy Sanders. Sanders stressed the fact that the City Charter protects the City and City Council from allowing a precedent to be set as it states simply that Council shall fill the vacancy.

Motion to appoint Shelia Sines to fill the unexpired City Council term of Mary Albaugh, which expires June 30, 2022, was made by Thomas/Reger. Motion carried with Bucklew abstaining.

A roll call was requested by the Mayor:
Thomas - Yay Bucklew - Abstain
Sanders - Yay Reger - Yay
Rylands - Yay Skinner - Yay

During the discussion, Jerry Henderson also complimented both the members of the Street Department for the great quality of work that she had witnessed them performing on North Kanawha Street and the first responders (fire, police and EMT's) for their quick response to the fire at West Virginia Wesleyan College. She was very complimentary of their quick response as well as of the volunteers from throughout the county.

Motion to adjourn for a brief recess was made by Thomas/Sanders. Motion carried.

C. Department & Board Reports

C.1 SYCC Executive Director –Debora Brockleman - Debora Brockleman provided the following report to Council:

Programs

Programs are going well. Karate, Little Ninjas, and Kickboxing are continuing. The After School program started back in full swing beginning on Aug 18. The Drill Team will be having new sign ups on Monday Aug 23 this month as well.

Camp Buccaneer

Upshur County Pool 3 days each week. They attended several field trips around our as well as a few out of town trips.

Outdoors courts

Our outdoor courts and playground have gotten a lot of use this summer. We had our summer basketball program on the outdoor court. The volleyball court is used regularly by groups as well as our camp kids.

And very happy to report that our “pilot program” with a battery powered lawn mower and weed eater worked out very well. We assigned a part-time staff person to the job and he dedicated his Thursday mornings to grounds and he did a great job.

Children’s Festival

We have been planning for Children’s Festival in conjunction with Truck Fest on September 18 however, we may have to reschedule or cancel our event in light of recent spikes in the Covid 19 cases. We will make that decision soon.

Debora also requested that Council consider hiring someone to fill the position of maintenance/bus driver/custodian at SYCC and whether this same person be used for maintenance at other City owned properties. Director of Public Works Jerry Arnold joined in the presentation and answered questions from Council members regarding the idea. The salary range would most likely be in the \$15.00 (plus benefits) per hour range.

Stockert Youth & Community Center Items Request for Approval

1. Hiring of a Full Time position to be shared by SYCC and other City departments

This position would replace recently retired custodian at SYCC and bus driver for the After School program, Camp Buccaneer summer program, and drill team. This position would also be the maintenance person for SYCC, City Hall, The Gibson Library, Fire and Police station and the Theatre. This person would be one full time position as opposed to four part-time employees. We are seeking to advertise and hire for this position. The cost for this position would be split between departments.

2. Upgrade current SYCC Bus and to auction older bus

Due to the age and mechanics of our current bus we are requesting to upgrade to a newer model with air conditioning. We are requesting to put the older bus up for auction with the proceeds going toward the upgraded model. We also have a donation of \$12,000 which can be used toward this purchase. We have researched and found a shuttle bus which is 35 passengers with air conditioning and less miles for approximately \$25,000.00. We are requesting to upgrade our bus and make a purchase up to \$25,000 for this bus if still available or to continue to search for one of the same value to purchase.

The Mayor invoked the Chair’s prerogative to move *F.1 Discussion/Possible Action to Hire Position of Maintenance/Bus Driver/Custodian at SYCC* to the table.

Motion to advertise for the position of maintenance/bus driver/custodian at SYCC was made by Thomas/Rylands. Discussion took place on making sure the person hired would have direct supervision. Motion carried.

The Mayor invoked the Chair’s prerogative to move *F.2 Discussion/Possible Action to Purchase Bus for SYCC* to the table. Debora explained the request, noting that the old buses do not have air conditioning and that we will put one of them up for auction. We have received a donation of \$12,000 to use towards purchasing a newer bus. We have found a 35-passenger bus, with 78,000 miles and air-conditioning available for \$25,000.

Motion to purchase the bus that has been proposed, pending an inspection by Jerry Arnold, for \$25,000 was made by Rylands/Thomas. Motion carried unanimously.

The Mayor then recognized Jewel Fisher to discuss *D.7 Letter of Request from VIPS RE: Law Enforcement Recognition Banquet* and is asking the City to provide \$750 to help with the costs.

Motion to approve a request for \$750 for the VIPS Law Enforcement Recognition Banquet to be held October 16, 2021 was made by Bucklew/Sanders. Motion carried.

**Buckhannon Police Department
Volunteers In Police Service (VIPS)**



To Whom It May Concern:

The Buckhannon Police VIPS (Volunteers In Police Service) are planning to host a Law Enforcement Recognition Banquet on October 16, 2021 at the Event Center at Brushy Fork. We are asking for your assistance to make this banquet a success.

The Event Center has already been reserved for the evening of October 16, 2021. The purpose of this banquet is to recognize the law enforcement officers from the Upshur County Sheriff's Department, Buckhannon City Police, the West Virginia State Police and the West Virginia Natural Resources Police.

VIPS is asking for your help in providing funds to help purchase the food and recognition plaques. The menu and cost of the food is approximately \$1500 including the rental fee and the recognition plaques.. Desserts will be provided by the VIPS organization. The rental fee of \$265 for the Event Center has already been paid to secure the building on the above date of October 16, 2021.

We are hoping the total amount requested of approximately \$1500 could be split between the county and the city as we are recognizing officers from the city, county and state agencies.

This is a banquet that we want to continue each year. We have a great group of Law Enforcement Officers in our county and they deserve to be recognized for their service now more than ever. There is too much negativity shown towards law enforcement and we need to show the officers our support.

Any assistance in this matter would be greatly appreciated. If you have any questions, please feel free to contact me at 304-613-9964.

Sincerely,

Jewel Fisher
Assistant Coordinator for VIPS

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

Amby report 08-19-21

Balances in the Enterprise Funds July 31, 2021

Waste Collection Board	mm/cking	\$852,908	cd/sav \$58,536
Water Board	mm/cking	\$596,174	work/capital \$616,016.
Sanitary Board	mm/cking	\$484,960	work/capital \$457,076
Stormwater Fund	mm/cking	\$134,469	

We have started the process for financial statements for year ending 6/30/21 CPA –Richard Trent is a huge help with this.

Waste Board opened bids for a closed top trailer. The only bid received was from KNL Holdings for \$59,263.

Applications are being accepted for a Water Plant Operator until September 10th.

Without objection the Mayor moved *F.3 Approval City Hall Roof Replacement Project* to the table for discussion/vote. City Engineer Jay Hollen presented the bid opening results from Tri-State Roofing for \$110,859.60 (base bid plus added options 1 & 2).

Motion to approve the Tri-State Roofing bid of \$110,859.60 for the City Hall roof replacement was made by Thomas/Reger. Motion carried.

Motion to authorize Mayor Skinner to execute the Notice of Award and Notice to Proceed for Tri-State Roofing for the City Hall roof replacement was made by Thomas/Sanders. Motion carried.

Name	Company	Email Address	Contact Phone Number	9% Bid Bond or Cashier's Check (Y/N)	Power of Attorney Form (Y/N)	Valid WV Contractor's License (Y/N)	Certification of EEO (Y/N)	Certification of Non-segregated Facilities (Y/N)	Drug Free Workplace Affidavit (Y/N)	WV Jobs Act Compliance Certification (Y/N)	Base Bid - Roof Replacement Project	Additive Alternate No. 1 - Install 112' x 3' x 0.040" Aluminum Parapet Cap	Additive Alternate No. 2 - Increase 20-Year Warranty to 25-Year Warranty	Deductive Alternate No. 1 - Removal of 1" Rigid Insulation and all Necessary Appurtenances
Jay Hollen	City of Buckhannon	jay.hollen@buckhannonwv.org	304-472-1651, x1006											
Shayla Gowers	City of Buckhannon	shayla.gowers@buckhannonwv.org	304-472-1651, x1015											
Cam Shearer	Sutter Roofing	cam@sutterroofing.us	304-624-6565	Y	Y	Y	Y	Y	Y	Y	\$168,250.00	\$7,840.00	\$14,500.00	\$0.00
Jon Bornak	Tri-State Roofing	jbornak@tri-stateservices.com	304-328-5244	Y	Y	Y	Y	Y	Y	Y	\$99,375.00	\$7,509.60	\$3,975.00	\$1,530.00

= No Deductive Alternate No. 1 Unit Bid Price or Total Bid Price were provided.

