

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

A regular meeting of the Buckhannon City Council was held on Thursday, June 16, 2022, at 7:00pm in the Council Chambers of City Hall. The following individuals were in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Present
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	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present
MyBuckhannon.com	Beth Broschart	Present

Guests: Pete Thackston, USI Insurance Services (GTM); Michael Mills, Mills Group; Ron Pugh; Debra Brockleman, SYCC; Don Nester, SYCC Board; Dennis Cortes, Upshur County Parks & Recreation Board; Dawn Arnold

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 THE COUNCIL CHAMBERS OF CITY HALL
MEETING AGENDA FOR THURSDAY, JUNE 16, 2022

- 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 Pete Thackston, USI Insurance Services
 - B.2 Michael Mills, AIA, NCARB-Managing Principal, Mills Group, LLC
 - B.3 Dennis Cortes-Upshur County Parks & Recreation Board
- 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 Proclamation-Marvin and Sarah Carr Day-Upshur Parish House 30 Year Celebration
 - D.2 ARPA Project Updates & Miscellaneous with Potesta & Associates, Inc.
 - D.3 Deed & M.O.U. Roman Catholic Bishop of the Diocese of Wheeling RE: Property Exchange at bottom of Amalia Drive
 - D.4 Leadership Upshur Program-Accepting Applications due August 1, 2022. Apply at LeadershipUpshur.com
 - D.5 Buckhannon-Upshur Airport Authority Treasurer’s Report May-June 2022
- E. Consent Agenda**
 - E.1 Approval of Minutes –Regular Meeting 06/02/2022
 - 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 Approval Mayor’s Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement 2022
 - F.2 Mills Group, LLC Presentation of the Stockert Youth & Community Multi-Use Facility Project
 - F.3 Police Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & to set Date of Interviews for Position of Probationary Police Officer
 - F.4 B-U Youth Council Request Sponsorship of \$475.00 for a Movie Show at the Youth-led Festival Friday on 07/29/22
 - F.6 Approval Ordinance No. 458 Concerning Membership of Water Board & Waste Collection Boards 2nd/Final
 - F.5 Approval Ordinance No. 459 State Building Code Adoption 1st Reading
- 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 06/13/2022

Next Regular Scheduled City Council Meeting Thursday, July 7, 2022

A. Call to Order - Mayor Robbie Skinner called the regular meeting of the Buckhannon City Council for June 16, 2022 to order and asked all to join him in the Moment of Silence and then led those in attendance in the Pledge.

City Recorder Sanders asked to be recognized with Mayor Skinner doing so. Sanders noted that both Mayor Skinner and Councilman Reger were celebrating birthdays today. He led those in Chambers in a congratulatory round of applause.

Mayor Skinner also recognized that Upshur County's Chief Deputy Mike Coffman had been shot in the line of duty while assisting the Lewis County Sherriff's Department with an active shooter incident on I-79 earlier in the day. The mayor reported that the Chief Deputy was out of surgery and recovering well. He asked that we keep him and his family in our thoughts and prayers.

B. Recognized Guests – Mayor Skinner acknowledged that we had several guests on the agenda to address Council. For those who will be discussing an issue that is already under the Issues for Discussion and/or Vote part of the agenda, he will use the Chairs Prerogative to bring that item to the table while the guest is recognized.

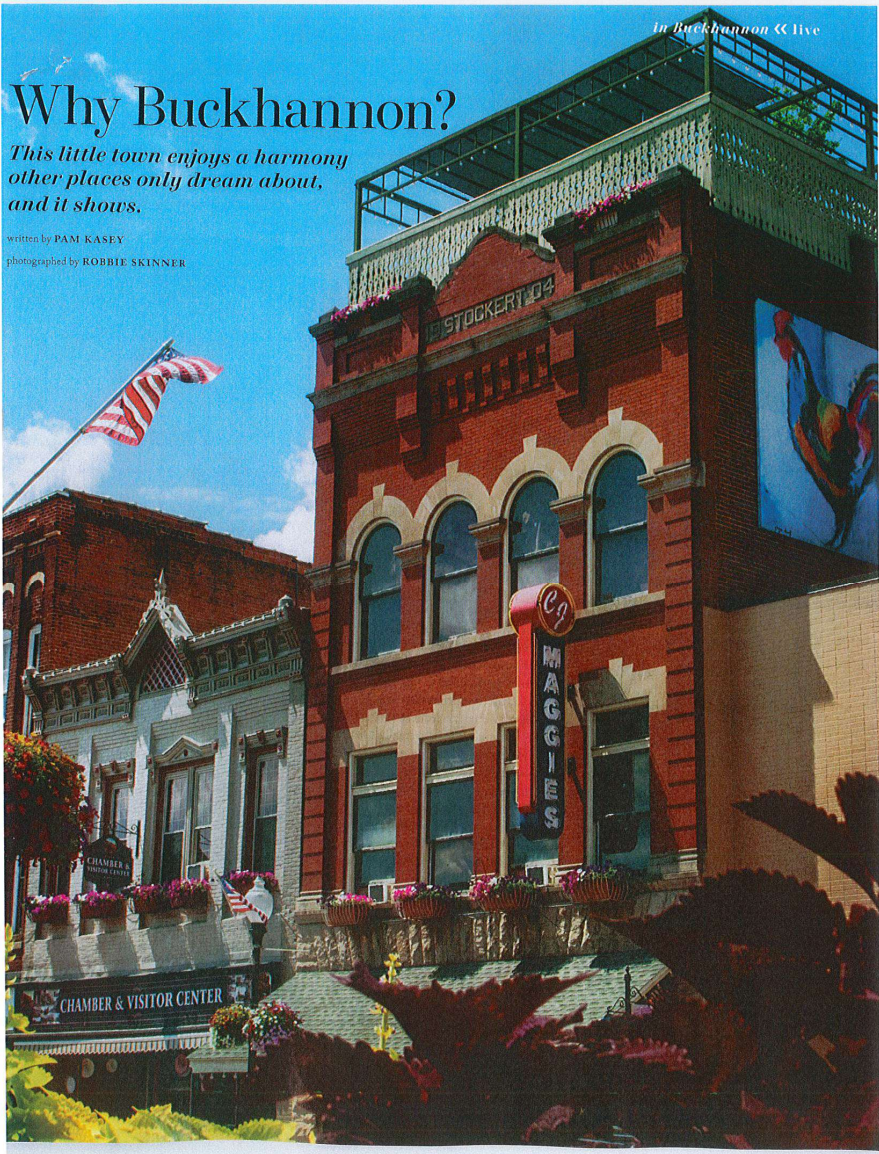
B.1 Pete Thackston, USI Insurance Services – Mayor Skinner introduced Mr. Thackston who joined us though GoToMeeting. The mayor also moved *F.1 Approval Mayor's Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement 2022* to the table for discussion and/or vote.

