

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

A regular meeting of the Buckhannon City Council was held on Thursday, December 16, 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	Pam Bucklew	Present - by phone
Council Member	Shelia Lewis-Sines	Present
Council Member	Jack Reger	Present
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
BPD	Chief Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Absent
Channel 3	Dennis Cortes	Absent
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present - by phone
MyBuckhannon.com	Beth Broschart	Absent
Record Delta	Macie Queen	Absent

Guests: VIPS Coordinator, Steve Wykoff, VIPS Members including Assistant Coordinator Jewel Fisher, Assistant Coordinator David Rowan, Vito Syski, Task Supervisor Allen Nash, Evelyn Syski and Andi Cartier; Ray Sines, Ron Pugh; Shane Jenkins, WVSF.

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, December 16, 2021***

- A. Call to Order**
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests**
 - B.1 VIPS Members –Annual Recognition/Awards
 - B.2 West Virginia Strawberry Festival Association -Updates
- C. Department & Board Reports**
 - C.1 Public Works Director- Jerry Arnold
 - C.2 Finance Director- Amberle Jenkins
 - C.3 Police Chief- Matthew Gregory
 - C.4 City Attorney- Tom O'Neill
- D. Correspondence & Information**
 - D.1 Report of Cat & Dog Activity –Upshur County Commission-October 2021
 - D.2 Notice of Revised Schedule for Environmental Review of the Atlantic Coast Pipeline Restoration Project
- E. Consent Agenda**
 - E.1 Approval of Minutes -Regular Meeting 11/18/21 & 12/02/21
 - 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 Call for Election on May 10, 2022
 - F.2 Discussion/Possible Action Property Purchase 10 East Lincoln Street
 - F.3 Discussion/Possible Action Parade Parking Plan of Action
 - F.4 Approval Change Order #1 Roof Replacement Project-Replacement of 1998 Building Addition Roof
- G. Comments and Announcements**
 - G.1 Pamela Bucklew
 - G.2 C J Rylands
 - G.3 David Thomas
 - G.4 Jack Reger
 - G.5 Shelia Lewis-Sines
 - G.6 Randall Sanders
- H. Mayor's Comments and Announcements**
- I. Adjournment**

Posted 12/13/2021 Next Regular Scheduled City Council Meeting Thursday, January 6, 2022

A. Call to Order - Mayor Robbie Skinner called the regular meeting of the Buckhannon City Council

for Thursday, December 16, 2021, to order. He then asked all to keep the residents of Western Kentucky in their thoughts and prayers noting that the city of Mayfield, Kentucky is much like Buckhannon in that they have a population of around 8,000. The city and area was hit by an EF4 tornado last Friday night and we have local residents collecting supplies to take to that area within the next week or so. He also asked all to keep Debbie Smith and her family in their thoughts and prayers as she has been fighting COVID for the past several weeks. He called for the Moment of Silence and then led all those in attendance in the Pledge to the Flag of the United States of America.

B. Recognized Guests

B.1 VIPS Members –Annual Recognition/Awards - Mayor Skinner recognized the Buckhannon Police Department VIPS Coordinator, Steve Wykoff, for the annual VIPS membership recognition and award ceremony. Coordinator Wykoff provided an overview of the Buckhannon City Police Volunteers In Police Service (VIPS) 2021 Annual Report. He recognized the following members with the Presidential Volunteer Service Award with the appropriate award based on the total volunteer hours for the year, which is also a part of the report.

Members recognized were Silver PVSA recipients Coordinator Steve Wykoff, Assistant Coordinator Jewel Fisher, Assistant Coordinator David Rowan, Vito Syski, and Task Supervisor Allen Nash. Bronze PVSA recipients were Evelyn Syski and Andi Cartier. Buckhannon Police Chief Matthew Gregory and Mayor Robbie Skinner presented the awards and, along with members of the City Council, congratulated the membership and thanked them all for their service. Mr. Wykoff also announced that the Buckhannon Police Department VIPS organization is currently accepting applications for additional volunteers.



Buckhannon City Police Volunteers In Police Service (VIPS) Program 2021 Annual Report



- **Membership and training**
 - VIPS began 2021 with fifteen active members, and had seven deactivations during the year.
 - We trained two new members during the year to end 2021 with 10 active members.
 - We continue to enhance our member training to align with the Commission on Accreditation for Law Enforcement Agencies (CALEA) and the Federal Emergency Management Agency's (FEMA) National Incident Management System (NIMS).
 - Our training covers ethics, basic medical, basic search and rescue, basic fire suppression, traffic and crowd management, basic and advanced disaster / multi casualty incident (MCI) management, as well as other topics and skills.
 - A current list of training requirements and recommendations is listed on pages 7 - 8.
- **Attended Events**
 - Due to the COVID-19 pandemic, 12 events where VIPS would normally assist were cancelled or postponed. VIPS were requested for and participated in 136 public and private events in 2021 by providing traffic control, foot patrols, and enhancing public relations between law enforcement and our community, including 45 public health related events and 3 emergency responses. See pages 4 - 7 for a complete list of this past year's events.
- **Hours Volunteered**
 - In addition to assisting with the previously listed events, VIPS members also assisted the department with administrative tasks, business security checks and by performing ride along details with officers.
 - VIPS volunteered over 2175 hours during 2021, allowing officers to tend to other situations during those hours and potentially saving the city over \$52,000.00 in labor. *(Savings are calculated based on the current value of a volunteer hour for the state of West Virginia, which is \$23.97 according to www.independentsector.org. For comparison, the overall national value of a volunteer hour is \$28.54.)*
 - Several members are college students, and their activity is directly related to their college class schedule.
 - The attached chart on page 2 breaks down VIPS 2021 hours by month and member. Our annual hours are tracked from December – November.
- **Presidential Volunteer Service Award program**
 - In an effort to recognize the service and dedication each of our members has, we participate in the Presidential Volunteer Service Award program. Information on the PVSA is attached on pages 9 - 10.
 - **Silver PVSA recipients (250 – 500 volunteer service hours for 2021)**
 - **Steve Wykoff** (394.00 hours)
 - **Jewel Fisher** (255.50 hours)
 - **David Rowan** (287.25 hours)
 - **Vito Syski** (405.25 hours)
 - **Allen Nash** (267.25 hours)
 - **Bronze PVSA recipients (100 – 249 volunteer service hours for 2021)**
 - **Evelyn Syski** (121.25 hours)
 - **Andi Cartier** (158.00 hours)

Current VIPS Members



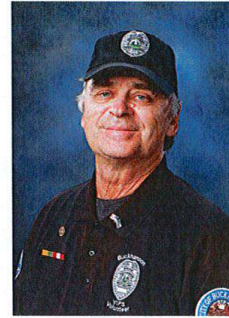
Steve Wykoff – VIPS 501
VIPS Coordinator