= Revised Total Bid Price due to calculation error.

Based upon the review of all of the bids received, the Apparent Low Bidder for the City Hall Roof Replacement Project for the City of Buckhannon is Tri-State Roofing with a Base Bid of \$99,375.00.



NOTICE OF AWARD

Date: August 19, 2021

To: Tri-State Roofing & Sheet Metal Company
(BIDDER)

ADDRESS:

1651 Blue Horizon Drive
P O Box 4255
Morgantown, WV 26504

Contract:

City of Buckhannon – City Hall Roof Replacement Project
(Insert name of Contract as it appears in the Bidding Documents)

OWNER's Contract No. 1

You are notified that your Bid dated August 12, 2021 for the above Contract has been considered. You are the apparent successful bidder and have been awarded a contract for the following items of work:

- The removal of approximately 4,610 square feet (4,610 SF) of existing EPDM Single-Ply Membrane Roofing, insulation and all necessary appurtenances down to the existing roof decking system, including, but not limited to, the following:
 - All labor, materials and equipment necessary for the above-identified work.
- The removal of asbestos-containing materials (ACM) identified as "Black roof material – Buckhannon City Hall Roof" in the October 14, 2020 Asbestos Sample Collection Report performed by Cira and Associates Consulting LLC, including, but not limited to, the following:
 - All labor, materials and equipment necessary for the above-identified work.
- The removal & replacement of and/or the repair of any deficient roof trusses and/or roof decking system (as determined by the Director of Public Works and/or the City Engineer once the existing roof truss and roof decking system have been exposed upon commencement of Items No. 1 and No. 2 above) prior to the installation of the new EPDM Single-Ply Membrane Roof and rigid insulation, including, but not limited to, the following:
 - All labor, materials and equipment necessary for the above-identified work.
- The purchase, delivery and installation of approximately 4,610 square feet (4,610 SF) of EPDM Single-Ply Membrane Roofing and all necessary appurtenances, Complete-In-Place, including, but not limited to, the following:

- All labor, materials and equipment necessary for the above-identified work.
- The purchase, delivery and installation of approximately 3,630 square feet (3,630 SF) of rigid insulation (with an R-value greater than or equal to the existing rigid insulation's R-value) and all necessary appurtenances, Complete-In-Place, including, but not limited to, the following:
 - All labor, materials and equipment necessary for the above-identified work.
 - The collection and proper disposal of all ACM, waste and debris generated by Items No. 1 through No. 5 above.
 - Additive Alternate No. 1 – The installation of approximately 112'-0" long x 3'-0" wide (minimum) x 0.040" thick aluminum parapet cap (double cleated) at the intersection of the existing building and the 1998 building addition, Complete-In-Place, including, but not limited to, the following:
 - All labor, materials and equipment necessary for the above-identified work.
 - Additive Alternate No. 2 – Increase the specified Standard Roofing Manufacturer's Warranty from a 20-Year Warranty to a 25-Year Warranty (all of the requirements of the Contract Specifications pertaining to the roof warranty shall remain in effect).

The Contract Price of your contract, including the Base Bid and both Additive Alternates No. 1 and No. 2 is One Hundred Ten Thousand Eight Hundred Fifty Nine Dollars and Sixty Cents (\$110,859.60).

Three (3) copies of each of the proposed Contract Documents (except the Contract Drawings) accompany this Notice of Award. No other documents, including those from the City or from Tri-State Roofing & Sheet Metal Company shall be considered as parts (sections) of the Contract Documents without the written approval of the City.

You must comply with the following conditions precedent within ten (10) business days of the date of this Notice of Award, that is by September 2, 2021.

- Deliver to the OWNER three (3) fully executed counterparts of the Contract Documents. Each of the Contract Documents must bear your signature and corporate seal as indicated on the Contract Documents.
- Deliver with the executed Contract Documents the Contract security (Bonds) as specified in the Information for Bidders section of the Bid Package and the General Conditions.
- List other conditions precedent.
- Deliver with the Contract Documents three (3) original copies of Evidence of Insurance as specified in the Supplemental Conditions.
- Deliver with the Contract Documents three (3) copies of Workers Compensation Certificates for the current period.
- Deliver with the Contract Documents three (3) copies of current and valid WV Contractor's License.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after you comply with those conditions, OWNER will return to you one (1) fully signed counterpart of the Agreement with the Contract Documents attached.

City of Buckhannon, West Virginia
70 East Main Street
Buckhannon, West Virginia 26201
(OWNER)

By: _____
(Authorized Signature)

Mayor
(Title)

(Authorized Signature)

(Title)

NOTICE TO PROCEED

Date: August 19,2021

To: Tri-State Roofing & Sheet Metal Company
(BIDDER)

Address:

1651 Blue Horizon Drive
P O Box 4255
Morgantown, WV 26504

Contract: City of Buckhannon – City Hall Roof Replacement Project
(Insert name of Contract as it appears in the Bidding Documents)

OWNER's Contract No. 1

You are notified that the Contract Time under the above contract will commence to run on September 2, 2021. By that date, you are to start performing your obligations under the Contract Documents. In accordance with the Agreement, the date of Substantial Completion is November 2, 2021 and the date of readiness for final payment is November 18, 2021.

Before you may start the Work at the site, the General Conditions provide that you and OWNER must deliver to the other (with copies to the Director of Public Works, the City Engineer and other identified Additional Insured) Certificates of Insurance which each is required to purchase and maintain in accordance with the Contract Documents.

City of Buckhannon, West Virginia
70 East Main Street
Buckhannon, West Virginia 26201
(OWNER)

By: _____
(Authorized Signature)

Mayor
(Title)

Without objection the Mayor moved *F.5 Approval to Accept Proposal of \$18,800.00 from Tradeworx for Repair Work to City Hall*. Amby Jenkins explained the work the proposal covers and recommended that Council approve it.

Motion to approve the proposal of \$18,800.00 from Tradeworx for repair work to City Hall was made by Thomas/Reger. Motion carried.



5 W Lincoln St. Buckhannon, WV 26201 Phone: 304-517-7852 Email: Build.With.Tradeworx@gmail.com

Estimate

This estimate is for the work to be done for/at:

City Hall
Buckhannon, WV

Scope of work

- *Remove three steel doors from building prep openings*
- *Install three new steel doors to be supplied by city*
- *Scrape loose stucco from foundation and repair any large cracks or missing pieces*
- *Wash foundation down with a mild muriatic acid solution or equivalent cleaner*
- *Apply Dryvit top coating over existing foundation blocks trying to replicate existing joint lines*
- *Apply a bead of Silkaflex, or equivalent, at base of foundation where it meets concrete sidewalk and where foundation meets capstone and brick work on wall*
- *Remove all debris resulting from work performed*
- *Remove vinyl tile in 10'x10' entrance at bottom of ramp*
- *Install new VCT in entrance*

Any alteration or deviation from the specified scope of work involving extra cost will be executed only upon written order and will become an extra charge over and above the estimate. All estimates are contingent upon inclement weather, delays with materials and circumstances beyond our control. Buyer has a 3 day right of rescission with this contract for any reason.

We propose to hereby furnish materials and labor - complete in accordance with the specifications outlined in the scope of work - for the sum of:

..... **\$18,800.00**.....

With payments to be made as follows:

- *Payment schedule to be agreed upon by both parties*

Acceptance of proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date of Acceptance _____, 2021 *Signature* _____

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

**Buckhannon City Council
Public Works Director Report
August 19, 2021
Jerry Arnold**

Director:

- We have suspended planning for Truck Fest because of the increase in Covid cases in the county.
The latest news from the Upshur County Health Department predicts a continued rise in cases over the next month. I have asked that the question of canceling the entire event be placed on the CPWB agenda for discussion at next Thursday's meeting.

Street:

- The crew have been working on cleaning out the old shop.
- We will begin sidewalk demolition on the N. Spring Street Project next week.
- We are also working on curb painting as weather permits.