Mr. Thackston provided an overview of the current state legislative considerations of the increase of claims against the PEIA insurance that will be affecting the future rates of the insurance noting the normal rate increase of 12% will be most likely be adjusted with an additional 2 ¾ % to 3% each year for 3 years beginning with the renewals for July of 2023.

Mayor Skinner explained the agreement that the City has with USI Insurance Services is for \$20,000 per year, which includes Mr. Thackston meeting with the city's employees on a regular basis to handle all insurance concerns. Agreement on file at City Hall, indexed as City A333.

Motion to provide the Mayor the authority to execute the USI WV Public Employees Insurance Agency Consulting Agreement for 2022 was made by Rylands/Thomas. Motion carried.

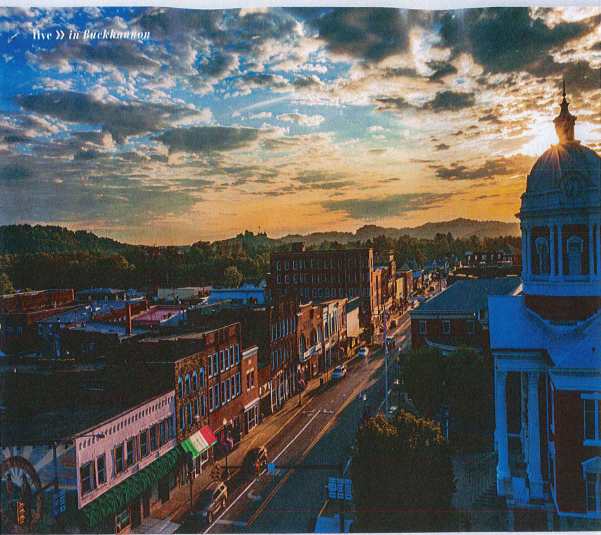
B.2 Michael Mills, AIA, NCARB-Managing Principal, Mills Group, LLC – Prior to recognizing Mr. Mills, Mayor Skinner noted the featured article about Buckhannon in WV Living, whose editor and publisher is Mr. Mills' wife, Nikki Bowman Mills.



Why Buckhannon?

This little town enjoys a harmony other places only dream about, and it shows.

written by PAM KASEY
photographed by ROBBIE SKINNER



If lush floral displays are the downtown equivalent of a genuine smile, then the little West Virginia town of Buckhannon is famously in good health and a welcoming frame of mind.

"We are known around the region as the City of Flowers," says mayor Robbie Skinner. "It's absolutely beautiful. People come from all over to shop, eat, and enjoy our flowers—I get calls from cities around the state asking how we do it."

This community of 5,500 is full of pleasant surprises. "When people come to Buckhannon, they're always taken aback by how beautiful our downtown is, how alive it is, how much it has to offer," says Skinner, a Buckhannon native and graduate of West Virginia Wesleyan College in town. "Small-town America has not weathered the years very well—but Buckhannon has, and we're very proud of that."

What's Here?
A walk down Buckhannon's Main Street shows a community that's loving life—"a modern-day Mayberry," in Skinner's words, that embraces its history and celebrates its small businesses.

The several-block-long downtown displays an outside amount of character. Shopping includes antiques and no fewer than three women's fashion boutiques as well as Artistry on Main, an artists' cooperative gallery. The downtown dining scene is eclectic and satisfying, from the coffee, craft beer, and small plates at Stone Tower Brews to longtime bar and grill C.J. Maggie's and the globe-spanning menu at World's End Restaurant. A particular source of community pride is Fish Hawk Acres, the hybrid "grocerant" of Upshur County native and regionally beloved chef Dale Hawkins, where shoppers can find locally grown produce and meats as well as prepared foods and sandwiches and fresh-cooked meals to go.

Buckhannon wears its love for the arts on its streets. Trader's Alley, between Main Street and Jawbone Park, is painted as a swirling yellow brick road and displays public art, including four murals by renowned graphic artist and native son Charley Harper. Lascaux Mico-Theater shows independent and international cinema in an intimate venue, and the old 1924 Main Street theater is in redevelopment as the Colonial Arts Center for the visual and performing arts.

Follow Main Street a half-mile east of downtown to find the campus of West Virginia Wesleyan College. A United Methodist-affiliated institution of not quite 1,000 students, WVWC works closely with the town to maintain a relationship that benefits both.

"West Virginia Wesleyan College is proud to call Buckhannon home," says WVWC Interim President James Moore. "We've always valued our partnership with the city of Buckhannon, and we consider it a privilege to be a part of this community."

What's Next?
Outdoor enthusiasts love Buckhannon. The Buckhannon River, which forms a long oxbow in town, offers flatwater kayaking as well as rapids upstream that range up to class IV. Scenic Audra State Park, known for its Alur Cave boardwalk, is nearby, as are Stonewall Jackson Lake and Stonewall Resort State Park. "And we're very close to our state's ski resorts and West Virginia's mountain playground," Skinner says, "so we're a great spot for mountain biking, hiking, photography—you name it."

Located just a dozen miles from Interstate 79—near the geographic center of the state—it's at the geographic center of the eastern U.S.—Buckhannon connects easily near and far in all directions.

Why Stay?
Buckhannon and Upshur County have a healthy economy with a diversity that gives it history. In addition to West Virginia Wesleyan, major employers include St. Joseph's Hospital, Corhart Refractories Industrial Ceramics manufacturer, and a Weyerhaeuser engineered wood products facility. And many residents work as part of a vibrant community of small shops and restaurants. The town has a lot to offer families. "We have six parks within our city limits—2.8 square miles, so each neighborhood has a park," Skinner says. "And a plethora of sports opportunities take place throughout the year." The West Virginia State Wildlife Center—a zoological park of live birds, mammals, reptiles, amphibians and home to French Creek Freddie, the state's official Groundhog Day eologist—is nearby, too. It's a town that gathers in for celebration and fun.