Jewel Fisher – VIPS 502
Assistant Coordinator



David Rowan – VIPS 503
Assistant Coordinator



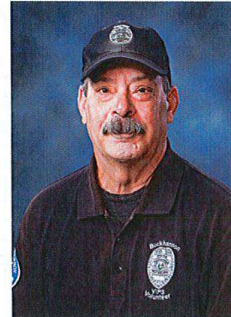
Vito Syski – VIPS 504
Volunteer



Evelyn Syski – VIPS 505
Volunteer



Andi Cartier – VIPS 506
Volunteer



Allen Nash – VIPS 507
Task Supervisor



Sydney McDonald – VIPS 508
Volunteer



Brittney Wood – VIPS 509
Volunteer



Garrett Cole – VIPS 510
Volunteer

Buckhannon Volunteers In Police Service (VIPS) Dec 2020 - Nov 2021 Member Hours																	
Name	Unit	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Total Hours	PVSA Award	Total Value*	
Steve Wykoff	VIPS 501	29.50	25.00	25.00	20.00	20.00	43.50	28.50	33.00	30.00	37.50	54.00	48.00	394.00	Silver	\$ 9,444.18	
Jewel Fisher	VIPS 502	10.25	4.50	21.00	52.00	48.75	9.25	7.75	9.50	4.00	55.00	27.00	6.50	255.50	Silver	\$ 6,124.34	
David Rowan	VIPS 503	15.75	2.50	10.50	22.25	7.50	54.25	55.00	42.25	14.25	17.50	20.50	25.00	287.25	Silver	\$ 6,885.38	
Evelyn Syski	VIPS 505	7.50	9.00	9.00	28.25	11.00	22.50	16.75	34.50	26.00	21.00	28.50	7.25	221.25	Bronze	\$ 5,303.36	
Vito Syski	VIPS 504	9.50	15.50	28.75	72.00	53.25	24.75	12.50	47.75	45.00	43.25	43.75	9.25	405.25	Silver	\$ 9,713.84	
Andi Cartier	VIPS 506	8.00	11.00	8.00	15.00	10.00	9.00	11.00	23.50	11.00	20.50	22.50	8.50	158.00	Bronze	\$ 3,787.26	
Allen Nash	VIPS 507	2.00	13.50	26.75	35.50	37.50	32.25	15.00	25.00	17.75	26.00	27.50	8.50	267.25	Silver	\$ 6,405.98	
Sydney McDonald	VIPS 508	6.50	8.00	4.00	23.00	14.00	7.75	2.00	0.00	4.00	0.00	0.00	0.00	69.25	N/A	\$ 1,659.92	
Brittney Wood	VIPS 509	7.00	4.00	2.00	13.00	10.00	13.50	0.00	0.00	0.00	6.00	11.00	11.50	78.00	N/A	\$ 1,869.66	
Garrett Cole	VIPS 510	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2.00	4.00	6.00	N/A	\$ 143.82	
Anita Coleman	0	0.00	Inactive	Inactive	Inactive	Inactive	Inactive	Inactive	Term	Term	Term	Term	Term	0.00	N/A	\$ -	
Scott Coleman	0	10.00	0.00	0.00	Inactive	Inactive	Inactive	Inactive	Term	Term	Term	Term	Term	10.00	N/A	\$ 239.70	
Linda Coleman	0	10.25	Inactive	Inactive	Inactive	Inactive	Inactive	Inactive	Term	Term	Term	Term	Term	10.25	N/A	\$ 245.69	
Joe Dillon	0	0.00	Inactive	Inactive	Inactive	Inactive	Inactive	Inactive	Term	Term	Term	Term	Term	0.00	N/A	\$ -	
Paul Coleman	0	5.25	Inactive	Inactive	Inactive	Inactive	Inactive	Inactive	Term	Term	Term	Term	Term	5.25	N/A	\$ 125.84	
Michael Coleman	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Term	Term	0.00	N/A	\$ -	
Morgan Cox	0	0.00	0.00	0.00	0.00	8.00	0.00	0.00	Term	Term	Term	Term	Term	8.00	N/A	\$ 191.76	
Total Hours	ALL VIPS	121.50	93.00	135.00	281.00	220.00	216.75	148.50	215.50	152.00	226.75	236.75	128.50	2175.25		\$ 52,140.74	
*Based on the value of a volunteer hour in WV as of April 2021 (https://independentsector.org/resource/vovt_state-2021/): \$ 23.97																	

The President's Volunteer Service Award



The President’s Volunteer Service Award (PVSA) is the premier volunteer awards program, encouraging citizens to live a life of service through presidential gratitude and national recognition.

About The President’s Volunteer Service Award

Now, more than ever, our country relies on volunteers investing their time and talent to resolve the most pressing issues of our times, and Americans of all ages are responding to this call to service.

The President’s Volunteer Service Award recognizes, celebrates and holds up as role models Americans making a positive impact as engaged and deeply committed volunteers. The Award enables community organizations—as Certifying and Leadership Organizations—to amplify their gratitude by joining with the President of the United States to thank their most dedicated volunteers.

In 2003, the President’s Council on Service and Civic Participation launched the President's Volunteer Service Award in 2003 to recognize the importance of volunteers to America's strength and national identity, and furthermore, to honor the deeply invested volunteers whose service is multiplied through the inspiration they give others.

Today, the program continues as an initiative of the Corporation for National and Community Service, managed in partnership with Points of Light, an international nonprofit with the mission to inspire, equip, and mobilize people to take action to change the world.

The Award

Presidential recognition sets you apart from your peers. It is a tremendous honor. Even though you may not seek recognition, your example can deliver a powerful message that encourages others to take action.

The President's Volunteer Service Award recognizes United States citizens and lawfully admitted, permanent residents of the United States who have achieved the required number of hours of service over a 12-month time period or cumulative hours over the course of a lifetime.

How it Works

Criteria

Individuals, families and groups that meet the criteria are eligible for the PVSA.

- Recipient(s) must be a United States citizen or a lawfully admitted permanent resident of the United States.
- Awards are issued for service hours served within a 12-month time period or over the course of a lifetime.
- Awards are issued for volunteer service only; additional levels of participation with the organization (i.e., charitable support) are not a factor considered for the award.
- Court-ordered community service does not qualify for the award.
- Awards are issued by approved Certifying Organizations.

Buckhannon Police Department

Volunteers In Police Service

2021 Annual Report

- Service must be with an approved Certifying Organization that is legally established in the United States, the Commonwealth of Puerto Rico or one of the U.S. territories.

Eligibility

Hours are measured over a 12-month period and awards are designated based on cumulative hours. The awards are offered in multiple levels and are designed to recognize each milestone of your service achievement. Levels include bronze, silver, gold and the highest honor, the President’s Lifetime Achievement Award for those who contribute more than 4,000 hours of service in their lifetime.

Hours by Award	Bronze	Silver	Gold
Kids (5-10)	26 – 49	50 – 74	75 +
Young Adults (16-25)	100 – 174	175 – 249	250 +
Adults (26 and older)	100 – 249	250 – 499	500+
Families and Groups*	200 – 499	500 – 999	1,000+
President’s Lifetime Achievement Award: Individuals who have completed 4,000 or more hours in their lifetime			
* Two or more people, with each member contributing at least 25 hours toward the total			

Along with the ultimate honor of presidential recognition, recipients will receive a personalized certificate, an official pin, medallion or coin and a congratulatory letter from the president of the United States.

Award Packages

Certifying Organizations may choose from the options below to provide the recognition that most strongly resonates with their volunteers.

- The official President's Volunteer Service Award pin, coin, or medallion
- A personalized certificate of achievement and letter signed by President Donald J. Trump
- The award elements above together as a Complete Package



Annual Awards - Complete Package

Bronze, Silver & Gold Packages include:
Customized certificate
Choice of pin, coin, or medallion
Congratulatory letter from the President

B.2 West Virginia Strawberry Festival Association -Updates - Mayor Skinner recognized Shane Jenkins, the President of the West Virginia Strawberry Festival, for an update on the festival. Mr. Jenkins thanked the VIPS for their assistance during the various West Virginia Strawberry Festival activities and the festival itself. Shane then thanked the City Council for having him as a guest and he thanked all of the City Departments for their assistance with the various West Virginia Strawberry Festival activities and the festival. He gave an overview of activities including the early Fall Poker Run’s that were very successful. They gave away a Special Edition WVSF Rifle at that event. The WVSF has been updating their ByLaws and Safety Regulations. The 2022 Theme is “Strawberry Flashback”. Committees are already working on a full festival schedule for 2022 and the Association would like to meet with the City soon. Mayor Skinner offered to meet with the committee early in 2022 to keep the dialogue going. Dates for the 2022 Festival are May 14 - 22, 2022. All members of the City Council thanked Mr. Jenkins and the members of the WVSF for their hard work.