Sewer:

- Crew 1- Completed the sanitary sewer in the alley behind Chase Bank and are working on the storm sewer.
- Crew 2- Has set the first two manholes for the storm sewer on N. Spring and are about 50% completed with that portion of the project.

Water:

- The repair was made to the Victoria Hill Tank.
- The raw water pump has been rebuilt and is back in service.

Waste:

- We are still in search of a used truck to use as a spare.
- We have hired a new driver.

Engineer:

- Gateway West Phase III Construction - I spoke with the WVDOH Project Manager last week and he is going to investigate as to why the Notice to Proceed for the construction phase for GWW has not been issued. This would be for the construction of the sidewalks and the installation of the period lighting on the south side of the Old Weston Road from Taco Bell to Riley Heights Road.
- Elizabeth J. "Binky" Poundstone Riverwalk Trail Extension No. 4 – I will begin design / engineering / surveying on this phase of the project once I received the Notice to Proceed from the WVDOH. I spoke with the WVDOH Project Manager last week and he is going to investigate as to why the Notice to Proceed for the design phase as not been issued. Will begin working on the engineering design phase of the project mid 3Q 2021 / early 4Q 2021 and I anticipate construction activities beginning early 2022.
- City Hall Roof Replacement – The bid opening was held on August 12, 2021. Two bids were received for the project. The Apparent Low Bidder is Tri-State Roofing with a bid of \$99,375.00. Two additive alternates were added to the Project. The first additive alternate was the addition of a 112' long x 3' wide aluminum parapet wall cap to better isolate the two roof sections of City Hall by extended the wall cap to below the existing stonework to ensure that snow and rain fall onto the roof and not "run down" the sides of the wall. The cost of this alternate is \$7,509.60. The second additive alternate was to extend the roof warranty from 20 years to 25 years. The cost of this alternate is \$3,975.00. I would recommend that both alternates be accepted. The total cost of the project would then be \$110,859.60, which is under the allocated \$130,000.00 budgeted for the project.
- Vicksburg Utility Development – The two owners of the property contacted me on August 13, 2021, and are wanting to scale back the project to include the development of only (4) lots at this time. I asked both Kelly and Buck to provide updated cost estimates. I'll contact the owners once I have that information on how best to proceed.

Without objection, the Mayor moved *F.6 Approval to Accept Bids for One (1) New Articulating Wheel Loader (Street Department)* to the table for discussion/vote. Jerry Arnold provided an overview of the request noting the purchase of an articulating wheel loader is in this year's Street Department budget.

A Q & A session took place with the Council on various subjects.

Motion to approve accepting bids for one (1) new articulating wheel loader (Street Department) was made by Thomas/Rylands. Motion carried.

The City of Buckhannon will be accepting bids for One (1) New Articulating Wheel Loader until Tuesday, September 14, 2021, at 1:00 pm. Bid specifications may be obtained at Buckhannon City Hall from 8:30 am to 4:30 pm Monday thru Friday or by contacting Jerry Arnold at jarnold.buckhannon@gmail.com. The City of Buckhannon reserves the right to reject any and all bids.

RD Run 8/19/21, 8/26/21

**City of Buckhannon
Street Department
32000 lb. Class Articulating Wheel Loader**

The City of Buckhannon will be accepting sealed bids for 1- new 32000 lb. Class Articulating Wheel Loader. Bids will be received until Tuesday, September 14, 2021, 1:00 pm at which time the bids will be opened. All bids must be clearly marked “Sealed Bid for Wheel Loader” and be hand delivered or mailed to:

City of Buckhannon
“Sealed Bid Enclosed”
70 East Main Street
Buckhannon, WV 26201

The specifications listed will be the minimum accepted standard for each component. All bids must meet or exceed these specifications. All bids must include delivery to the City of Buckhannon. The City of Buckhannon reserves the right to reject any and all bids.

General Specifications

Engine:	Diesel 160+ h.p. 800+ ft lb. torque
Transmission:	Automatic, Manual, Kick Down Max Forward Speed 20 +MPH Max Reverse Speed 16+ MPH
Operating:	
Bucket Capacity	3.0 cu yd
Breakout Force	27000 + lbs.
Tipping Load Straight	19000 + lbs.
Tipping Load @ Full Term	17000 + lbs.
Clearance (full lift 45° dump)	8’ 10”
Reach (full length 45° dump)	3’3”
Weight:	
Operating Weight	32000 lbs.
Hydraulic System:	
Max Flow	58 GPM
Max Pressure	3900 PSI
Hydraulic Cycle Times:	
Raise	5.2 sec
Dump	1.3 sec
Float Down	3.0 sec
Total Cycle Time	9.5 sec
Service Capacities:	
Fuel Tank	60 gal
Cooling System	8.7 gal
Engine Crankcase	4.1 gal
Transmission	10.6 gal
Front Axle	9.2 gal
Rear Axle	9.2 gal
Hydraulic Tank	34 gal
DEF Tank	2.6 gal
Power Train:	
Front Axle	Fixed
Traction Aid	Manual Differential Lock
Rear Axle	Oscillating
Traction Aid	Open Differential
Service Brakes	Wet Disk

Parking Brake	Disk Brake
Overall Dimensions:	
Height to Top of Cab	12’or less
Wheelbase	9’10” Max
Total Length with Bucket	25’ or less
Hinge Pin Height	12’ 7”+
Articulation Angle	+/- 40°
Operator Environment:	
Cab	Fully Enclosed Operator Cab with Heat and A/C
Seat	Adjustable Height and Weight Comfort Seat
Instrumentation	Standard System Gauge Package
Lighting	Standard Work Lighting

If you have question or comments please direct them to Jerry Arnold at 304-472-4443 ext. 1000 or by email at jarnold.buckhannon@gmail.com

Without objection, the Mayor moved *F.4 Approval Re-Addressing/Mapping of 119, 120, 121, 122 Island Avenue to HaBob Lane* to the table for discussion/vote. Jerry explained the need for this approval.

Motion to approve re-addressing/mapping of 119, 120, 121, 122 Island Avenue to HaBob Lane was made by Rylands/Sanders. Motion carried.

OWNER NAME	CURRENT ADDRESS	PROPOSED ADDRESS
Darrell & Nancy Burgess	119 Island Ave	119 HaBob Lane
Nancy & Amy Burgess	120 Island Ave	120 HaBob Lane
Emily Airgood Neff	121 Island Ave	121 HaBob Lane
Nancy Burgess	122 Island Ave	122 HaBob Lane

C.4 Police Chief - Matthew Gregory - Chief Gregory provided the following report to Council:

City Council Report
8/19/21

1. The police department will be hosting two students for an internship this Fall semester. April Hurst is a criminal justice student from Glenville State College and Jake Mauzy is a criminal justice student from West Virginia Wesleyan College.
2. The police department will host RAs from WVWC on Friday, August 20 to conduct safety training. This training will be held in conjunction with the Buckhannon Fire Dept.
3. Jacob Garrison has graduated from the WV State Police Academy on August 6 and has now been in Field Training for two weeks.
4. Testing for eligibility list for the police department occurred on Saturday, August 14. Collaboration continues with the police civil service commission on this endeavor.