BUCKHANNON BY THE NUMBERS

Buckhannon's **2.8** square miles holds **6** parks

Nearly **60,000** flowers are planted throughout downtown every year

8 displays of public art enliven downtown

The Strawberry Festival attracts nearly **100,000** people over **10** days

Wesley Chapel seats **1,800**—it's one of the largest churches in the state

West Virginia Wesleyan College brings **1,000** students to town.

29 native species live in the West Virginia State Wildlife Center

"In the summertime we have Festival Fridays in Jawbone Park downtown," Skinner says. "There's live music, and local vendors sell food and produce, and people bring their lawn chairs down to the park and enjoy the company of their neighbors. It's a really nice community-unity event." And attended by people from many counties around is the annual May Strawberry Festival, when the town themes itself around all things strawberry for a full 10 days that culminates in a carnival, live music nightly, and a grand feature parade.

Why Now?
Buckhannon is reaping the fruits of a decade-long renaissance in which the town has remade itself. Moore, at the college, sees a bright future ahead. "New collaborations, initiatives, and opportunities are absolutely on the horizon for the college and the city, and we know that great things are in store for all of us."

Mayor Skinner attributes Buckhannon's positive outlook to collaboration. "One of the keys to success in a small town is getting everybody in the same boat, rowing it in the same direction," he says. "We have worked hard to have a community collective vision for how we want to see ourselves and where we want to be, and we have a lot of people working toward that central goal."

And the secret to all the flowers? It's as simple as putting the resources behind that community intention. "The city hires a horticulturalist and a summer crew that is dedicated to doing nothing but planting and watering the flowers and keeping the beds weeded," Skinner says. "We're proud of our downtown and that's an important part of our tourism, so we do it."

in Buckhannon << live

FARM DINNER SERIES 2022

JULY 13
All in the Family Farm Dinner

JULY 21
A Low Country Boil Farm Dinner

AUGUST 7
The Sunday Social: Brunch @ The Farm

AUGUST 10
A Taste of Italy Farm Dinner

SEPTEMBER 14
The Hill William Farm Dinner

SEPTEMBER 14
The Hill William Farm Dinner

OCTOBER 12
Octoberfeast Farm Dinner

Advance reservations and payment required, \$45 per person. Tickets are non-refundable, but can be transferred to a friend. Order tickets online or call to reserve your spot.

BUNDLE THE ENTIRE SERIES TO GET 10% OFF!

PHOTOS BY REBECCA NISER PHOTOGRAPHY

Fish Hawk Acres

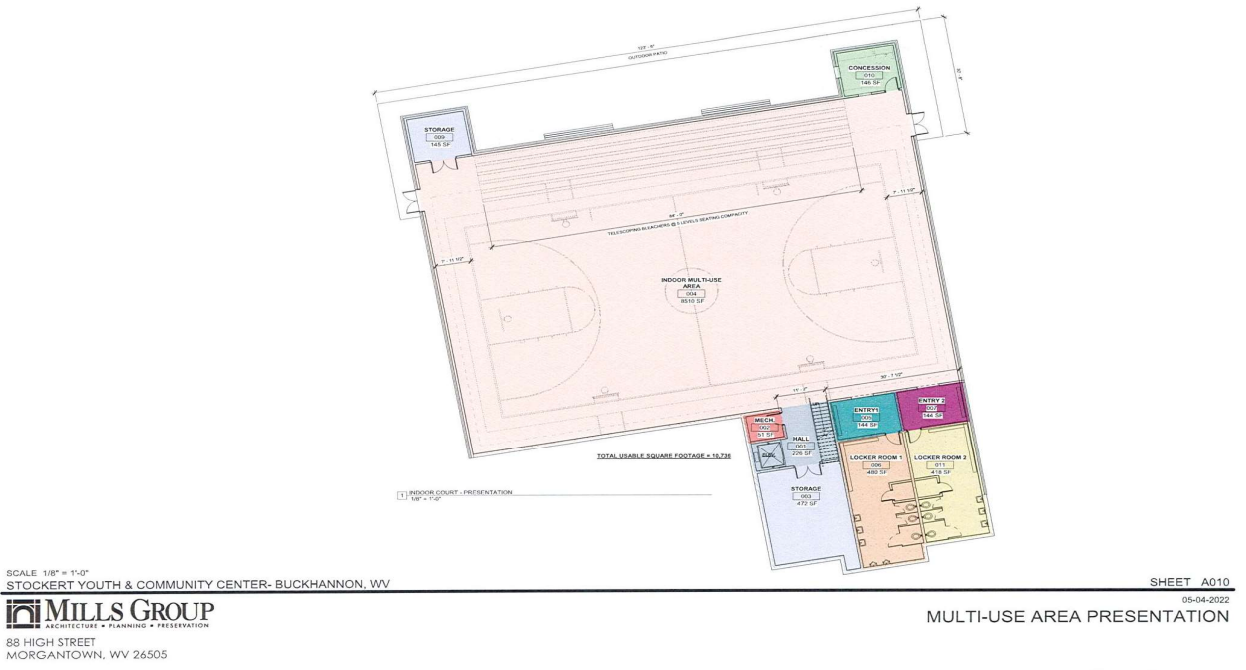
A FAMILY OF FARMS
Farm • Market • Catering

CATERING
304.472.7880
catering@fishhawkacres.com

MARKET
304.472.7740
8 W. Main Street
Buckhannon, West Virginia

fishhawkacres.com

Mr. Mills then presented architectural drawings, photos and a video showcasing the final designs for the proposed Stockert Youth & Community Center’s new building. He then entertained questions from the Board and attendees of the meeting.



Council member Rylands advocated for the council to take the design elements to different organizations in the community for input and discussion before signing off on the final design. He also mentioned upgrading the old building to better match the new facilities. A lengthy discussion took place on how best to obtain options for the public's input. Council also heard from Don Nestor, a member of the SYCC's Board of Directors, who explained the good things going on at SYCC and the input to the design that has been provided by the SYCC Board of Directors and urged the council move sooner than later on the project as a delay would mean more in anticipated building costs. After much discussion, it was determined to check on the stability of the current rates with the USDA and set up meeting with community organizations to present the plans and ask for input.

B.3 Dennis Cortes-Upshur County Parks & Recreation Board—Dennis Cortes was not present but his report for the Upshur County Parks & Recreation Board is part of the meeting packet.