Mayor Skinner announced that the “Christmas in the Park” event that was scheduled for Saturday night is being postponed until Thursday, December 23rd due to inclement weather in the forecast.

C. Department & Board Reports

C.1 Public Works Director - Jerry Arnold – Mr. Arnold was not present and did not submit a formal report. Mayor Skinner gave a brief update on paving projects noting that Upper West Lincoln Street paving has been completed by our outside contractor, Cooper Asphalt, and the City Street Department has put a thin layer of asphalt on North Spring Street to smooth it over for the winter months. All other paving will begin again in the spring.

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

Balances in the Enterprise Funds November 30, 2021

Waste Collection Board	mm/cking	\$905,994.	cd/sav \$58,536.
Plus a letter of credit for \$64,000			
Water Board \$871,842	mm/cking	\$397,447	work/capital& savings
Sanitary Board	mm/cking	\$627,756	work/capital \$457,191
Storm water Fund	mm/cking	\$150,195.	

The roof work at City Hall is very near completion.
The Contractor is working City Halls foundation stucco and should begin on the replacement of three metal outside doors very soon.

The Public Service Commission reports for the Water and Sewer Boards has been submitted.

I attended a webinar that was facilitated by the WV Municipal League. Effective January 1, 2021, Expedia will be responsible for collecting hotel/motel taxes for online bookings.

Without objection Mayor Skinner moved *F.1 Call for Election on May 10, 2022* to the table for discussion and/or vote. Mrs. Jenkins explained and presented the Call for Election on May 10, 2022 to the City Council.

Motion to approve the Call for Election on May 10, 2022 was made by Thomas/Lewis-Sines. Motion carried.

**Call for Election
On May 10, 2022
City of Buckhannon**

A General Election for the City of Buckhannon is called to be held on the second Tuesday in May 2022, for the purpose of electing the following:

- Two Council Members, at large, for Four (4) year terms
- One Recorder, at large, for Four (4) year term

The voting locations are as follows:

Precinct 8	Buckhannon Academy Elementary School
Precinct 9	Buckhannon City Hall
Precinct 12	Fred W. Eberle Technical Center
Precinct 14	Buckhannon Academy Elementary School

Persons interested in filing for office may begin on Monday, January 10, 2022, in the office of the City Recorder at City Hall. The last date for candidates to file for the office in person is Saturday, January 29, 2022 between 9:00 am and noon, by US Mail must be postmarked by midnight Saturday, January 29, 2022.

The last date to withdraw from the election is Tuesday, February 15, 2022.

Drawing for position on the ballot will take place on Tuesday, February 22, 2022 at 9:00 a.m. at the Upshur County Courthouse located in the County Clerk's Office – 40 West Main Street, Buckhannon, WV.

All candidates running for office must complete Campaign Financial Reports throughout the election process.

All voters must be registered and vote in the particular precinct in which they are registered.

Randall Sanders – City Recorder

Without objection Mayor Skinner moved *F.4 Approval Change Order #1 Roof Replacement Project- Replacement of 1998 Building Addition Roof* to the table for discussion and/or vote. Mrs. Jenkins explained the reason for the additional roof replacement proposed for the City Hall. The estimate of the additional roof replacement is \$86,970.

Motion to approve the estimate for the additional roof replacement on the City Hall building of \$86,970 was made by Rylands/Reger. Discussion took place with Council Member Reger asking how this was missed when the earlier assessment of the roof took place. While it was not determined why this wasn't spotted earlier, he pointed out that deferred maintenance is never a wise option to take. Motion carried.

C.3 Police Chief- Matthew Gregory - Mayor Skinner recognized Buckhannon Police Chief Matt Gregory who provided the following report to City Council:



Buckhannon Police Department

24 S Florida St * Buckhannon, WV 26201
Phone 304-472-5723 * Fax 304-473-7911



City Council Report

12/16/21

1. The police department just recently completed recertification on the various less lethal applications approved by the police department. These trainings satisfied the CALEA time-sensitive standards for the month of December.
2. During the week of December 6, I assisted the Charles Town police department with a mock assessment as they finalize their initial assessment efforts in preparation for their initial accreditation in 2022. As part of this process, I reviewed their PowerDMS files and offered feedback. I also met with the Charles Town police chief, the Mayor of Charles Town, a consultant hired by Charles Town, along with other police departments from Maryland and North Carolina where the mock assessment was discussed in detail.
3. We continue to work with our respective conditional hires for the police department. The polygraph examinations were given on December 3. The psychological examinations are now scheduled for the first week of January.
4. The police department, along with other public safety agencies in Upshur County have begun meeting to discuss emergency preparations for the WAMSB event in 2023. These meetings will continue on a regular basis as an action plan for this event is developed.

MONTHLY ACTIVITY REPORT

November 2021

YEAR: 2021

ACTIVITIES:

Parking Tickets Issued:	
By Parking Enforcement Officer:	20
By Officers:	2
TOTAL ISSUED:	22
Citations Issued:	11
Misdemeanor Arrests:	33
Felony Arrests:	5
Calls Answered:	399
Complaint Reports:	55
Accidents Investigated:	15
Community Policing Hours:	13
Patrol Mileage:	7,310

	301	302	303	304	305	306	307	308	309	310	311	TOTAL
Calls Answered	12	46	35	103	45	51		40		35	32	399
Community Policing	4	3			2					4		13
Road Patrol	2	49	56	51	94	112		36		39	52	491
Traffic Hours	8	10	42		5					19		84
Criminal Inv.	9	32	12	68	54	51	167	67		33		493
Court Hours		1										1
Report Writing	17	71	4	17	12	5		78		25	4	233
Other Hours	104	14		40	21		7	20		7		213
Miles												7,310
Accidents - Prop.	2		2	2	1	1		4			1	13
Injury		1		1								2
Fatality												
Parking Tickets			1	1								2
Criminal Reports	1	7	3	13	4	3	2	12		3	7	55
Reports Cleared	0	3	2	4	3	1	2	6		3	4	28
Clearance Rate	0%	43%	66%	31%	75%	33%	100%	50%		100%	57%	51%

	TOTAL
ANIMAL CARE AND CONTROL ORD.	1
DOMESTIC BATTERY	2
DUI	3
OBSTRUCTING POLICE OFFICER	2
OBTAINING FALSE PRETENSE	1
POSSESSION OF ALCOHOL - MINOR	2
POSSESSION OF CONTROLL. SUB.	5
PUBLIC INTOXICATION	3
SHOPLIFTING	11
UNLAWFUL CONSUMPTION	1
WARRANT FROM OTHER JURISDICTION	2
TOTAL MISDEMEANORS	33

	TOTAL
CHILD NEGLECT	1
DRIVING REV./SUSP. DUI 3RD	1
POSSESSION INTENT DELIVER	3
TOTAL FELONIES	5

[illegible]