TRAFFIC CITATIONS - July 2021													TOTAL
	Gregory	Loudin	Posey	Stewart	Courtney	Hissam	O'Connor	McCauley	Kraemer	Fisher	Garrison		
CELL PHONE			1										1
DRIVING REVOK/SUSP			1	1					2				4
DRIVING REVOK/SUSP.DUI									1				1
NO INSURANCE CARRIED									1				1
SPEEDING			1										1
TOTAL TRAFFIC CITATIONS	0	0	3	1	0	0	0	0	4	0	0		8

POLICE ACTIVITIES

MONTH: July
YEAR: 2021

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer:

By Officers:

TOTAL ISSUED:

Citations Issued:

Misdemeanor Arrests:

Felony Arrests:

Calls Answered:

Complaint Reports:

Accidents Investigated:

Community Policing Hours:

Patrol Mileage:

MONTHLY ACTIVITY REPORT July 2021													
	301	302	303	304	305	306	307	308	309	310	311		TOTAL
Calls Answered	10	37	79	112	57	47		30	15	41			428
Community Policing	1	3	4		3	2				13			26
Road Patrol	1	37	84	72	80	91	68	43	99	57			632
Traffic Hours	2	7	60		5					10			84
Criminal Inv.	13	34	16	41	52	48	64	35	16	41			360
Court Hours		2		1	1				2	5			11
Report Writing	20	56	6	34	8	5		41	43	37			250
Other Hours	131	4		16	10		12	48		6	224		451
Miles													5,713
Accidents - Prop.	1	1	2	3				1		1			9
Injury		2											2
Fatality			1					1					2
Parking Tickets	1		1										2
Criminal Reports	1	8	1	27	3	2		7	3	8			60
Reports Cleared	1	3	0	18	1	0		5	3	3			34
Clearance Rate	100%	38%	0%	67%	33%	0%		71%	100%	38%			57%

MISDEMEANOR ARRESTS - July 2021

	TOTAL
DOMESTIC BATTERY	1
DRIVING REVOKED DUI	1
DRIVING REVOKED 3RD OFFENSE	2
DUI	2
DUI W/ MINOR	1
OBSTRUCTING POLICE OFFICER	1
PETIT LARCENY	14
POSSESSION OF CONTROLL. SUB.	6
SHOPLIFTING	2
TOTAL MISDEMEANORS	30

FELONY ARRESTS - July 2021

	TOTAL
BURGLARY	1
CONSPIRACY	2
DRIVING REV./SUSP. DUI 3RD	1
DUI 3RD OFFENSE	1
EMBEZZLEMENT	1
FRAUDULENT USE OF ACCESS DEVICE	17
GRAND LARCENY	1
POSSESSION INTENT DELIVER	1
RECEIVING/TRANSFERRING STOLEN PROPERTY	1
SHOPLIFTING 3RD	1
TOTAL FELONIES	27

City Recorder Sanders Asked for a follow up on the College Avenue situation regarding the McCauley concern. Chief Gregory provided a positive report that all parties have met and are resolving the issue.

C.5 City Attorney - Tom O’Neill – Mr. O’Neill did not have a formal report for Council.

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

D.1 Notice of the Proposed Statement for the Atlantic Coast Pipeline Restoration Project & Supply Header Restoration Project

UNITED STATES OF AMERICA
FEDERAL ENERGY REGULATORY COMMISSION

Atlantic Coast Pipeline, LLC
Eastern Gas Transmission and Storage, Inc.

Docket Nos. CP15-554-009
and CP15-555-007

NOTICE OF AVAILABILITY OF THE
DRAFT SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT FOR THE
PROPOSED
ATLANTIC COAST PIPELINE RESTORATION PROJECT
AND
SUPPLY HEADER RESTORATION PROJECT

(July 23, 2021)

The staff of the Federal Energy Regulatory Commission (FERC or Commission) has prepared a draft supplemental environmental impact statement (EIS) for the Atlantic Coast Pipeline, LLC’s (Atlantic) Atlantic Coast Pipeline Restoration Project, and Eastern Gas Transmission and Storage, Inc.’s (EGTS) Supply Header Restoration Project (Restoration Projects), in the above-referenced dockets. Atlantic and EGTS request authorization to implement the Restoration Projects in order to stabilize lands affected by previous construction efforts for the Atlantic Coast Pipeline and Supply Header Project, respectively, and to facilitate cessation of all project-related activities. Implementation of the plans is proposed because Atlantic and EGTS have cancelled their respective projects and do not intend to complete them.

The draft supplemental EIS assesses the potential impacts that would result from the Restoration Projects, in accordance with the requirements of the National Environmental Policy Act (NEPA).¹ The FERC staff concludes that the proposed actions, with the additional mitigation measures recommended in the supplemental EIS, would continue to avoid or reduce impacts to less than significant levels with the exception of climate change impacts, which FERC staff is unable to determine significance.

The U.S. Department of Agriculture’s Forest Service and the U.S. Department of the Interior’s Fish and Wildlife Service participated as cooperating agencies in the preparation of the draft supplemental EIS. Cooperating agencies have jurisdiction by law or special expertise with respect to resources potentially affected by the proposal and participate in the NEPA analysis.

D.2 WV Public Service Commission Schedules Public Comment Hearings for Suddenlink Customers

CHARLESTON, W.Va. (AP) — Three public comment hearings are scheduled for West Virginia customers of internet and cable company Suddenlink Communications, the Public Service Commission said.

The commission is [investigating customer service complaints](#) about Suddenlink. The hearings will be at 5 p.m. Aug. 23 in Beckley and 10:30 a.m. and 6 p.m. Aug. 24 in Charleston.

Anyone who prefers not to participate in a public hearing may send a letter to the commission at 201 Brooks St., Charleston, WV 25301. Comments may also be submitted on the commission’s [website](#).

People attending the hearings will be required to wear a mask, the agency said.

Documents filed in this case and other information are available at the commission website by referencing Case No. 21-0515-CTV-SC-GI.

D.3 Letter of Resignation City Council Member Mary Albaugh

1 AUGUST 2021

From: Mary L. Albaugh, City Council Member
To: Mayor Robbie Skinner
Subject: Resignation of City of Council of Buckhannon

I respectfully submit my resignation from City Council Member effective Thursday, August 5, 2021. My resignation is due to health issues.

It is with mixed emotions to leave my forever home of the City of Buckhannon, West Virginia. However, it is necessary to move to closer to my daughter and her family and my sister’s and their families in southeast Georgia.

I thank the Citizens of the City of Buckhannon who voted for me.

I have enjoyed serving in my capacity as the City Council Member and as City Recorder. **I am thankful to ALL City Employees and proud of the work that they accomplish and done so with pride.**

Thankful of the volunteers of our community. So many seeds have been planted and grown. **Keep that seed of volunteerism watered! So much has changed in 10 years.**

God Bless America and God Bless our Veterans!

D.4 CityPR: WVWC Move-in Day on 08/21/21

Traffic Flow Adjustments Planned for Saturday, August 21, 2021 As City Welcomes WVWC Students!

City of Buckhannon welcomes West Virginia Wesleyan College students to town for fall semester; traffic flow adjustments planned for Saturday, August 21, 2021

August 19, 2021, BUCKHANNON, WV: Saturday, August 21, is the new student move-in day at West Virginia Wesleyan (WVWC) College. The City is working with the college to reduce traffic congestion on the streets that surround campus. To that end, traffic patterns will be temporarily adjusted as follows:

- Meade Street will be one-way only from College Avenue to Camden Avenue
- WVWC staff greeters will be at the corners of Camden Avenue & Meade Street, Meade Street & College Avenue, and East Main Street and College Avenue to control traffic and provide directions to students and parents. Barriers will be in place from 7:00 a.m. to 12:30 p.m. at these intersections.
- Guides will be available at each of these intersections to advise drivers for direction, safety.

John Bohman, Director of Greek Life & Supervisor, Campus Safety & Security, will be leading 80 fraternity and sorority members as they welcome more than 340 new students (and their families) to campus and assist with traffic control with the help of the Buckhannon Volunteers in Police Service (VIPS), the Buckhannon Police Department, and Buckhannon Streets and Parks Department. For questions, please contact Mr. Bohman at (304) 473-8073 or Jerry Arnold, City of Buckhannon Public Works Director, at (304) 472-1651.

D.5 Travelers Insurance Fire Department Risk Management Guide



RISK CONTROL
REDUCE RISK. PREVENT LOSS. SAVE LIVES.

Travelers Risk Control
119 Virginia St. W.
Charleston, WV 25302

August 12, 2021

Chief JB Kimble
Fire Chief
City Of Buckhannon Fire Department
70 E Main St.
Buckhannon, WV 26201

Dear Chief Kimble:


I would like to thank you for taking the time to speak with me on August 12, 2021. The purposes of my call were to discuss department operations, review your safety programs, and to provide resources to assist with your day-to-day safety efforts.

It was evident during the call that your safety programs are proactive in nature. Examples of this included your usage of body camera's, dash camera's on vehicles, updated written safety and procedure policies, on-boarding process, routine training, and your continual efforts in trying to become accredited. At this time no recommendations are being submitted for your department and we appreciate your commitment to safety.