REPORT FROM THE UPSHUR COUNTY PARKS & RECREATION ADVISORY BOARD

FOR 24 MAY 2022

President Hinchman called the meeting to order at 5:35 PM. The minutes were approved and the financial report was made part of the record.

Upshur County Trails Update:

It was reported that the Upshur County Trails Group received the Upshur County Chamber of Commerce "Organization of the Year" award.

The "Ruins" Trail is being completed. There was a trail work day on Saturday 21 May 2022 to build bridges on that section of trail. There are still more bridges to be completed.

Director McCourt reported trail blazes have been ordered for the new trail segments.

On 02 July 2022 the group will host another trail work day for the middle school and high school cross country teams.

Rachel Weber reported that trail signs have gone missing as well as some disc golf signs.

The group is finishing the "Try This West Virginia Grant" projects, which will map the trail for the purpose of getting a map printed.

Fairy Garden:

Saturday 04 June 2022 has been scheduled as a day for decorating the garden.

Director's Report:

On 17 May 2022 there was a Wellness Day for 900 elementary school students. They conducted a short hike, fitness workout, track meet, archery, mental and emotional wellness, farm-to-table, first responders and also met with a representative from the WV State Attorney General's office.

On that same day Stockmeier Urethanes did an inspection of the tennis courts.

The pool is now in use and there have been a few pool parties. Director McCourt reported that he was meeting with the life guards and concession workers.

The cabinet for tool storage is in but needs to be put together. There still needs to be a new deadbolt installed on the door to the pavilion and the gate into the park is wired but needs a new outlet.

The Hodgesville 4H Club is going to do a "cleanup day" and build the "Gaga" pit at the Pringle Tree Park.

The Upshur County Recreational Complex Board approved \$500.00 to resurface the basketball courts. The total cost will be \$1,600.00.

Disc Golf Tournament:

These folks have raised \$500.00 from sponsors and have had a trophy made. The tournament is scheduled for Saturday 28 May 2022, weather permitting. The discs will be purchased to rent out for public use.

Public Comment:

The park entrance sign has been ordered.

Respectfully submitted by Dennis P. Cortes

C. Department & Board Reports


C.1 Public Works Director - Jerry Arnold – Mr. Arnold was recognized by Mayor Skinner and presented the following report:

The generator for the Safety Complex delivery date has been extended to January 20, 2023.

The City has received approval for the \$213,000 Transportation Enhancement Grant to complete the Gateway West project.

There will be approximately 230 address that have to be changed affecting 15 Streets and a total 1,700 addresses. We are obtaining procedural assistance from Upshur County. Mr. Arnold recommends that we follow the County address system to provide continuity for our first responders and the delivery of mail.

Mayor Skinner noted that this address change requirement is required by the national USPS. He strongly recommends that we use the Upshur County 911 address system as we implement.



City A 338
RECEIVED JUN 15 2022

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Highways
1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

D. Alan Reed, P.E.
State Highway Engineer

June 7, 2022

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

Mr. Jay Hollen, P.E.
City Engineer
City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201

Dear Mr. Hollen:

Enclosed, for your records, is a fully executed agreement for the Buckhannon Gateway West Transportation Alternatives project (State Project: U349-BUC/KH-14. 00) in Upshur County. We will keep you updated on the project schedule.

Should you have any questions, please contact Mr. Mark Scoular, Project Manager with our Grant Administration Unit within Planning Division, at (304) 414-6937 or by email at R.Mark.Scoular@wv.gov.

Sincerely,



Jimmy Wriston, P. E.
Secretary of Transportation/
Commissioner of Highways

WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
SUPPLEMENTAL AGREEMENT 1
FOR
CHANGE IN FUNDING
STATE PROJECT: U349-BUC/KH-14. 00
FEDERAL PROJECT: CONSTRUCTION: TAP-2017(189)D
BUCKHANNON GATEWAY WEST
TRANSPORTATION ALTERNATIVES
UPSHUR COUNTY

THIS AGREEMENT, executed in triplicate, made and entered into this 10 day of June, 2022, by and between the WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, hereinafter called "DEPARTMENT," and the CITY OF BUCKHANNON, hereinafter called "SPONSOR", supplementing that certain Original Agreement between the aforementioned parties dated September 10, 2019. This agreement rescinds and replaces the funding of the Original Agreement.

WITNESSETH that,

WHEREAS, the original Agreement provided for the participation of DEPARTMENT and SPONSOR in a project for the construction of an Americans with Disabilities Act (ADA)-compliant sidewalk and lighting along the Old Weston Road (CR 12), from West Main Street to Liggett Addition Road within the City's Corporation Limits; and

WHEREAS, the DEPARTMENT has approved the SPONSOR'S request relating to this project; and

WHEREAS, by Resolution bearing the date of the 18th day of January, 2018, the CITY OF BUCKHANNON directed the proper authorities to execute, acknowledge and deliver this Agreement, a copy of which Resolution is affixed hereto and made a part hereof;

WHEREAS, SPONSOR, has received a Transportation Alternatives Grant Award for Federal Fiscal Year (FFY) 2018, and will continue construction on the Gateway West project, consisting of previously awarded Transportation Alternatives Grants from FFYs 2015 and 2017;

NOW, THEREFORE, for the considerations hereinafter stated, the DEPARTMENT and the SPONSOR agree as follows:

I. CHANGE IN FUNDING

A. The SPONSOR shall submit such designs to DEPARTMENT for review and written approval prior to any construction. The SPONSOR may then use either a "Force Account" for construction of those project elements approved with the design plan, which may include:

- 1. New and replacement ADA compliant curbs and sidewalks;
- 2. Installation of period lighting;
- 3. Landscaping and pedestrian amenities (if funds are available);
- 4. Construction administration/oversight;

The above-described scope of work for design is to hereafter be referred to as "PROJECT".

B. That the funding for the Construction Phase set forth in this supplemental agreement is hereby increased by two hundred thirteen thousand six hundred twenty-three dollars (\$213,623.00). The federal funds at eighty percent (80%), is increased by one hundred seventy thousand eight hundred ninety-eight dollars and forty cents (\$170,898.40) and the SPONSOR'S share using "Force Account" at twenty percent (20%) is increased by forty-two thousand seven hundred twenty-four dollars and sixty cents (\$42,724.60). The total construction phase is now six hundred twenty-five thousand eight hundred forty dollars and thirty cents (\$625,840.30).