2021 WARNINGS

WARNINGS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
OPERATORS, NO				1									1
OPERATORS, NO PROOF													0
PASSING, IMPROPER						1							1
RECKLESS DRIVING			1								1		2
RED LIGHT VIOLATION			1	1	1				2		1		4
REGISTRATION, ADDRESS CHG													0
REGISTRATION, EXPIRED	3	2	1			3		2	5	8	4		28
REGISTRATION, IMPROPER		1							1	2			4
REGISTRATION, IMPROPER DISPLAY			1									1	2
REGISTRATION, NO				1									1
REGISTRATION, NO PROOF													0
REGISTRATION, UNSIGNED													0
ROAD CONDITIONS, TOO FAST FOR													0
SEATBELT						2		3	2	1			8
SPEED VIOLATION WARNING	1	6	2	17	9		3	9	34	9	3		93
STOP SIGN	4	2	1	10	4	2	1	3	3	8	3		41
TURN LANE, IMPROPER USE	2	1	1	2	1								7
TURN, IMPROPER		2			1						2		5
WINDOW TINT		1								1			2
WRONG WAY		1								1			2
TOTAL	16	32	19	41	20	13	7	46	66	77	38	2	377

November 2021 Accidents

Report #	Date Of Crash	Time Of Day	Day Of Week	Street	Intersecting Street	Other Location	Manner Of Collision	Officer Name	
1	11/2/2021 0:00	1622	Tuesday	S LOCUST	W MAIN ST		Rear End	THOMAS POSEY	
2	11/4/2021 0:00	1210	Thursday	KANAWHA STREET	COLLEGE AVE		Rear End	SGT. T.M. STEWART	
3	11/4/2021 0:00	1945	Thursday			STOCKERT YOUTH PARKIN	Single Vehicle Crash	SGT. W.J. COURTNEY	
4	11/4/2021 0:00	1450	Thursday	POCAHONTAS STREET	TAYLOR STREET		Angle (Front to Side) Opposite D	MCCAULEY	
5	11/4/2021 0:00	1752	Thursday	NORTH LOCUST	N/A		Angle (Front to Side) Same Direc	MCCAULEY	
6	11/6/2021 0:00	1026	Saturday	WEST MAIN STREET	NORTH LOCUST		Rear End	MCCAULEY	
7	11/9/2021 0:00	1311	Tuesday	RT. 33 WEST	N/A	ADJACENT TO DEPARTME	Sideswipe, Same Direction	M. GREGORY	
8	11/10/2021 0:00	* 1007	Wednesday	KANAWHA STREET	TUCKER STREET		Rear End	T.M. STEWART	
9	11/10/2021 0:00	1935	Wednesday	WEST MAIN	N/A		Single Vehicle Crash	SGT DK HISSAM	
10	11/11/2021 0:00	* 1212	Thursday	100 BUCKHANNON C	RT. 20 NORTH	BESIDE SHEETZ	Rear End	LT. DOUGLAS N. LOUDIN	
11	11/17/2021 0:00	1626	Wednesday	CROSS ROADS	N LOCUST		Angle (Front to Side) Same Direc	THOMAS POSEY	
12	11/22/2021 0:00	1135	Monday	MAIN ST.	S. KANAWHA ST.	IN FRONT OF FIRST COMM	Rear End	M. GREGORY	
13	11/26/2021 0:00	2134	Friday	MAIN ST	N SPRING ST		Angle (Front to Side) Opposite D	J GARRISON	
14	11/29/2021 0:00	1410	Monday	CAMDEN AVE	TAYLOR STREET		Angle (Front to Side) Same Direc	T.M. STEWART	
15	11/29/2021 0:00	1910	Monday	SOUTH KANAWHA	PRESTON ST.		Angle (Front to Side) Opposite D	MCCAULEY	
		* = Injury							
		# = Alcohol / Drug Related							
		~ = Fatality							

C.4 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 Report of Cat & Dog Activity –Upshur County Commission-October 2021

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

5

0

59
- Dogs brought by Animal Control Officer
 - Dogs brought in by County Residents

20

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D.2 Notice of Revised Schedule for Environmental Review of the Atlantic Coast Pipeline 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 REVISED SCHEDULE FOR ENVIRONMENTAL REVIEW OF THE
ATLANTIC COAST PIPELINE RESTORATION PROJECT
AND
SUPPLY HEADER PROJECT RESTORATION PROJECT

(November 19, 2021)

This notice identifies the Federal Energy Regulatory Commission staff's revised schedule for the completion of the supplemental environmental impact statement (sEIS) for Atlantic Coast Pipeline, LLC's (Atlantic) Atlantic Coast Pipeline Restoration Project and Eastern Gas Transmission and Storage, Inc.'s (EGTS) Supply Header Restoration Project. The first notice of schedule, issued on May 4, 2021, identified November 19, 2021, as the final sEIS issuance date. However, we are modifying the issuance date based on comments received on the draft sEIS to include additional analyses of impacts on environmental justice communities in the sEIS that will assist the Commission in its decision-making process.

Schedule for Environmental Review

Issuance of the Notice of Availability of the final sEIS	December 17, 2021
90-day Federal Authorization Decision Deadline	March 17, 2022

If a schedule change becomes necessary, an additional notice will be provided so that the relevant agencies are kept informed of the project's progress.

Additional Information

In order to receive notification of the issuance of the sEIS and to keep track of all formal issuances and submittals in specific dockets, the Commission offers a free service called eSubscription. This can reduce the amount of time you spend researching proceedings by automatically providing you with notification of these filings, document summaries, and direct links to the documents. Go to <https://www.ferc.gov/ferc-online/overview> to register for eSubscription.

Additional information about the Project is available from the Commission's Office of External Affairs at (866) 208-FERC or on the FERC website (www.ferc.gov). Using the "eLibrary" link, select "General Search" from the eLibrary menu, enter the selected date range and "Docket Number" excluding the last three digits (i.e., CP15-554; CP15-555), and follow the instructions. For assistance with access to eLibrary, the helpline can be reached at (866) 208-3676, TTY (202) 502-8659, or at FERCOnlineSupport@ferc.gov. The eLibrary link on the FERC website also provides access to the texts of formal documents issued by the Commission, such as orders, notices, and rule makings.

Kimberly D. Bose,
Secretary.