In my review of your claims history one claim has been filed for the fire department within the last three years with \$0 incurred cost (associated with alleged roof damage while fighting a fire). Typical claims within your industry routinely involve strains/sprains, falls, and burns. Therefore, upcoming safety meetings should continue to focus on these areas. To assist with your continual efforts I have provided a Fire Department Risk Management Guide below for your review.

RESOURCES

Below, I have identified resources to help you in your safety efforts.

Title of Resource	Resource or Reference
Fire Department Risk Management Guide	 Adobe Acrobat Document

We appreciate your business and the opportunity to help you reduce exposures and minimize loss. If you have questions regarding our discussions, the content of this report, or if I can be of further assistance, please contact me. Thank you for choosing Travelers.

Sincerely,

Danny E. Campbell
Senior Risk Control Consultant
304-941-0744
DECAMPB2@travelers.com

D.6 Report of Cat & Dog Activity –Upshur County Commission-July 2021

- Cats brought in by City Trapper 2
- Cats brought in by Animal Control Officer 0
- Cats brought in by County Residents 25

- Dogs picked up by Animal Control Officer 24
- Animals returned to Owner by ACO 1
- Animals delivered to LUACF 16

D.7 Letter of Request from VIPS RE: Law Enforcement Recognition Banquet – Action
taken earlier in the meeting.

D.8 Thank you Letter from Almost Heaven BBQ Bash, Inc.



June 18 – 19, 2021

PO Box 2054
Buckhannon, WV 26201

Toll-Free: 866 / 710-7600

E-mail: almostheavenbbqbash@gmail.com

Website: www.almostheavenbbqbash.com



TO: Mayor Robbie Skinner
Buckhannon City Council Members

From: Jody Light, President
Almost Heaven BBQ Bash

Date: July 5, 2021

Subject: Our Sincere Thanks

Sorry for the lateness in getting this to you ... but we want to express our deep appreciation for the monetary donation / sponsorship to our recent 1st Annual Rib Fest held May 1st.

Despite having a very short time to organize the event once the Governor lifted restrictions on holding fairs, festivals, & events, we still managed to attract 16 professional BBQ Teams and Judges from 6 states, as well as some local crafters & vendors, games & activities for children provided by BURMA, a Cornhole tournament, and we were thrilled to pre-sell 150 BBQ meals – a success as our first effort at this mini event. The BiCentennial Inn hit full capacity and other hotels and restaurants enjoyed revenue from the visitors to the event.

We are grateful for your support and the City's contribution to help cover costs of the cash prizes, which helped attract some top-ranked teams to the event. Attached are copies of the checks reflecting the total sponsorship amount.

We hope to plan something similar in the fall ... and hope the City will again be supportive of our efforts to bring something different to our community.

Again, our sincere thanks for supporting this first time event in Buckhannon!

D.9 UCCVB Annual Report 2020/2021

Upshur County Convention and Visitors Bureau

2020 - 2021

Annual Report

Upshur County Convention & Visitors Bureau

Balance Sheet
As of June 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Advertising Account	0.00
Checking	7,357.21
Debit Card Account	0.00
Money Market Acc	0.00
Progressive Bank	0.00
Savings	108,752.25
Total Bank Accounts	\$116,109.46
Accounts Receivable	
11000 Accounts Receivable	16,253.45
Total Accounts Receivable	\$16,253.45
Other Current Assets	
12000 Undeposited Funds	0.00
Deposit on Films	5,000.00
Other Receivable	0.00
Prepaid Licesnes & Permits	1,553.00
Total Other Current Assets	\$6,553.00
Total Current Assets	\$138,915.91
Fixed Assets	
Accumulated	-11,959.00
Furniture & Fixtures	60,222.34
Total Fixed Assets	\$48,263.34
TOTAL ASSETS	\$187,179.25

Upshur County Convention & Visitors Bureau

Balance Sheet
As of June 30, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	14,639.49
Total Accounts Payable	\$14,639.49
Other Current Liabilities	
24000 Payroll Liabilities	
Federal Unemployment	99.56
Federal Withholding	-4,402.32
Medicare Company	0.00
Medicare Employee	0.00
Social Security Company	0.00
Social Security Employee	0.00
State Unemployment	0.00
State Withholding	-684.00
Total 24000 Payroll Liabilities	-4,986.76
Prepaid Insuarnce	-1,955.61
Total Other Current Liabilities	\$ -6,942.37
Total Current Liabilities	\$7,697.12
Total Liabilities	\$7,697.12
Equity	
32000 Retained Earnings	131,135.22
Net Income	48,346.91
Total Equity	\$179,482.13
TOTAL LIABILITIES AND EQUITY	\$187,179.25

Upshur County Convention & Visitors Bureau

Profit and Loss
July 2020 - June 2021

	TOTAL
ncome	
INCOME	183.66
Event Center Alcohol	245.29
Event Center Rental	2,374.00
AMC / Contract	1,733.60
Bartenders	204.00
Cleaning Fee	1,235.20
Event Center Personnel	516.00
Sales Tax	264.06
Security	270.00
Service Fee	1,430.40
Work Crew	3,096.00
Total Event Center Rental	11,123.26
H-M Tax (County)	4,199.72
H/M Tax (City of Buckhannon)	73,087.30
Sub-Lease	5,112.00
Try This Mini Grant	2,896.02
Total INCOME	96,847.25
PPP	18,785.00
SBA EIDL	59,900.00
Total Income	\$175,532.25
GROSS PROFIT	\$175,532.25
Expenses	
101 Salaries	
66000 Payroll Expenses	1,021.45
FUTA	14,708.88
Gross Wages	50,865.45
SUTA	3,169.63
Total 66000 Payroll Expenses	69,765.41
Work Crew	1,928.56
Total 101 Salaries	71,693.97
103 Utilities	2,430.70
104 Phone, Fax & Internet	2,014.35
105 Postage and Shipping	122.07
106 Office Supplies	715.86
107 Travel / Mileage / Trainings	250.00
109 Memberships	547.00
110 Rent	10,800.00

Upshur County Convention & Visitors Bureau

Profit and Loss
July 2020 - June 2021

	TOTAL
111 Guard Fee	
Bar Services	46.17
Event Center Licenses	500.00
Lease	7,307.88
Sales Tax	13.03
Total 111 Guard Fee	7,867.08
112 Chamber Services	6,479.98
112 Event Center Alcohol	2,028.34
400 Try This Grant	2,896.02
Bank Service Fees	275.00
Credit Card Expense	8.28
Insurance	1,885.00
MARKETING EXPENSES	
202 Website Development	340.02
205 Event Center Advertising	150.00
207 Ad Grant Program	926.06
213 Direct Advertising	14,058.07
Total MARKETING EXPENSES	15,474.15
Misc Expenses	690.15
QuickBooks Payments Fees (185)	57.94
registration and license	25.00
WV Workers Comp	924.45
Total Expenses	\$127,185.34
NET OPERATING INCOME	\$48,346.91
NET INCOME	\$48,346.91

E. Consent Agenda

E.1 Approval of Minutes- Regular Meeting 07/15/21, 08/03/21, Special 07/08/21, 07/21/21