TABLE 1.0 BUCKHANNON GATEWAY WEST FUNDING BREAKDOWN FFY 2017 STATE PROJECT: U349-BUC/KH-14. 00 FEDERAL PROJECT: TAP-2017(189)D (CONSTRUCTION)			
FUNDING TYPE	FEDERAL FUNDS	SPONSOR MATCHING FUNDS	TOTAL
CONSTRUCTION PHASE TAP-2017(189)D			
FFY 2015 TA Grant Funds	\$18,337.84	\$4,584.46	\$22,922.30
FFY 2017 TA Grant Funds	\$311,436.00	\$77,859.00	\$389,295.00
FFY 2018 TA Grant Funds	\$170,898.40	\$42,724.60	\$213,623.00
Total Project Construction Funds	\$500,672.24 ✓	\$125,168.06 ✓	\$625,840.30 ✓
NOTES: FFYs 2015 and 2017 TA Grant Funds are already authorized and are being expended. This Supplemental Agreement 1 is adding the FFY 2018 award to the on-going construction project. Sponsor to provide matching funds through Force Account/In-Kind services.			

C. That using funds from Transportation Alternatives or Recreational Trails Program (RTP) for the design of the project, SPONSOR must agree that the design plans will be utilized in the construction of a completed project within ten (10) years of the design funding authorization. The United States Code of Federal Regulations 23 CFR 630.112(c)(2) requires repayment of all federal funds used in the design and development of a project where construction has not been initiated within ten (10) years of authorization of funds used for design.

D. That the following attachment(s) is incorporated herein and made a part hereof as though fully set out herein: Attachment A-1 – "Transportation Alternatives Grant Program General Clauses and Covenants (October 29, 2015)" and FHWA-1273 "Required Contract Provisions Federal-Aid Construction Contracts". DEPARTMENT and FEDERAL HIGHWAY ADMINISTRATION attachment guidelines shall apply if applicable.

II. INCORPORATED BY REFERENCE

It is understood and agreed by the parties hereto that all the terms and provisions contained in the hereto referenced original Agreement between the DEPARTMENT and the SPONSOR, dated September 10, 2019, is to continue in full force and effect except as modified and/or altered by this Supplemental Agreement 1.

IN WITNESS WHEREOF, the parties hereto have caused their respective names to be signed by their duly authorized officers.

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION,
DIVISION OF HIGHWAYS

(signature) *James Whit, P.E.* Secretary of Transportation/
Commissioner of Highways
CITY OF BUCKHANNON
(signature) *Robert Neil Skinner* (title)

(To be executed in triplicate)

Distribution:
City of Buckhannon
Planning Division
Legal Division

APPROVED AS TO FORM ON
4/4/22
ATTORNEY LEGAL DIVISION
WEST VIRGINIA DEPARTMENT
OF TRANSPORTATION,
DIVISION OF HIGHWAYS
NUMBER: 2203863

C.2 Finance Director - Amberle Jenkins – Mayor Skinner recognized Amberle Jenkins, who provided the following report:

Amby report 6-16-22

Balances in the Enterprise Funds May 31, 2022			
Waste Collection Board	mm/cking	\$1,172,517	cd/sav \$58,536.
Plus a letter of credit for \$64,000			
Water Board	mm/cking	\$578,679	work/capital& savings \$871,894
Sanitary Board	mm/cking	\$814,716	work/capital \$457,191
Storm water Fund	mm/cking	\$214,251	

I have attached the 2022 Workers Compensation renewal quote utilizing the same payroll numbers as the expiring policy and I have attached the expiring policy if you want to compare. The renewal premium is \$99,809 VS expiring premium of \$103,709. (Assuming we use the same payroll numbers). 13 out of 15 classes had a rate decrease per 100 in payroll. Only two classes had mild increases: 7711 Volunteer Fire Fighter went from 7.68 per hundred to 7.73 per hundred this year. Payroll estimate for this class of employee is only \$60,000. The change in rate equals a \$20 increase on this class. The second class was 9410 Municipal Employees went from 1.92 per hundred to 2.03 on \$137,000 in payroll. This was a difference of \$151.

The total savings VS last year - \$3,900 based on same payroll.

Thank you,

James Powell
President
Loudin Insurance

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

City Council Report
6/16/22

- 1. Wade Loudin and Jonathan Warner have begun employment with the police department. They are currently undergoing orientation / initial training. Their applications have been submitted to the WV State Police Academy; however, it is our understanding that the next open class isn’t until January 2023.
- 2. Jacob Garrison has submitted his letter of resignation, effective June 18, 2022. We will need to hire to fill his vacancy.
- 3. The police department will be hosting Chase Armstrong as a student intern this summer. Chase is currently a student in the Criminal Justice program at Glenville State University.
- 4. The police department continues to attend a variety of meetings into the summer focusing on several different topics such as, planning for WAMSB as well as planning for our table top exercise in August.
- 5. Work continues on CALEA as we enter into our second proof year and prepare for our Web Based Assessment this August.

TRAFFIC CITATIONS - May 2022

	Gregory	Loudin	Posey	Stewart	Courtney	Hissam	O'Connor	McCauley		Fisher	Garrison		TOTAL
DRIVING REVOK/SUSP										1			1
DRIVING REVOK/SUSP.DUI										1			1
SPEEDING								2		1			3
TOTAL TRAFFIC CITATIONS	0	0	0	0	0	0	0	2		3	0		5