E. Consent Agenda

E.1 Approval of Minutes - Regular Meeting 11/18/21 & 12/02/21

E.2 Approval of Building and Wiring Permits



#15370-75377

City Council Report Building, Electrical, Demolition Permits

12/1/2021 - 12/15/2021													
Permit # ↕	Applicant Name ↕	Applicant Address ↕	Primary Contractor ↕	Description ↕	Project Cost ↕	Fee Amount ↕	Electrical Property Type ↕	Asbestos Inspection ↕	Zoning Approval Date ↕	Historic Property ↕	Flood Zone Area ↕	Flood Zone /Elevation Certificate ↕	FEMA Accessory Use ↕
roup: Building Permit Fee													
75370	CHAPEL HILL FOR BRADLEY LINCICOME	106 RANDOLOPH ST	HOWARD CUTRIGHT	NEW HOME CONSTRUCTION 40'X20'	73,000.00	511.00	B1 Single Family Residential (New Construction)		12/1/2021	No		No	
					73,000.00	511.00							
Group Total: 1													
roup: Commercial Permit Fee													
75376	WVWC Physical Plant Facility	16 Camden Ave	SNIDER CONSTRUCTION LLC	Interior Buildout-Repair-Rehabilitation Due to Fire Damage	477,538.47	2,626.46	A Commercial Property	Yes -If yes attach report		No		No	
					477,538.47	2,626.46							
Group Total: 1													
roup: Demolition Permit Fee													
75373	WVWC Physical Plant	16 Camden Avenue	SUPERIOR ENVIROMENTAL	Interior Demolition, Cleanup, Sand/Soda Blasting- Fire Damage	145,923.36	20.00		Yes -If yes attach report		No	Zone X	Yes- Elevation Cert. Not Required	
					145,923.36	20.00							
Group Total: 1													
roup: Electrical Fee													
75376	WVWC Physical Plant Facility	16 Camden Ave	SNIDER CONSTRUCTION LLC	Interior Buildout-Repair-Rehabilitation Due to Fire Damage	477,538.47	477.54	A Commercial Property	Yes -If yes attach report		No		No	
75377	Buckhannon Manor	10 Nona Street	UEC Universal Engineering & Contracting	Replacement Transfer Switch on the Generator System	14,000.00	100.00	A Commercial Property			No	Zone AE	Yes- Elevation Cert. Not Required	
75374	SETH HOFFMAN	111 RANDOLPH ST	DTA ELECTRICAL	SERVICE UPGRADE	1,500.00	100.00	B2 Single Family	No			Zone AE	Yes- Elevation Cert. Not Required	
							Residential (500 sq ft)						
75375	GREG IRWIN	15 SEDGWICK ST	DTA ELECTRICAL	SERVICE UPGRADE	1,500.00	100.00	B2 Single Family Residential (500 sq ft)	No				No	
75372	Jody Light	132 Wood St #4	TWISTED WIRE	Reconnect	100.00	100.00	A Commercial Property				Zone AE	Yes- Elevation Cert. Not Required	
75371	Worry Free Electric for Cathryn Riddick	27 Marion St	WORRY FREE ELECTRIC LLC	EV-Electrical Vehicle Charging Station inside the garage	1,800.00	100.00	B2 Single Family Residential (500 sq ft)			No		No	
75370	CHAPEL HILL FOR BRADLEY LINCICOME	106 RANDOLOPH ST	HOWARD CUTRIGHT	NEW HOME CONSTRUCTION 40'X20'	73,000.00	100.00	B1 Single Family Residential (New Construction)		12/1/2021	No		No	
					569,438.47	1,077.54							
Group: Zoning Application Fee													
75370	CHAPEL HILL FOR BRADLEY LINCICOME	106 RANDOLOPH ST	HOWARD CUTRIGHT	NEW HOME CONSTRUCTION 40'X20'	73,000.00	20.00	B1 Single Family Residential (New Construction)		12/1/2021	No		No	
					73,000.00	20.00							
Group Total: 1													
					1,338,900.30	4,255.00							

E.3 Approval of Payment of the Bills

DECEMBER 1-15 2021 GENERAL FUND PAYMENT OF BILLS 12-16-2021 CITY COUNCIL MEETING

- \$20,500.00 – PASS FIRE PROTECTION– INSTALL FIRE SYSTEM PHASE II AT THEATRE
- \$4,000.00 – UNITED SOUND & ELECTRONICS – SOUND & VIDEO EQUIPMENT FOR COUNCIL CHAMBERS
- \$1,025.00 – CIRA & ASSOCIATES CONSULTING – ASBESTOS PROJECT DESIGN CITY HALL ROOF
- \$4,790.11 – CITIZENS BANK – 1ST PAYMENT NEW 2021 FIRE TRK
- \$2,536.15 – BRITTNI CONLEY dba KAR SERVICES – REPAIRS TO FIRE CHIEF’S TRUCK
- \$11,011.00 – WITMER PUBLIC SAFETY GROUP – HOSES AND COUPLINGS REPLACEMENT
- \$1,350.00– ALLEN WRENCH LLC – SERVICE ON E1, E1101 AND TRK 11
- \$4,114.53 – J.F. ALLEN CO. – BLACKTOP FOR SPRING STREET PROJECT
- \$5,000.00 – SEALCOAT CONCEPTS – CLEANED AND PAINTED CURBS
- \$1,950.00 – FINAL GRADE EXCAVATION – DEMO WORK SIDEWALK ON SMITHFIELD ST

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DISBURSEMENT 12-01-21 TO 12-15-21

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	DIGITALCOURTHOUSE.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-1 YEAR SUBSCRIPTION	74.75
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF DEC 2021 HEALTH INS	1,058.00
		409-105-00	MAYOR'S INSURANCE	GF DEC 2021 RETIREE SUBSID	232.00
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	NOV 2021 CC FEES	1,074.43
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	42.80
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	10.01
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-OFFICE SUPPLIES	18.75
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-OFFICE SUPPLIES	7.13
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-OFFICE SUPPLIES	13.75
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-OFFICE SUPPLIES	11.23
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-RUG SHAMPOO MACHINE	112.25
	DATAAMX CORPORATION	409-341-00	MAYOR'S SUPPLIES & M	BUSINESS LIC COLLECTIONS N	120.00
	USI INSURANCE SERVICES LLC	409-105-00	MAYOR'S INSURANCE	GRP BENEFIT 3RD INSTALLMEN	130.98
	PAYFLEX	409-105-00	MAYOR'S INSURANCE	GF NOV 2021 HSA FEES	6.50
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	701.97
				TOTAL:	3,614.55
COUNCIL	PASS FIRE PROTECTION INCORPO	410-450-02	THEATRE CAPITAL	INSTALL FIRE SYS PHASE II	20,500.00
	UPSHUR COUNTY COMMISSION	410-460-00	CAT CONTROL EXPENSE	5 CATS TRAPPED OCT 2021	50.00
	TRAVELERS INSURANCE	410-223-00	PROFESSIONAL (LEGAL)	DEDUCTIBLE SUMMONS L FOULK	1,981.00
				TOTAL:	22,531.00
TREASURER	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF DEC 2021 HEALTH INS	2.00
		413-105-00	TREASURER'S GROUP IN	GF DEC 2021 RETIREE SUBSID	116.00
	DAVID L HOWELL CPA	413-224-00	AUDIT	2ND BILLING 2020-21 AUDIT	375.00
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	19.42
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.54
	PAYFLEX	413-105-00	TREASURER'S GROUP IN	GF NOV 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	313.18
				TOTAL:	833.39
CITY ATTORNEY	INTERNAL REVENUE SERVICE	417-104-00	CITY ATTORNEY FICA	FICA WITHHELD AND MATCHED	32.47
		417-104-00	CITY ATTORNEY FICA	MEDICARE WITHHELD & MATCHE	7.59
	USI INSURANCE SERVICES LLC	417-105-00	CITY ATTORNEY INSURA	GRP BENEFIT 3RD INSTALLMEN	14.74
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	523.73
				TOTAL:	578.53
CITY ENGINEER	INTERNAL REVENUE SERVICE	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
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	775.24
				TOTAL:	835.12
HOUSING	BUCKHANNON UTIL BOARDS	436-341-99	CLEAN UP ASSISTANCE	GOOD N'BOR CLNUP 39 SEDG&	1,243.68
				TOTAL:	1,243.68
ZONING-	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF DEC 2021 HEALTH INS	203.00
		437-105-00	ZONING HEALTH INS	GF DEC 2021 RETIREE SUBSID	116.00

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DISBURSEMENT 12-01-21 TO 12-15-21

