

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

A regular meeting of the Buckhannon City Planning Commission was held in Council Chambers at City Hall, 70 East Main on Monday, October 18, 2021 at 7:00 pm with the following in attendance:

Susan Aloï	President (Chair)	Present
Richard Clemens	Vice-President (Vice-Chair)	Present - by GoToMeeting
Randy Sanders	City Recorder	Present
CJ Rylands	Member/Council Rep	Absent
Vincent Smith	Member/Building Code Enforcement	Present
Curtis Wilkerson	Member	Absent
Mike Sharpolisky	Member	Present
Kelley Tierney	Member	Absent
Sara Aylestock	Member	Present
Sarah St. Clair	Member	Present
Thomas O'Neill	City Attorney	Absent

To participate remotely in a City Commission or Board meeting, participants were invited to contact City Hall at 304-472-1651 for the GoToMeeting link/access.

***City of Buckhannon Planning Commission -
Meeting Agenda for Monday, October 18, 2021 at 7:00pm at City Hall in Council Chambers***

A regular meeting of the Buckhannon City Planning Commission will be held on October 18, 2021 at 7:00 pm. The meeting will be held in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon WV 26201. This is an open meeting (per WV code § 6-9A-3) and all interested parties are welcome to attend.

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

C. Consent Agenda

- C.1 Approval of Minutes - Regular Meeting 07/19/21 & Special Meetings 06/01/21 & 06/15/21

D. Correspondence & Information

- D.1 2022 Planning Commission Meeting Schedule

E. Strategic Issues for Discussion and/or Vote

- E.1 Update on Plan Goals & Activities
- E.2 Report from Recreation Subcommittee (Curtis Wilkerson)

F. Comments and Announcements

G. Adjournment

Posted 10/14/2021

A. Call to Order - The meeting was called to order by the President of the Planning Commission, Dr. Susan Aloï, who asked for all to observe a Moment of Silence. City Recorder Randy Sanders led the group in the Pledge to the Flag of the United States of America.

B. Recognized Guests - None

C. Consent Agenda

C.1 Approval of Minutes - Regular Meeting 07/19/21 & Special Meetings 06/01/21 & 06/15/21 - President Aloï reviewed the Regular Meeting Minutes of 07/19/21 & Special Meeting Minutes of 06/01/21 & 06/15/21 with the Commission Members and asked if there were any corrections or additions to any of these minutes and none were given.

Motion to approve the Minutes of the Regular Meeting of 07/19/21 & Special Meetings of 06/01/21 & 06/15/21 was made by Sharpolisky/Aylestock. Motion carried.

D. Correspondence & Information

D.1 2022 Planning Commission Meeting Schedule – President Aloï presented the meeting dates for 2022 as January 18, 2022, April 18, 2022, July 18, 2022, and, October 17, 2022, asking the Commission members to add these to their calendars.

E. Strategic Issues for Discussion and/or Vote

E.1 Update on Plan Goals & Activities – The Chair reviewed the areas that we were to receive updates on and/or discuss as follows: a report from Recreation Subcommittee; the Madison Street project, a grant proposal submitted by Create Buckhannon, planning for the Stockert Youth & Community Center (SYCC), and researching an accreditation of Parks and Recreations RE: The National Accreditation Standards focusing on the SYCC.

E.2 Report from Recreation Subcommittee (Curtis Wilkerson) - With the absence of Curtis Wilkerson, President Aloï provided the following overview of the subcommittees work thus far as provided via email by Mr. Wilkerson:

- 1) We are developing a survey that will be utilized in the community to ascertain recreation needs of various age groups and demographics*
- 2) Have visited the various parks in the city limits and noted numerous physical needs to existing infrastructure*
- 3) Have begun to identify additional opportunities for recreation within city limits*
- 4) Have begun to identify potential collaboration with the County*

Recreation Subcommittee members Sara Aylestock and Sarah St. Clair provided additional context regarding the above points.

Also from Mr. Wilkerson's email: *Important observation to date: The ad hoc committee notes that there is a significant need for a dedicated Parks and Recreation Director – that would exceed the present matters of just maintenance and look to develop programming. This effort would build upon the Buckhannon 2025 Plan's first nine goals within the Healthcare section. Additionally, it would begin to address all eleven goals of the Recreation section.*

Recorder Sanders provided an update on the demolition of the Madison Street property (the old Chase Bank drive-thru) and the cleanup process. He indicated that the City was hoping to acquire an additional piece of property that adjoins for a better layout for the final design.

President Aloï provided information about a grant application being prepared by Create Buckhannon, with assistance from Create Buckhannon member Dale Shannon, which would provide \$22,000 to use for further grant research and applications by Downstream Strategies for community and economic development in Buckhannon. Commission Vice-President Clemens reinforced the need for attention to promoting the recreational offerings in the community.

Recorder Sanders provided an update on the Stockert Youth & Community Center noting the City has demolished the former Knights of Pythias building and are negotiating the possible purchase of an additional piece of property that adjoins what we already own. The Mills Group LLC will be preparing the plans for the new building incorporating the needs and ideas that were brought forward at a recent SYCC Board meeting. It will be more of a community center rather than just a gymnasium. A follow-up discussion among the commission members took place.

A discussion regarding the recent creation of the coalition to unify youth resources in Buckhannon and Upshur County was led by President Aloï. The coalition includes Upshur County Schools, Stockert Youth and Community Center, Community Care of West Virginia, Mountain CAP of WV, St. Joseph's Hospital and Fred Eberle Technical Center.

Next the proposed addition of a Parks and Recreation Director for the City of Buckhannon was discussed. The fact that the City has so many parks and many are being underutilized for various reasons is a concern. Many indicated that this could be corrected with a Parks & Recreation Director. Sara Aylestock provided an overview of the obvious needs of the parks within the City's system. Mr. Clemens suggested we look at other City's our size and study their successes and/or

failures.

The Commission discussed the idea of Buckhannon becoming part of the CAPRA, the Commission for Accreditation of Parks and Recreation Agencies, which has been recommended by Commission member CJ Rylands. A discussion took place with the recommendation that we ask for Mr. Rylands to speak more on this idea at our next meeting.

President Aloï presented a worksheet reflecting the Status of the Recreation Section of the 2025 Comprehensive Plan. Discussion of several elements of the worksheet took place and updates were noted.

Recorder Sanders committed to bring up the idea of the City hiring a Parks & Recreation Director at an appropriate time during the next City Council meeting.

President Aloï noted that we will look for an update from the Recreation Subcommittee by the end of the year.

Discussion on whether the Commission should formally recommend to City Council the need for a Parks & Recreation Director.

Motion for the City of Buckhannon Planning Commission to recommend to the City Council to consider the hiring of a City Parks & Recreation Director was made by Aylestock/St. Clair. Motion carried unanimously.

F. Comments and Announcements - None

G. Adjournment

Without objection, President Aloï adjourned the meeting at 8:11 PM.

Commission President Susan Aloï

City Recorder Randall H. Sanders