May 2022 Accidents

Report #	Date Of Crash	Time Of Day	Day Of Week	Street	Intersecting Street	Other Location	Manner Of Collision	Officer Name	
1	5/2/2022 0:00	* 0847	Monday	MARION STREET	FAYETTE STREET		Right Angle	SGT. T.M. STEWART	
2	5/8/2022 0:00	* 0325	Sunday	MEAD STREET	N/A		Head-On	JAMES FISHER	
3	5/10/2022 0:00	* 1343	Tuesday	NORTH LOCUST STREET	WEST MAIN STREET	WALGREEN'S	Rear End	SGT.T.M. STEWART	
4	5/9/2022 0:00	* 1436	Monday	Rt. 33	BRUSHY FORK		Rear End	MCCAULEY	
5	5/13/2022 0:00	* 0718	Friday	CAMDEN AVENUE	OHIO STREET	DRIVEWAY OF 115 CAMDEN	Rear-to-Side	LT. DOUGLAS N. LOUDIN	
6	5/15/2022 0:00	1356	Sunday	NORTH LOCUST	NA		Rear End	MCCAULEY	
7	5/18/2022 0:00	1553	Wednesday	S LOCUST	MEADOW ST	SPEEDWAY EXIT	Angle (Front to Side) Same Direction	THOMAS POSEY	
8	5/18/2022 0:00	* 2204	Wednesday	SOUTH KANAWHA STREET	SHAWNEE DRIVE		Right Angle	SGT DK HISSAM	
9	5/20/2022 0:00	620	Friday	EAST LINCOLN ST	N/A		Rear-to-Side	FISHER	
10	5/20/2022 0:00	1549	Friday	Rt. 33			Right Angle	JAMES FISHER	
11	5/22/2022 0:00	1327	Sunday	NORTH LOCUST	N/A		Right Angle	MCCAULEY	
12	5/27/2022 0:00	* 1541	Friday	NORTH LOCUST	N/A		Right Angle	MCCAULEY	
13	5/28/2022 0:00	* 1142	Saturday	Rt. 33	WBUC ROAD	IN FRONT OF HUDDLE HOLLOW	Angle (Front to Side) Opposite Direction	MCCAULEY	
14	5/27/2022 0:00	* 0442	Friday	Rt. 33			Right Angle	JAMES FISHER	
15	5/25/2022 0:00	1605	Wednesday			WALMART PARKING LOT	Sideswipe, Same Direction	THOMAS POSEY	
16	5/30/2022 0:00	1200	Monday			VIDEO MAGIC PARKING LOT	Single Vehicle Crash	THOMAS POSEY	
17	5/31/2022 0:00	1224	Tuesday			BAXA PARKING LOT	Rear-to-Rear	THOMAS POSEY	
		* = Injury							
		# = Alcohol / Drug Related							
		~ = Fatality							

Received 6-16-22

Through this letter, I Jacob Garrison announce my resignation from the position of Patrolman for Buckhannon Police Department, effective June 18,2022.

It has been a pleasure working for the city of Buckhannon as a police officer. I would like to thank all the officers and city council for giving me this opportunity and for providing me with an amazing learning experience. I have thoroughly enjoyed working here and appreciate all the opportunities the has been given to me. However, due to medical problems within my family I have had to relocate.

Thank you,

Jacob Garrison

POLICE ACTIVITIES

MONTH: May

YEAR: 2022

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:

MISDEMEANOR ARRESTS - May 2022

	TOTAL
B&E of AUTO	1
CONTRIBUTING TO MINOR	1
DESTRUCTION OF PROPERTY	2
DISORDERLY CONDUCT	1
DOG/CAT AT LARGE	2
DOMESTIC BATTERY	1
DUI	2
FLEEING	3
JOYRIDING	3
OBSTRUCTING POLICE OFFICER	1
PETIT LARCENY	1
POSSESSION OF CONTROLL, SUB	3
POSSESSION OF MARIJUANA	1
PUBLIC INTOXICATION	1
SHOPLIFTING	6
TOTAL MISDEMEANORS	29

FELONY ARRESTS - May 2022

	TOTAL
DRIVING REV./SUSP. DUI 3RD	1
FLEEING - RECKLESS INDIFFERENCE	1
GRAND LARCENY	1
SOLICITING A MINOR VIA COMPUTER	2
TOTAL FELONIES	5

MONTHLY ACTIVITY REPORT
May 2022

	301	302	303	304	305	306	307	308	309	310	311		TOTAL
Calls Answered	8	28	68	97	45	54		49		14	47		410
Community Policing		13		20	3								36
Road Patrol	6	50	96	100	125	129		44		143	104		797
Traffic Hours	14	15	77		5					5	1		117
Criminal Inv.	6	40	23	40	58	55	168	64			14		468
Court Hours			2								2		4
Report Writing	20	77	8	20	8	2		41		20			196
Other Hours	136	10	8	11	8	6		52					231
Miles													6,792
Accidents - Prop.			4					2		2			8
Injury		1		2		1		3		2			9
Fatality													
Parking Tickets										1			1
Criminal Reports	1	5	4	13	6	1		8		9			47
Reports Cleared	1	2	1	0	3	0		8		7			22
Clearance Rate	100%	40%	25%	0%	50%	0%		100%		78%			47%

C.4 City Attorney- Tom O'Neill – Mr. O'Neill did not have a formal presentation.

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

D.1 Proclamation-Marvin and Sarah Carr Day-Upshur Parish House 30 Year Celebration

PROCLAMATION

WHEREAS Marvin H. Carr, III, and Sarah Lynch Carr have resided in Buckhannon, West Virginia, as active, model citizens since 1974; and

WHEREAS Marvin and Sarah responded to the crises of the Flood of 1985 and the closing of several area coal mines shortly thereafter through the creation of the Upshur Parish House; and

WHEREAS Marvin and Sarah collaborated with other local leaders to establish the Upshur Parish House in 1992 as a place of ministry for the Upshur Cooperative Parish of the West Virginia Conference of The United Methodist Church; and

WHEREAS Sarah has served the community as an advocate for early childhood education, as an educator herself, as a Church and Community Worker, as a Deaconess, and as the first Director of the Upshur Parish House; and

WHEREAS Marvin has served as coordinator of the Upshur Parish of United Methodist Churches for nearly 50 years; and

WHEREAS Marvin and Sarah have maintained a commitment to ecumenical ministry with and for all of our Upshur County neighbors; and

WHEREAS Marvin and Sarah nurtured, mentored, and shepherded hundreds of college and ministerial students in Christian education, outreach ministry, Appalachian studies, and local and state history; and

WHEREAS the Upshur Parish House, located in the town of Buckhannon and county of Upshur, now celebrates 30 years of ministry and mission work, and continues to flourish as an anchor of the

Taylor Street Storm Sewer

City and Potesta have met in the field
Cost to lay a new line down Taylor Street and across the railroad tracks is cost prohibitive
Railroad crossing is extremely difficult in this area
This project has been tabled
If a letter to the file is needed it can be prepared

Jawbone Storm Sewer

City and Potesta have met in the field
Hydraulic Study is underway

Buckhannon River Flood Hydraulic Model

Buckhannon has provided information on the needed model
Potesta is preparing a proposal for City review

Other

Stockert Youth Center

Michael Mills, Architect has been retained
Conceptual Drawings have been developed
Mr. Mills is attending the meetings and updating the board

Gibson Library Improvements

Michael Mills, Architect has been retained
Conceptual Drawings have been developed
Mr. Mills is attending the meetings and updating the board

Potesta appreciates the opportunity to work with Buckhannon on these important projects

D.3 Deed & M.O.U. Roman Catholic Bishop of the Diocese of Wheeling RE: Property Exchange at bottom of Amalia Drive



Diocese of Wheeling-Charleston

Office of Buildings and Properties

RECEIVED JUN 06 2022

June 3, 2022

Mr. James Hollen
City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

Mr. Hollen,

Enclosed is the fully executed Memorandum of Understanding as well as the Deed for the property conveyance in front of Holy Rosary Catholic Church.