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	NOV 21 CODE ENFORCEMNT MIL	92.40
	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
	USI INSURANCE SERVICES LLC	437-105-00	ZONING HEALTH INS	GRP BENEFIT 3RD INSTALLMEN	58.12
	PAYFLEX	437-105-00	ZONING HEALTH INS	GF NOV 2021 HSA FEES	3.25
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	1,430.15
				TOTAL:	2,012.33
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-230-00	DATA PROCESSING	UPDATE SERV; SET UP WAMSB	255.00
		439-230-00	DATA PROCESSING	IT SERVICE CONTRACT	212.50
	TYLER TECHNOLOGIES INC	439-230-00	DATA PROCESSING	EPSON THERMAL RCT PRINTER	89.91
	SUDDENLINK	439-230-00	DATA PROCESSING	DEC 2021 INTERNET	32.11
				TOTAL:	589.52
CITY HALL	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANC	ALL DEPT NOV 2021 UNIFORMS	148.17
	RITE-WAY HEATING & PLUMBING	440-216-00	CITY HALL MAINTENANC	PARTS FOR TOILET REPAIRS	25.75
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF DEC 2021 HEALTH INS	133.75
		440-105-00	CITY HALL JANITOR IN	GF DEC 2021 RETIREE SUBSID	116.00
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	94.94
	UNITED SOUND & ELECTRONICS,	440-459-00	CITY HALL CAPITAL	SOUND & VIDEO EQUIP COUNCIL	4,000.00
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	CITY HALL SUPPLIES	43.23
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	77.01
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	18.01
	PAYFLEX	440-105-00	CITY HALL JANITOR IN	GF NOV 2021 HSA FEES	3.25
	CIRA AND ASSOCIATES CONSULTI	440-459-00	CITY HALL CAPITAL	ASBESTOS PROJ DESIGN	1,025.00
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	1,256.78
				TOTAL:	6,941.89
POLICE	AXON ENTERPRISE, INC.	700-221-00	POLICE DEPT. TRAININ	PCRD-TASER INSTRUCTOR RECE	375.00
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF DEC 2021 HEALTH INS	4,407.00
		700-105-00	POLICE DEPT. GROUP I	GF DEC 2021 RETIREE SUBSID	1,160.00
	GALLS LLC	700-341-05	POLICE VIPS EXPENSES	SHORT SLEEVE SHIRTS	245.90
	AUTO ZONE	700-343-00	POLICE DEPT. AUTO SU	PCRD- FUSES	4.80
	US POSTAL SERVICE	700-341-00	POLICE DEPT. MAT & S	PCRD-POSTAGE TO MAIL EVIDE	5.10
	WATCH GUARD VIDEO	700-459-00	POLICE DEPT. NEW EQU	VIDEO STORAGE 10/1-10/31	122.73
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	CAR WASHES NOV 21	70.00
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	NOV 2021 COURT FEES	270.00
	COMMUNITY CARE OF WV	700-341-00	POLICE DEPT. MAT & S	PRE EMPLOYMT PHYS COREY MOO	176.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	POLICE DEPT COPIER LEASE D	142.44
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	22HZS3 2017 INTERCEPTOR PY	706.08
		700-459-00	POLICE DEPT. NEW EQU	22HZSX 2017 INTERCEPTOR PY	1,571.77
		700-459-00	POLICE DEPT. NEW EQU	22SFZ4 2018 INTERCEPTOR PY	1,187.66
		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	97.44
		700-343-00	POLICE DEPT. AUTO SU	23H64Z MAINT OLDER CRUISER	6.00
		700-459-00	POLICE DEPT. NEW EQU	23KNZ9 2020 POLICE INTERCE	706.76
		700-459-00	POLICE DEPT. NEW EQU	23KNZN 2020 POLICE INTERCE	739.96
		700-459-00	POLICE DEPT. NEW EQU	23KNZS 2020 POLICE INTERCE	796.87
	SPRINT	700-211-00	POLICE DEPT. TELEPHO	DEC 2019 GEOTABS	468.74
	THE SIGN GUY LLC	700-343-00	POLICE DEPT. AUTO SU	REFLECTIVE STRIPING	105.00
	GUARDIAN TRACKING LLC	700-341-00	POLICE DEPT. MAT & S	ANNUAL SUBSCRIPTION	950.00

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DISBURSEMENT 12-01-21 TO 12-15-21

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
FIRE	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,613.72
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHED	377.40
	USI INSURANCE SERVICES LLC	700-105-00	POLICE DEPT. GROUP I	GRP BENEFIT 3RD INSTALLMEN	639.32
	PAYFLEX	700-105-00	POLICE DEPT. GROUP I	GF NOV 2021 HSA FEES	32.50
	PACKTRACK	700-341-00	POLICE DEPT. MAT & S	PCRD-YEARLY K-9 HANDLER SU	100.00
	BRITITNI CONLEY	700-343-00	POLICE DEPT. AUTO SU	PCRD- REPAIRS TO CAR #6	706.90
	WORLD FUEL SERVICES, INC.	700-343-00	POLICE DEPT. AUTO SU	POLICE FUEL NOV 2021	1,983.48
	QUALITY INN & SUITES	700-214-00	POLICE DEPT. TRAVEL	PCRD-OCONNOR LODGING AT TR	80.85
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	DVD R	65.97
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	70.80
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	26,459.98
				TOTAL:	47,839.16
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF DEC 2021 HEALTH INS	2,725.00
		706-105-00	FIRE DEPT. GROUP INS	GF DEC 2021 RETIREE SUBSID	812.00
	MATHEMY MOTOR TRUCK CO	706-343-00	FIRE DEPT. AUTO SUPP	AUTO FILTERS & MAINT	1,030.84
	AUTO ZONE	706-343-00	FIRE DEPT. AUTO SUPP	DIESEL ENGINE OIL 20 GAL	351.42
		706-343-00	FIRE DEPT. AUTO SUPP	GEAR OIL	117.54
	NAPA-AMTOWER AUTO SUPPLY	706-343-00	FIRE DEPT. AUTO SUPP	OIL	65.96
		706-343-00	FIRE DEPT. AUTO SUPP	FUEL FILTER	7.31
		706-216-00	FIRE DEPT. MAINTENAN	FHP V BELT	20.78
		706-343-00	FIRE DEPT. AUTO SUPP	AIR GOVERNOR	15.11
	COMMUNITY CARE OF WV	706-341-00	FIRE DEPT. MATERIAL	PRE EMPLYMT PHYS SHANE JEN	75.00
	INDEED.COM	706-341-00	FIRE DEPT. MATERIAL	PCRD-HELP AD FIRE AND SYCC	257.92
	INTERSTATE RESCUE	706-345-00	FIRE DEPT. UNIFORMS	LOCKWOOD HOOK	187.54
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK DEC 2021	4,790.11
	WVU MEDICINE	706-341-00	FIRE DEPT. MATERIAL	MEDICAL EVAL M. POTTER	40.00
		706-341-00	FIRE DEPT. MATERIAL	MEDICAL EVAL M. POTTER	65.50
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,125.34
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHED	263.18
	ROGUE FITNESS	706-221-00	FIRE DEPT. TRAINING	PCRD-ROGUE HG BUMPER 10 15	1,006.28
	USI INSURANCE SERVICES LLC	706-105-00	FIRE DEPT. GROUP INS	GRP BENEFIT 3RD INSTALLMEN	406.84
	PAYFLEX	706-105-00	FIRE DEPT. GROUP INS	GF NOV 2021 HSA FEES	22.75
	SAFE RESPONSE LLC	706-221-00	FIRE DEPT. TRAINING	PCRD-1YR SUBSCRIPTION SAFE	19.99
	BRITITNI CONLEY	706-343-00	FIRE DEPT. AUTO SUPP	CHEIF'S VEHICLE REPAIRS	2,536.15
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	304-940-4727 ENG 1 CELL &	13.77
	WORLD FUEL SERVICES, INC.	706-343-00	FIRE DEPT. AUTO SUPP	FIRE TRKS 1101&1102 NOV 20	174.35
		706-343-00	FIRE DEPT. AUTO SUPP	FIRE DEPT FUEL NOV 2021	538.32
	INTEGRIS EQUIPMENT, LLC	706-341-00	FIRE DEPT. MATERIAL	LIFEPAK BATTERIES	325.99
	WITMER PUBLIC SAFETY GROUP I	706-459-00	FIRE DEPT. CAPITAL O	FIRE HOSES & COUPLINGS	11,011.00
		706-341-00	FIRE DEPT. MATERIAL	BLACKINTON BADGE	370.50
		706-345-00	FIRE DEPT. UNIFORMS	RESCUE BELT; SHIRTS	54.59
		706-345-00	FIRE DEPT. UNIFORMS	RESUCE BELT & UNIFORM	59.59
		706-345-00	FIRE DEPT. UNIFORMS	RESUCE BELT & UNIFORM	210.36
		706-345-00	FIRE DEPT. UNIFORMS	RESCUE BELT; SHIRTS	87.30
	ALLEN WRENCH LLC	706-343-00	FIRE DEPT. AUTO SUPP	SERVICE ON E1, E1101,TK11	1,350.00
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	18,210.15
				TOTAL:	48,348.48
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	STREET DEPT WASTE DEC 2021	953.76
	MON POWER	750-213-00	STREET DEPT. UTILITI	110123905108 25 N LOCUST S	9.90
		750-213-00	STREET DEPT. UTILITI	110148156588 RT 6 395 MUDL	467.68
		750-213-00	STREET DEPT. UTILITI	110148255778 395 MUDLICK R	421.74
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	ALL DEPT NOV 2021 UNIFORMS	710.92