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
75188	South Buckhannon Mission Church 152 Randolph St	Self	Chainlink Fence 5Ft Hgt Change of Use Auxiliary Building Buckhannon Christian Academy	\$2,500.00			\$23.75	X					
75189	Elizabeth Terry 123 E Main St	Gary Woody Construction	Chainlink Fence 4ft Hgt	\$3,500.00			\$38.50	X					X
75190	Don Nestor 35 Lincoln Way	Gary Woody Construction	Enclosed Pergola	\$25,000.00			\$225.00	X					
75191	Joni Howard 21 Sedgwick St	Self	Kitchen & Bath Remodel Electrical Inspection for Reconnect	\$1,000.00	A	\$100.00	\$15.00						X
75192	WWWC Physical Plant 16 Camden Ave	Self	Electrical Inspection for Reconnect		A	\$100.00							
75193	Elks Lodge 1736 47 N Kanawha St	Self	Pavilion 18'x24	\$2,500.00			\$23.75	X					X
75194	Peoples Bank 14 N Locust St	Kessler Sign Co	Reface Pylon Sign & Mounted Raceway Logo	\$7,200.00			\$68.40	X					X
75195	A&T Enterprises LLC 20 Raella Lane-Brushy Fork Road	Morton Building Inc	Auction House Project Phase II Electrical, HVAC, Water, Plumbing	\$351,000.00	A	\$351.00	\$1,930.50	X					
75196	Johnny Snyder 171 Randolph St	Self	Fence 6ft Hgt	\$900.00			\$10.00	X					
75197	Rob Posey 17 Green St	Twisted Wire	Electrical Inspection for Reconnect		B2	\$100.00							
75198	Advanced Auto Parts 181 S Kanawha St	Lennox National	Replacement Roof Top HVAC Unit	\$9,705.77			\$92.21						X
75199	Jeremy Evans 70 S Florida St	Ultimate Roofing WV	Re-Roof Shingles	\$7,000.00			\$77.00		X				X
75200	Chelsea Lambert 13 Kepner St	Ultimate Roofing WV	Re-Roof Shingles	\$5,500.00			\$60.50		X				
75201	Kathy Becker 98 Chestnut St	Let There Be Light	Electrical Upgrade	\$1,200.00	B2	\$100.00							
75202	Richard Ford 9 Myrna St	Self	Re-Roof Metal over Shingle	\$8,000.00			\$88.00						
75203	Ron Garton 22 Tucker St	Self	Re-Roof Metal over Shingle	\$6,700.00			\$73.70						
75204	Patrick Jack 133 Pocahontas	Self	Re-Roof Shingles, Siding & Electrical Upgrade	\$25,000.00	B3	\$100.00	\$225.00		X				
75205	The Baxa Inn 21 N Kanawha St	Self	Replacement HVAC Units	\$1,999.00			\$15.00						X
75206	Travis Foster 10 S Spring St	Self	Inside Remodel	\$1,999.00			\$15.00						X
75207	Travis Foster 1 Trader's Alley	Self	Inside Remodel	\$1,999.00			\$15.00						
75208	Joalde Enterprises LLC 105 Wood St	Self	Meter Install	\$150.00	A	\$100.00							
75209	Triangle Service 49 S Kanawha St	Self	Sloped Roof over Flat	\$3,000.00			\$28.50						X
TOTAL				\$465,852.77		\$951.00	\$3,024.81						

E.3 Approval of Payment of the Bills

AUGUST 19, 2021 GENERAL FUND PAYMENT OF BILLS

\$1,990.00 – RAVEN ROCK – I T SERVICES POLICE DEPT

\$1,430.80- INTACT U.S. HOLDINGS INC- BRICE BRAXTON BRAXTON FEB SVC FEE

\$7,361.35 – TATE COMMUNICATIONS- NEW PHONE SYSTEM STREET DEPARTMENT

\$2,012.33 – RAVEN ROCK – SURVEILLANCE CAMERA STREET DEPT

\$3,705.10 – ARGOS. – BULK CEMENT STREET PROJECTS

Invoices to be paid 8-31-2021

Vendor	\$Amt	Acct #	Description
A.S.A.P.	\$508.96	001-907-216-00	Fire Alarm Inspection
ComforTech	\$478.13	001-907-216-00	Repairs to AC in Gym
Heritage Fire Equip	\$566.10	001-706-343-00	Engine 1 Step Replacement
Mountain State Elec	\$28,173.60	001-976-459-35	Electrical Service Connection @ MTS
Omnigo Software	\$1,000.00	001-700-341-05	Rhodium Core License
Region VII Planning	\$55.00	001-409-341-00	GIS SVC Engineer Data Expense
Super Splash	\$50.00	001-700-343-00	Police Cruiser Car Washes
Walmart	\$41.78	001-440-341-00	Cleaning Supplies at City Hall
Walmart	\$143.12	001-907-361-00	After School Supplies
Walmart	\$71.98	001-907-360-00	Camp Buccaneer Supplies

08-19-2021 02:16 PM

disbursements 08/04/2021- 08/18/21

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPT
COUNCIL	B&H FOTO & ELECTRONICS CORP	410-459-00	COUNCIL CAPITAL OUTL	PCRD-JW
	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE (P	WCB1005
	WALMART STORES INC -BUCKHANN	410-459-00	COUNCIL CAPITAL OUTL	PCRD-JA
RECORDER	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI	WCB1005
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WCB1005
	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF AUG
		413-105-00	TREASURER'S GROUP IN	GF AUG
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WI
		413-104-00	TREASURER'S F.I.C.A.	MEDICAR
	**PAYROLL EXPENSES			8/04/2
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WCB1005
CITY ATTORNEY	ENCOVA INSURANCE	417-226-00	CITY ATTORNEY INS UN	WCB1005
	MARRIOTT INTERNATIONAL	417-221-00	CITY ATTORNEY TRAINI	PCRD-RM

08-19-2021 02:16 PM

disbursements 08/04/2021- 08/18/21

PAGE: 2

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	INTERNAL REVENUE SERVICE	417-221-00	CITY ATTORNEY TRAINI	PCRD-BOOKFEE RM ONEILL	14.99
		417-104-00	CITY ATTORNEY FICA	FICA WITHHELD AND MATCHED	173.18
		417-104-00	CITY ATTORNEY FICA	MEDICARE WITHHELD & MATCHE	40.50
				8/04/2021 - 8/18/2021	2,793.23
	**PAYROLL EXPENSES			TOTAL:	3,353.87
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS &	WCB1005474 7-2-21 TO 8-1-2	0.00
		420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	48.53
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	11.35
				8/04/2021 - 8/18/2021	775.23
	**PAYROLL EXPENSES			TOTAL:	835.11
HOUSING	BUCKHANNON UTIL BOARDS	436-341-99	CLEAN UP ASSISTANCE	GOOD NEIGHBOR CLNUP 106 RA	646.19
				TOTAL:	646.19
ZONING	RALSTON PRESS INC	437-341-00	ZONING SUPPLIES	BUSINESS CARDS V SMITH	25.99
	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE &	WCB1005474 7-2-21 TO 8-1-2	51.53
	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF AUG 2021 HEALTH INS	203.00
		437-105-00	ZONING HEALTH INS	GF AUG RETIREE'S INS	116.00
	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	CODE ENF MILEAGE JUL 2021	117.04
		437-214-00	TRAVEL EXPENSE	CODE ENF. MILEAGE JUNE 202	114.80
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	88.67
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	20.74
	**PAYROLL EXPENSES			8/04/2021 - 8/18/2021	1,430.15
				TOTAL:	2,167.92
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-230-00	DATA PROCESSING	AUG 2018 SERVICE CONTRACT	212.50
	TYLER TECHNOLOGIES INC	439-230-00	DATA PROCESSING	MAINT 9/21 TO 8/22 RCT PRI	575.77
	SUDDENLINK	439-230-00	DATA PROCESSING	JULY 2012 INTERNET	32.11
				TOTAL:	820.38
CITY HALL	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANC	ALL DEPT JULY 21 UNIFORMS	137.00
	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WCB1005474 7-2-21 TO 8-1-2	48.57
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF AUG 2021 HEALTH INS	133.75
		440-105-00	CITY HALL JANITOR IN	GF AUG RETIREE'S INS	116.00
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	33.70
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	BAL DUE ON INV #02001	0.01
		440-341-00	CITY HALL SUPPLIES	CLEANING SUPP @ CITY HALL	29.89
		440-341-00	CITY HALL SUPPLIES	CLEANING SUPP @ CITY HALL	28.37
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	76.30
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	17.84
	COMFORTECH LLC	440-216-00	CITY HALL MAINTENANC	AC NOISE ON ROOF	347.83
	**PAYROLL EXPENSES			8/04/2021 - 8/18/2021	1,245.32
				TOTAL:	2,214.58
POLICE	RECORD-DELTA NEWSPAPER	700-341-00	POLICE DEPT. MAT & S	POLICE APPS/ LEGAL # 1576	116.71
		700-341-00	POLICE DEPT. MAT & S	HIRING POLICE OFFICER AD	80.00
		700-341-00	POLICE DEPT. MAT & S	HIRING POLICE OFFICER AD	80.00
		700-341-00	POLICE DEPT. MAT & S	HIRING POLICE OFFICER AD	80.00
		700-341-00	POLICE DEPT. MAT & S	HIRING POLICE OFFICER AD	80.00
		700-343-00	POLICE DEPT. AUTO SU	POLICE JULY 21 FUEL BILL	1,638.97
	LYKINS OIL COMPANY	700-343-00	POLICE DEPT. INSURAN	WCB1005474 7-2-21 TO 8-1-2	847.71
	ENCOVA INSURANCE	700-226-00	POLICE DEPT. GROUP I	GF AUG 2021 HEALTH INS	4,757.00
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF AUG RETIREE'S INS	1,160.00
		700-105-00			