Once you have recorded the deed, please send me a copy of the recorded deed.

Should you have any questions or concerns, please do not hesitate to give me a call.

Thank you

Kenneth Staley
Supervisor of Buildings & Properties
Diocese of Wheeling-Charleston

Cc: Holy Rosary Catholic Church

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

February 15, 2022

The Most Reverend Mark E. Brennan
Bishop of the Diocese of Wheeling-Charleston
For the Benefit of the Holy Rosary Catholic Church
34 Franklin Street
Buckhannon, West Virginia 26201

Re: Memorandum of Understanding
Providing of Investigative Services in
Exchange for a 0.0523-acre Tract of Property

Dear Bishop Brennan,

Per the conversations from the October 28, 2021 site visit at the Holy Rosary Catholic Church (Church) with representatives from the Church, this Memorandum of Understanding (MOU) is being presented to you for your review and execution based upon the following:

1. The City of Buckhannon (City), via both the Street and Sanitary Sewer Departments, will both provide City personnel and City equipment necessary to investigate and assist in determining the condition of the existing storm sewer drain and discharge line located at the northeast corner of the Holy Rosary Catholic Church, located in Buckhannon, West Virginia. Based on multiple site visits from both the Sanitary Sewer Department and the City Engineer, it appears that the existing storm drain and/or discharge line in question runs directly under the existing concrete sidewalk and that an investigation of the immediate area did not result in a location where the existing storm sewer is either blocked (plugged) or ties into the City's existing storm sewer collection system. Based upon the site investigations, the City is proposing the construction of a 5'-0" long x 5'-0" wide x 2'-6" deep gravel leach bed at a point approximately 3'-0" on the eastern side of the existing concrete sidewalk. The proposed leach bed will allow for the stormwater that drains off the roof to deposit directly into the leach bed and naturally infiltrate ("perc") through the gravel and filtration fabric into the surrounding in-situ subsoil. The City will provide the necessary equipment and materials for this project and ask that the Church provide reimbursement of the materials required for the construction of the leach bed, which are estimated to cost approximately \$250.00.
2. In exchange for the City providing the investigative and construction services identified in Item No. 1 above, the Roman Catholic Bishop of the Diocese of Wheeling-Charleston shall convey, by the appropriate Special Warranty Deed, the proposed 0.0523-acre tract of property that is currently part of the existing 0.436-acre tract located at the bottom of Amalia Drive to the City that is owned by the Roman Catholic Bishop of the Diocese of Wheeling-Charleston (a copy of the tract of property is attached to this letter and can be found in Deed Book 363 on Page 737). The proposed 0.0523-acre tract of property is required so that the City can subsequently convey the said tract of property to the West Virginia Department of Transportation - Division of Highways (WVDOT) so that it be incorporated into the WVDOT's roadway

system and thus allow for the construction activities associated with the Gateway West Phase III Sidewalk and Lighting Improvement Project to commence.

If you are in agreement with the conditions identified above, please sign and date on the appropriate signature line below. Once the MOU is fully executed, a copy of the MOU will be provided to you for your records.

Mark E. Brennan
The Most Reverend Mark E. Brennan
Bishop of the Diocese of Wheeling-Charleston
For the Benefit of the Holy Rosary Catholic Church

June 2, 2022
Date

Robert N. Skinner, III
Robert N. Skinner, III - Mayor and Chair
City of Buckhannon

2/17/2022
Date

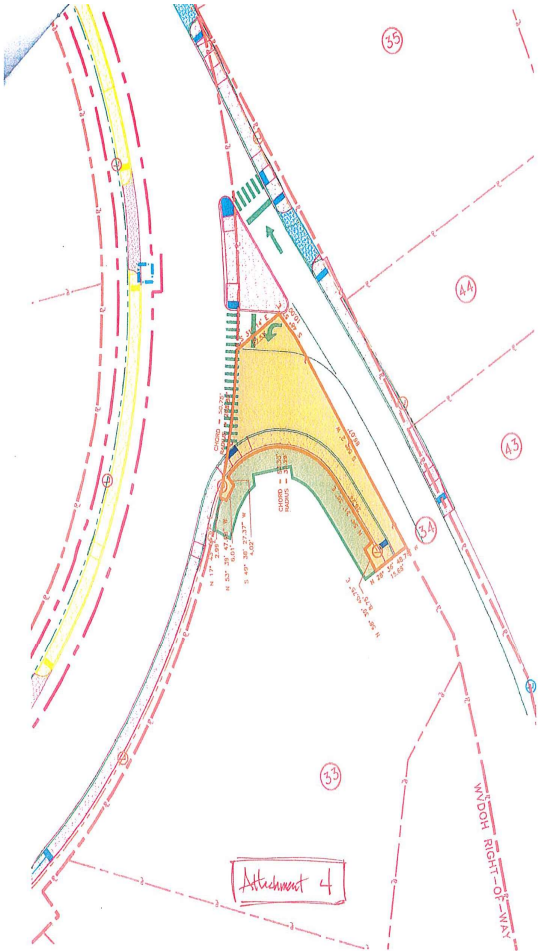
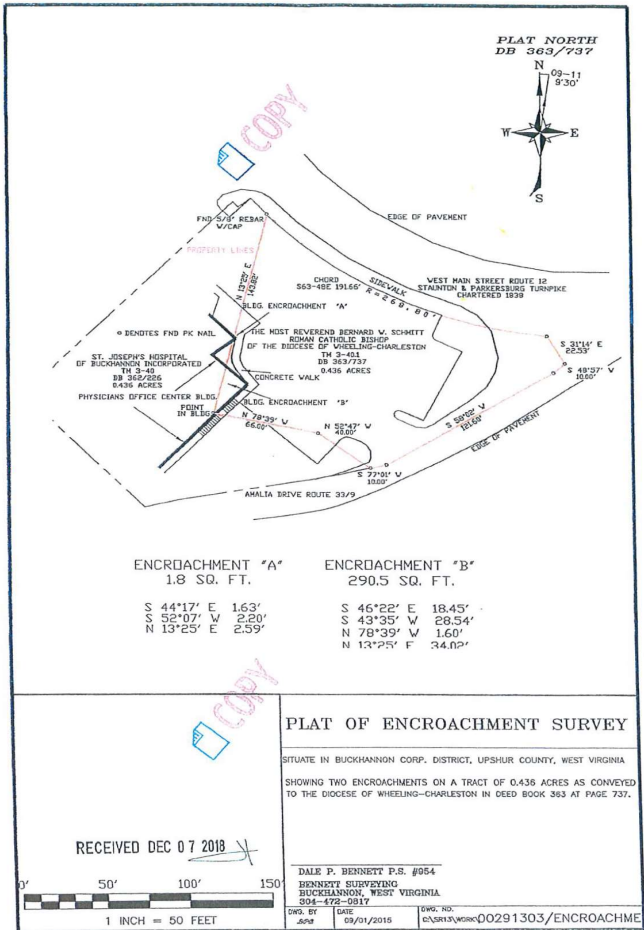
If you have any questions or comments regarding the contents of this letter, please contact me at your convenience at (304) 472-1651, Extension 1006.