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DISBURSEMENT 12-01-21 TO 12-15-21

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STREET LIGHTS	SOUTHERN STATES COOP INC	750-341-00	STREET DEPT. MAT & S	BOOTS FOR MARK COGAR	239.99
		750-341-00	STREET DEPT. MAT & S	PROPANE, STRAW, GRASS SEE	593.73
	WV PAGING	750-213-00	STREET DEPT. UTILITI	STREET DEPT PAGERS DEC 202	23.00
	RITE-WAY HEATING & PLUMBING	750-458-05	STREET DEPT PROJECTS	4" PIPE & FITTINGS SPRING	384.17
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF DEC 2021 HEALTH INS	3,386.00
		750-105-00	STREET DEPT. GROUP I	GF DEC 2021 RETIREE SUBSID	1,160.00
	J F ALLEN CO	750-458-05	STREET DEPT PROJECTS	BLACKTOP FOR SPRING ST	4,114.53
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	BATTERY FOR FORKLIFT	108.82
	LOWES BUSINESS ACCOUNTS	750-341-00	STREET DEPT. MAT & S	STRING LINES	25.59
		750-341-00	STREET DEPT. MAT & S	CHRISTMAS LIGHTS	156.61
		750-341-00	STREET DEPT. MAT & S	TOOLS & WASHER FOR SHOP	317.30
		750-341-00	STREET DEPT. MAT & S	TOOLS & WASHER FOR SHOP	469.30
	SEALCOAT CONCEPTS LLC	750-341-00	STREET DEPT. MAT & S	CLEANED & PAINTED CURBS	5,000.00
	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	975.06
		750-459-00	STREET DEPT. CAPITAL	23P226 2020 RAM 2500	690.58
		750-459-00	STREET DEPT. CAPITAL	23P47T 2020 RAM 2500	684.15
	SPRINT	750-211-00	STREET DEPT. TELEPHO	DEC 2019 GEOTABS	238.60
	BUCKHANNON VOLUNTEER FIRE DE	750-343-00	STREET DEPT. AUTO SU	TIRES FOR SMALL DUMP TRK	452.96
	WALMART STORES INC -BUCKHANN	750-341-00	STREET DEPT. MAT & S	PCRD-CARD READERS SMSG GBU	243.42
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	ST DEPT PEST CONTROL DEC 2	31.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	968.56
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHED	226.52
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-ZIPTIES FOR CHRISTMAS	109.21
		750-341-00	STREET DEPT. MAT & S	PCRD-WRENCHS AND SCREWDRIV	237.55
		750-341-00	STREET DEPT. MAT & S	PCRD-HAMMER SET FOR SHOP	260.10
		750-341-00	STREET DEPT. MAT & S	PCRD-SUPER SACKS FOR BULK	235.99
	USI INSURANCE SERVICES LLC	750-105-00	STREET DEPT. GROUP I	GRP BENEFIT 3RD INSTALLMEN	464.96
	PAYFLEX	750-105-00	STREET DEPT. GROUP I	GF NOV 2021 HSA FEES	32.50
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERTY PAYMENT MUDL	DEC 2021 PUBLIC WRKS BLDG	9,774.80
		750-459-22	PROPERTY PAYMENT MUDL	NOV 21 PUBLIC WRKS BLDG PY	9,774.80
	FINAL GRADE EXCAVATION & SER	750-458-05	STREET DEPT PROJECTS	DEMO WORK SIDEWALK SMITHF	1,950.00
	WORLD FUEL SERVICES, INC.	750-343-00	STREET DEPT. AUTO SU	STREET FUEL NOV 2021	1,887.91
	HOBBY LOBBY	750-341-00	STREET DEPT. MAT & S	PCRD-36 INCH PINE WREATHS	423.79
		750-341-00	STREET DEPT. MAT & S	PCRD-36 INCH PINE WREATHS	374.86
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	15,699.60
				TOTAL:	64,916.25
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	5,174.38
		751-213-00	STREET LIGHTS	110 151 101 430 99 W. MAIN	131.22
				TOTAL:	5,305.60
TRAFFIC SIGNALS & SIGN MON POWER		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT. 119	47.97
		752-213-00	TRAFFIC SIGNALS POWE	110088985624 RT. 20 BKN C	56.04
		752-213-00	TRAFFIC SIGNALS POWE	110081822063 W. MAIN ST	24.67
		752-213-00	TRAFFIC SIGNALS POWE	110088820243 MAIN ST	37.49
		752-213-00	TRAFFIC SIGNALS POWE	110080768291 E. MAIN ST	24.45
	LOWES BUSINESS ACCOUNTS	752-230-00	SIGNS & SIGNALS	BOLTS, NUTS, WASHRS -SIGN	83.32
				TOTAL:	273.94
SNOW REMOVAL	A F WENDLING INC	753-341-00	SNOW REMOVAL	ICE MELT	370.44
				TOTAL:	370.44
PARK 40% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	NOV 2021 HOTEL MOTEL TAX	3,939.32

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DISBURSEMENT 12-01-21 TO 12-15-21