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	GALLS LLC	700-345-00	POLICE DEPT. UNIFORM HANDCUFFS, BOOTS		179.95
		700-345-00	POLICE DEPT. UNIFORM HANDCUFFS, BOOTS		56.03
	BUCKHANNON POSTMASTER	700-341-00	POLICE DEPT. MAT & S PCRD-SHIP EVID TO LAB		34.45
		700-341-00	POLICE DEPT. MAT & S PCRD-SHIP EVID TO LAB		4.80
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE JULY 2021 COURT FEES		34.00
	INDEED.COM	700-341-00	POLICE DEPT. MAT & S PCRD-WANT AD POLICE		61.12
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU 22HZS3 2017 INTERCEPTOR PY		591.08
		700-459-00	POLICE DEPT. NEW EQU 22HZSX 2017 INTERCEPTOR PY		616.19
		700-459-00	POLICE DEPT. NEW EQU 22SFZ4 2018 INTERCEPTOR PY		693.66
		700-459-00	POLICE DEPT. NEW EQU 22SFZ7 2018 INTERCEPTOR PY		693.66
		700-459-00	POLICE DEPT. NEW EQU 22SCZ2 2018 INTERCEPTOR PY		687.33
		700-343-00	POLICE DEPT. AUTO SU 23H64C MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H655 MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64V MAINT OLDER CRUISER		6.00
		700-343-00	POLICE DEPT. AUTO SU 23H64Z MAINT OLDER CRUISER		6.00
		700-459-00	POLICE DEPT. NEW EQU 23KN29 2020 POLICE INTERCE		706.76
		700-459-00	POLICE DEPT. NEW EQU 23KNZN 2020 POLICE INTERCE		701.54
		700-459-00	POLICE DEPT. NEW EQU 23KNZS 2020 POLICE INTERCE		796.87
	RAVEN ROCK NETWORKS INC	700-341-00	POLICE DEPT. MAT & S IT SVC; MS OFFICE		1,990.00
	CALEA	700-341-00	POLICE DEPT. MAT & S PCRD-FRAME;MATT		98.99
	BLUE360 MEDIA LLC	700-341-00	POLICE DEPT. MAT & S WV CRIMINAL TRAFFIC LAW		170.17
	BUCKHANNON VOLUNTEER FIRE DE	700-221-00	POLICE DEPT. TRAININ CPR TRAINING		125.00
		700-221-00	POLICE DEPT. TRAININ CPR CARDS		100.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA FICA WITHHELD AND MATCHED		1,592.37
		700-104-00	POLICE DEPT. FICA TA MEDICARE WITHHELD & MATCHE		372.42
	AMAZON.COM	700-221-00	POLICE DEPT. TRAININ PCRD-TRAINNG BOOKS		445.23
		700-341-00	POLICE DEPT. MAT & S PCRD-CPR RESCUE MASK		105.49
		700-341-00	POLICE DEPT. MAT & S PCRD-VGA CABLE		18.18
	MATTHEW BENDER & CO., INC	700-341-00	POLICE DEPT. MAT & S WV CODE 21 SUPP PKG, INDEX		247.82
	INTACT U.S. HOLDINGS INC	700-226-00	POLICE DEPT. INSURAN BRICE BRAXTON SVC FEES FEB		1,430.80
	INDUSTRIAL/ORGANIZATIONAL SO	700-341-00	POLICE DEPT. MAT & S SERGEANT TEST		108.00
	ZIP RECRUITER	700-221-00	POLICE DEPT. TRAININ PCRD-POICE WANT AD		288.00
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S HAND TOWELS PAPER TOWELS		66.34
		700-341-00	POLICE DEPT. MAT & S CABLE TIE		8.06
		700-341-00	POLICE DEPT. MAT & S CABLE TIE		12.29
		700-341-00	POLICE DEPT. MAT & S BINDER CLIPS; ENVELOPES		23.19
	**PAYROLL EXPENSES		8/04/2021 - 8/18/2021		26,115.59
			TOTAL:		48,039.77
FIRE	BUCKHANNON UTIL BOARDS	706-341-00	FIRE DEPT. MATERIAL DUMP FEE AUG 21		67.07
	LYKINS OIL COMPANY	706-343-00	FIRE DEPT. AUTO SUPP FIRE TRK 1101 JULY 21 FUEL		48.05
		706-343-00	FIRE DEPT. AUTO SUPP FIRE JULY 21 FUEL BILL		635.99
	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE WCB1005474 7-2-21 TO 8-1-2		856.65
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS GF AUG 2021 HEALTH INS		2,725.00
		706-105-00	FIRE DEPT. GROUP INS GF AUG RETIREE'S INS		812.00
	AUTO ZONE	706-343-00	FIRE DEPT. AUTO SUPP AUTO BULBS		7.35
	LOWES BUSINESS ACCOUNTS	706-341-00	FIRE DEPT. MATERIAL SS HEX, LCKW		30.91
	HERITAGE FIRE EQUIPMENT LLC	706-343-00	FIRE DEPT. AUTO SUPP HANDLE SPRINGS		25.20
		706-343-00	FIRE DEPT. AUTO SUPP HANDRAIL		564.89
	ST JOSEPH HOSPITAL OF BUCKHA	706-341-00	FIRE DEPT. MATERIAL MED SUPPLIES/ PHARM ITEMS		159.02
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX FICA WITHHELD AND MATCHED		945.48
		706-104-00	FIRE DEPT. FICA TAX MEDICARE WITHHELD & MATCHE		221.11