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
				TOTAL:	3,939.32
CVB 60% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID NOV 2021	HOTEL MOTEL TAX	9,191.73
				TOTAL:	9,191.73
ARTS-THEATRE	BUCKHANNON UTIL BOARDS	906-450-01	THEATRE BUILDING	THEATRE WASTE DEC 2021	126.54
	MON POWER	906-450-01	THEATRE BUILDING	110122154542 48 E. MAIN ST	171.79
	HARPER LUMBER & BUILDING SUP	906-450-01	THEATRE BUILDING	JOINT COMPOUND & SCREWS	439.57
		906-450-01	THEATRE BUILDING	JOINT COMPOUND & SCREWS	37.65
		906-450-01	THEATRE BUILDING	JOINT COMPOUND & SCREWS	65.38
		906-450-01	THEATRE BUILDING	DRYWALL SCREWS CORNER BEA	11.57
		906-450-01	THEATRE BUILDING	DRYWALL SCREWS CORNER BEA	387.70
		906-450-01	THEATRE BUILDING	DRYWALL SCREWS CORNER BEA	51.10
	MOUNTAINEER GAS COMPANY	906-450-01	THEATRE BUILDING	268704-483167 48 E. MAIN S	217.96
	SHERWIN WILLIAMS-ELKINS	906-450-01	THEATRE BUILDING	PAINT FOR THEATER	111.58
	MCCARTY'S SEPTIC SERVICE	906-216-00	THEATRE MAINTENANCE/	PORTAPOT RENTAL FOR THEAT	110.00
	FRONTIER	906-450-01	THEATRE BUILDING	473-8987-052821-4 THEATRE	69.72
				TOTAL:	1,800.56
STOCKERT YOUTH CENTER	A F WENDLING INC	907-341-00	MATERIALS & SUPPLIES	TRASH BAGS, PAPER TOWELS	138.69
	UNIFIRST CORP.	907-216-00	MAINTENANCE	ALL DEPT NOV 2021 UNIFORMS	87.97
	LEAF	907-341-01	OPERATING EXPENSES	COPIER LEASE	185.95
	RITE-WAY HEATING & PLUMBING	907-341-00	MATERIALS & SUPPLIES	TOILET REPR- FLUSH HANDLE	3.39
	CARTER: LARRY	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTOR	104.00
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF DEC 2021 HEALTH INS	808.00
		907-105-00	GROUP INSURANCE	GF DEC 2021 RETIREE SUBSID	232.00
	NAPA-AMTOWER AUTO SUPPLY	907-343-00	SYC AUTO SUPPLIES	PARTS FOR NEW BUS	53.05
		907-343-00	SYC AUTO SUPPLIES	PARTS FOR NEW BUS	41.26
		907-343-00	SYC AUTO SUPPLIES	PARTS FOR NEW BUS	419.04
	DHHR	907-341-01	OPERATING EXPENSES	PCRD-BACKGROUND CK	20.00
	INDEED.COM	907-341-00	MATERIALS & SUPPLIES	PCRD-HELP AD FIRE AND SYCC	257.91
		907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC HELP AD	21.02
	SPRINT	907-211-00	TELEPHONES	DEC 2019 GEOTABS	55.06
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	172.86
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	14.13
		907-216-00	MAINTENANCE	ICE MELT	16.48
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	SYC PEST CONTROL DEC 2021	36.50
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	326.48
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	76.35
	APRIL E SMALL	907-368-01	ZUMBA	KICK BXING INSTRUCTOR NOV	64.00
	AMAZON.COM	907-356-00	YOUTH BASKETBALL	PCRD-COPY PAPER	32.99
		907-356-00	YOUTH BASKETBALL	PCRD-WHISTLES	14.99
		907-356-00	YOUTH BASKETBALL	PCRD-BASKETBALLS	220.82
		907-341-00	MATERIALS & SUPPLIES	PCRD-OFFICE SUPPLIES	74.58
		907-356-00	YOUTH BASKETBALL	PCRD-SCORE BOOKS	42.00
	USI INSURANCE SERVICES LLC	907-105-00	GROUP INSURANCE	GRP BENEFIT 3RD INSTALLMEN	116.24
	PAYFLEX	907-105-00	GROUP INSURANCE	GF NOV 2021 HSA FEES	9.75
	WORLD FUEL SERVICES, INC.	907-216-00	MAINTENANCE	SYCC FUEL NOV 2021	325.76
	FAST BREAK CLUB/ SAI	907-356-00	YOUTH BASKETBALL	GIRLS BASKETBALL HOOPFEST	300.00

12-16-2021 08:39 AM

DISBURSEMENT 12-01-21 TO 12-15-21

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			12/01/2021 - 12/15/2021	5,265.52
				TOTAL:	9,536.79
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA CONF CENTER DEC 2021		3,351.00
				TOTAL:	3,351.00
PUBLIC SAFETY	UNIFIRST CORP.	976-216-00	SAFETY COMPLEX MAINT ALL DEPT NOV 2021 UNIFORMS		59.98
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI DEC 2021 PSC INTERNET		150.00
	PUMP PRODUCTS	976-216-00	SAFETY COMPLEX MAINT PCRD-HOT WATER TNK FITTING		406.80
				TOTAL:	616.78

Motion to approve the Consent Agenda was made by Reger/Lewis-Sines. Motion carried.

F. Strategic Issues for Discussion and/or Vote

F.1 Call for Election on May 10, 2022 - Action taken earlier in the meeting.

F.2 Discussion/Possible Action Property Purchase 10 East Lincoln Street - This item was tabled for a future meeting pending the modification of the purchase agreement.

F.3 Discussion/Possible Action Parade Parking Plan of Action - Mayor Skinner stated that he has had discussions with Recorder Sanders, City Attorney O'Neill, and Police Chief Gregory regarding cars being parked along a parade route during an actual parade. After hearing some concerns from the public and in light of what has happened in other cities, (i.e. Waukesha, Wisconsin) it would be wise for us to review our no parking on a parade route during a scheduled parade policy in order to make it enforceable. City Attorney O'Neill offered a scenario in which we could amend the current parking ordinance to include no parking on any streets within city limits that is along the designated parade route 60 minutes prior to the posted start time of the parade subject to the vehicle being towed at the owner's expense.

Motion to have the City Attorney prepare a modification to the current parking ordinance to include no parking on any streets within city limits that is along the designated parade route 60 minutes prior to the posted start time of the parade subject to the vehicle being towed at the owner's expense was made by Rylands/Thomas. Motion carried.

F.4 Approval Change Order #1 Roof Replacement Project-Replacement of 1998 Building Addition Roof - Action taken earlier in the meeting.

G. Comments and Announcements

- **Council Member Bucklew** - Mrs. Bucklew wished everyone a Merry Christmas and for all to have a safe holiday and for all of us to remember the reason for the season.
- **Council Member Rylands** – Mr. Rylands referenced a Create Buckhannon discussion regarding the availability of apartments for those looking for housing and that there is no clearinghouse for helping people find these available properties. Also discussed were the vacant/distressed properties in the city limits and whether or not those could be turned into suitable units for housing. Bottom line there seems to be a shortage of housing and an opportunity concerning the vacant and/or distressed residences being turned in to housing units – more precisely, an opportunity to turn a negative into a positive. He also wished everyone a Merry Christmas.
- **Council Member Reger** – Mr. Reger commended the VIPS for their service to the community and he wished everyone a Merry Christmas.
- **Council Member Thomas** – Mr. Thomas commended the Buckhannon Fire Department for a successful Christmas Parade. He mentioned that he had recently lost his dog and is now looking for a female Shih Tzu dog. Mr. Thomas also stated that even though he had said in the past that he was not going to run for reelection, after having some discussions with his family and friends, he is reconsidering and will make a decision by January 13, 2022. He went on to wish everyone a Merry Christmas.
- **Council Member Lewis-Sines** – Mrs. Lewis-Sines also commented on what a wonderful event the Christmas parade was and how creative many of the participants were. She thanked all who assisted in organizing it and wished everyone a Merry Christmas and Happy New Year.
- **City Recorder Sanders** - Mr. Sanders congratulated and thanked the members of VIPS program for their commitment, as well as Chief Gregory for the successful completion of the CALEA accreditation in 2021. He joined others by saying the Christmas Parade was a great success and he spoke about the first emergency services meeting that was held regarding the World Association of Marching Show Bands Competition in 2023. He concluded by wishing everyone Merry Christmas and a Happy New Year.

H. Mayor's Comments and Announcements – Mayor Skinner provided details concerning the efforts of local resident David Beckner who is working with businesses and organizations to collect donations of items (toys, clothes, cleaning and household supplies to name a few) to transport and distribute to the residents of Mayfield, Kentucky who have been devastated by a recent tornado. The drop off location is the lot across from Floyd Sign Company on North Locust Street. The Mayor asked local media to spread the word along with the City posting it on its own Social Media. He wished everyone a Merry Christmas and a Happy New Year.

I. Adjournment

Motion to adjourn at 8:13 PM was made by Sanders/Thomas. Motion carried.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