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES		8/04/2021 - 8/18/2021		15,309.23
			TOTAL:		22,407.95
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S STREET DEPT WASTE AUG 2021		98.91
	MON POWER	750-213-00	STREET DEPT. UTILITI 110123905108 25 N LOCUST S		9.68
		750-213-00	STREET DEPT. UTILITI 110148156588 RT 6 395 MUDL		702.29
	LYKINS OIL COMPANY	750-343-00	STREET DEPT. AUTO SU STREET JULY 21 FUEL BILL		2,765.36
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM ALL DEPT JULY 21 UNIFORMS		546.52
	SOUTHERN STATES COOP INC	750-341-00	STREET DEPT. MAT & S BOOTS FOR FRED L.		199.99
	WV PAGING	750-213-00	STREET DEPT. UTILITI STREET DEPT PAGERS AUG 21		23.00
	RITE-WAY HEATING & PLUMBING	750-458-05	STREET DEPT PROJECTS 3" PVC 90		10.88
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN WCB1005474 7-2-21 TO 8-1-2		807.54
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I GF AUG 2021 HEALTH INS		3,384.00
		750-105-00	STREET DEPT. GROUP I GF AUG RETIREE'S INS		1,160.00
	MOUNTAINEER GAS COMPANY	750-213-00	STREET DEPT. UTILITI 341416-404855 17 1/2 FACTO		41.28
		750-213-00	STREET DEPT. UTILITI 269254-314209 4 FACTORY ST		41.28
		750-213-00	STREET DEPT. UTILITI 269255-492564 6 FACTORY ST		48.86
	TATE COMMUNICATIONS	750-459-00	STREET DEPT. CAPITAL NEW PHONE SYSTEM		7,361.35
	LOWES BUSINESS ACCOUNTS	750-458-05	STREET DEPT PROJECTS 2X6'S & 2X12'S		31.86
		750-458-05	STREET DEPT PROJECTS 2X6'S & 2X12'S		84.69
	BRUFFEY TRUCKING INC	750-458-05	STREET DEPT PROJECTS SAND FOR MIXING CONC		773.44
	CENTRAL SUPPLY CO	750-458-05	STREET DEPT PROJECTS SCREED JOINT		420.77
	ATCO INTERNATIONAL	750-341-00	STREET DEPT. MAT & S CONTREAT		943.25
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL 22WCNZ 2019 RAM 1500		635.79
		750-459-00	STREET DEPT. CAPITAL 22WGHW 5500 CHASSIS DUMP T		961.06
		750-459-00	STREET DEPT. CAPITAL 23P226 2020 RAM 2500		690.58
		750-459-00	STREET DEPT. CAPITAL 23P47T 2020 RAM 2500		684.15
	RAVEN ROCK NETWORKS INC	750-341-00	STREET DEPT. MAT & S IT SVC CHARGES		487.50
		750-341-00	STREET DEPT. MAT & S SURVEILLANCE CAMERA		2,012.33
	UNITED ROTARY BRUSH CORP	750-341-00	STREET DEPT. MAT & S BROOM SEGMENTS		355.15
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S STREET DEPT PEST CNTRL AUG		31.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA FICA WITHHELD AND MATCHED		1,133.09
		750-104-00	STREET DEPT. FICA TA MEDICARE WITHHELD & MATCHE		265.00
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S PCRD-CUTTER WHEEL		87.96
		750-341-00	STREET DEPT. MAT & S PCRD-WHITEBD;RAKE;DRYERASE		228.96
		750-341-00	STREET DEPT. MAT & S PCRD-WHITEBOARD		59.99
		750-341-00	STREET DEPT. MAT & S PCRD-HI VIZ VEST		39.99
		750-341-00	STREET DEPT. MAT & S PCRD-CABINET;PHNCS;TAGS		70.91
		750-341-00	STREET DEPT. MAT & S PCRD-LEVELS;CLOTHROLLS		599.50
	ARGOS USA LLC	750-458-05	STREET DEPT PROJECTS GREY BULK CEMENT		3,705.10
	HINKLE TRUCKING, INC.	750-458-05	STREET DEPT PROJECTS HAULING BULK CEMENT		825.30
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERY PAYMENT MUDL AUG 2021 PUBLIC WRKS BLDG		9,774.80
	**PAYROLL EXPENSES		8/04/2021 - 8/18/2021		18,352.72
			TOTAL:		60,456.33
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS 110 087 818 008 MAIN ST		5,174.56
		751-213-00	STREET LIGHTS 110 151 101 430 99 W. MAIN		65.62
			TOTAL:		5,240.18
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE 110 088 985 459 RT. 119		37.48
		752-213-00	TRAFFIC SIGNALS POWE 110088985624 RT. 20 BKN C		46.91
		752-213-00	TRAFFIC SIGNALS POWE 110081822063 W. MAIN ST		5.21
		752-213-00	TRAFFIC SIGNALS POWE 110088820243 MAIN ST		33.27
		752-213-00	TRAFFIC SIGNALS POWE 110080768291 E. MAIN ST		24.46

08-19-2021 02:16 PM		disbursements 08/04/2021- 08/18/21			PAGE: 5	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
TOTAL:					147.33	
ARTS-THEATRE	MON POWER	906-450-01	THEATRE BUILDING	110122154542 48 E. MAIN ST	197.30	
	MOUNTAINEER GAS COMPANY	906-450-01	THEATRE BUILDING	268704-483167 48 E. MAIN S	33.70	
	GEORGE L. WILSON INC.	906-450-01	THEATRE BUILDING	DOORS FOR THEATRE	729.00	
	NEWTECH SYSTEMS INC.	906-450-01	THEATRE BUILDING	EMERGENCY SERVICE CALLOUT	660.00	
	FRONTIER	906-450-01	THEATRE BUILDING	473-8987-052821-4 THEATRE	70.18	
TOTAL:					1,690.18	
STOCKERT YOUTH CENTER	LYKINS OIL COMPANY	907-216-00	MAINTENANCE	SYC JULY 21 FUEL BILL	169.88	
	UNIFIRST CORP.	907-216-00	MAINTENANCE	ALL DEPT JULY 21 UNIFORMS	95.84	
	LEAF	907-341-01	OPERATING EXPENSES	TOSHIBA COPIER SYSTEM	170.21	
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WCB1005474 7-2-21 TO 8-1-2	60.68	
	CARTER: LARRY	907-363-00	KARATE CLASS INSTRU	KARATE INSTRUCTOR	128.00	
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF AUG 2021 HEALTH INS	879.00	
		907-105-00	GROUP INSURANCE	GF AUG RETIREE'S INS	232.00	
	BUCKHANNON VOLUNTEER FIRE DE	907-360-00	CAMP BUCANNEER SUPPL	CPR CLASS	50.00	
	ST JOSEPH HOSPITAL OF BUCKHA	907-341-00	MATERIALS & SUPPLIES	PRE-EMPLOYMENT LAB TEST	50.00	
		907-341-00	MATERIALS & SUPPLIES	PRE-EMPLOYMENT LAB TEST	50.00	
	WALMART STORES INC -BUCKHANN	907-360-00	CAMP BUCANNEER SUPPL	CAMP BUC ACTIVITY	15.30	
		907-360-00	CAMP BUCANNEER SUPPL	CAMP BUC SUPPLIES	11.44	
		907-360-00	CAMP BUCANNEER SUPPL	PCRD-TARP;BATTS CMPBUCK	53.01	
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	641.04	
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	149.93	
	AMAZON.COM	907-368-01	ZUMBA	KICKBOXING INSTRUCTOR	188.00	
	LYNX WV INC	907-360-00	CAMP BUCANNEER SUPPL	PCRD-FLAGS;GAMES	80.38	
	**PAYROLL EXPENSES	907-213-00	UTILITIES	SYC AUG 13- SEPT 12 INTERN	145.00	
					8/04/2021 - 8/18/2021	10,339.32
	TOTAL:					13,509.03
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER AUG 2021	3,351.00	
	TOTAL:				3,351.00	
PUBLIC SAFETY	UNIFIRST CORP.	976-216-00	SAFETY COMPLEX MAINT	ALL DEPT JULY 21 UNIFORMS	17.95	
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	AUG 2021 PSC INTERNET	150.00	
	TOTAL:				167.95	

Motion to approve the minutes for the Special 07/08/21, 07/21/21 and consent agenda items E.2 and E.3 was made by Rylands/Thomas. Motion carried.

F. Strategic Issues for Discussion and/or Vote

F.1 Discussion/Possible Action to Hire Position of Maintenance/Bus Driver/Custodian at SYCC - Action taken earlier in the meeting.

F.2 Discussion/Possible Action to Purchase Bus for SYCC - Action taken earlier in the meeting.

F.3 Approval City Hall Roof Replacement Project - Action taken earlier in the meeting.

- **Approval of Bid Opening Results -**
- **Approval & Execution of Notice of Award**
- **Approval & Execution of Notice to Proceed**

F.4 Approval Re-Addressing/Mapping of 119, 120, 121, 122 Island Avenue to HaBob Lane - Action taken earlier in the meeting.

F.5 Approval to Accept Proposal of \$18,800.00 from Tradeworx for Repair Work to City Hall - Action taken earlier in the meeting.

F.6 Approval to Accept Bids for One (1) New Articulating Wheel Loader (Street Department) - Action taken earlier in the meeting.

F.7 Approval Appointments FY 2021/22 – Television Cable Board - Tabled for a future meeting.

F.8 Begin discussion to fill vacated City Council position - Action taken earlier in the meeting.

G. Comments and Announcements

- **Council Member Bucklew - Nothing further.**
- **Council Member Rylands - Nothing further.**
- **Council Member Thomas - Nothing further.**
- **Council Member Reger - Nothing further.**
- **City Recorder Sanders - Nothing further.**

H. Mayor’s Comments and Announcements – Nothing further.

Executive Session Per WV Code § 6-9A-4- Personnel & Property Matters

Motion to adjourn at 9:18PM, into Executive Session, was made by Thomas/Sanders. Motion carried.

Motion to adjourn at 9:28PM, out of Executive Session, was made by Thomas/Rylands. Motion carried.

I. Adjournment

Motion to adjourn at 9:29PM was made by Rylands/Thomas. Motion carried.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____