Sincerely,

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

- Attachments:
1. Exhibit showing the proposed 0.0523-acre tract of property (in orange) to be removed from the existing 0.436-acre tract of property currently owned by the Roman Catholic Bishop of the Diocese of Wheeling-Charleston
 2. Plat of Encroachment Survey dated 9-1-2015 by Bennett Surveying (for reference use)
 3. Plat of Encroachment Survey dated 9-1-2015 by Bennett Surveying with the 0.0523-acre tract (in orange) to be removed from existing 0.436-acre tract of property (outlined in purple)
 4. Partial Site Plan of the Gateway West Phase III Sidewalk and Lighting Improvements overlaid on the 0.436-acre tract of property in question
 5. Site Plan of the Proposed Stormwater Leach Bed

m:\projects\2017\gateway_west_engineering\word\holy_rosary_mou_final.docx



CITY DATA
RECEIVED JUN 08 2022

DEED

THIS DEED, made this 27th day of May, 2022, by and between the MOST REVEREND MARK E. BRENNAN, Bishop of the Roman Catholic Diocese of Wheeling-Charleston, party of the first part, and the CITY OF BUCKHANNON, a West Virginia municipality, party of the second part.

WITNESSETH: that for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the party of the first part does hereby GRANT AND CONVEY, with covenant of GENERAL WARRANTY, unto the party of the second part, a parcel situate in the City of Buckhannon, Buckhannon Corporation District, Upshur County, West Virginia, which is more particularly described as follows:

Beginning at a set PK Nail on the southwestern Right-of-Way of West Main Street, Route 12 (Staunton & Parkersburg Turnpike, chartered in 1838);

Thence S 31° 14' E 22.53' to a set PK Nail on the northern Right-of-Way of Amalia Drive, Route 33/9;

Thence with three lines of said northern Right-of-Way of Amalia Drive, Route 33/9, S 48° 57' W 10.00' to a set PK Nail;

Thence S 58° 2' W 86.07' to a Point;

Thence N 28° 37' 3.55" W 15.68' to a Point;

Thence N 58° 39' 45.75" E. 8.75' to a Point;

Thence S 34° 55' 55.43" E 4.00' to a Point;

Thence N 54° 31' 35" E 26.24' to a Point;

Thence with a Curve to the left having a chord bearing of N 3° 22' 41.72" E 47.10' and a radius of 31.29' to a Point;

Thence S 49° 38' 27.37" W 4.02' to a Point;

Thence N 53° 39' 47.68" W 6.01' to a Point;

Thence N 17° 43' 55.67" E 2.99' to a Point on the southwestern Right-of-Way of West Main Street, Route 12 (Staunton & Parkersburg Turnpike, chartered in 1838);

Thence with a Curve to the left having a chord bearing of S 78° 50' 3.09" E 50.49' and a radius of 268.80' to the Point of Beginning, containing 0.0523 acres.

Being part of 0.436 acres as conveyed to The Most Reverend Bernard W. Schmitt, Roman Catholic Bishop of the Diocese of Wheeling-Charleston in Deed Book 363 at Page 737.

The Most Reverend Michael J. Bransfield was installed as the Successor in Office to the Most Reverend Bernard W. Schmitt, who retired, consistent with West Virginia Code, 35-1-4 on February 22, 2005.

The Most Reverend Michael J. Bransfield retired on September 13, 2018. His successor in office, The Most Reverend William E. Lori, was appointed Apostolic Administrator of the Roman Catholic Diocese of Wheeling-Charleston until the installation of the Most Reverend Mark E. Brennan.

The Most Reverend Mark E. Brennan was installed as his Successor in Office, consistent with West Virginia Code 35-1-4 on August 22, 2019.

This conveyance is subject to the following restrictions that will run with the land:

1. This lot shall not be used for any brewery, bar, or restaurant, or for the manufacture, sale or use of any malt, spirituous or distilled liquors of any kind or description.
2. No noxious or offensive trade, or activity, shall be carried on, any lot, nor shall anything be done thereupon, which may be or become, an annoyance or nuisance to the neighborhood, including but not limited to, a bar, gambling facility of any kind or nature, or for the use as a facility for exotic entertainment of any nature.

This conveyance is made subject to exceptions, reservations, restrictions, covenants, conditions, easements and rights-of-way referred to or contained in this deed, any aforementioned deeds and all prior conveyances of record.

The Grantor declares that this conveyance is not subject to taxation on the transfer of real estate because it is a conveyance by a charitable religious organization to a West Virginia municipality.

Witness the following signature:

MOST REVEREND MARK E. BRENNAN,
Bishop of the Roman Catholic Diocese of
Wheeling-Charleston

Mark E. Brennan

STATE OF WV,

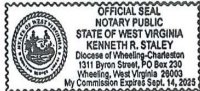
COUNTY OF Ohio, TO-WIT:

The foregoing instrument was acknowledged before me this 1st day of June, 2022, by MOST REVEREND MARK E. BRENNAN, Bishop of the Roman Catholic Diocese of Wheeling-Charleston.

Kenneth R. Staley
Notary Public

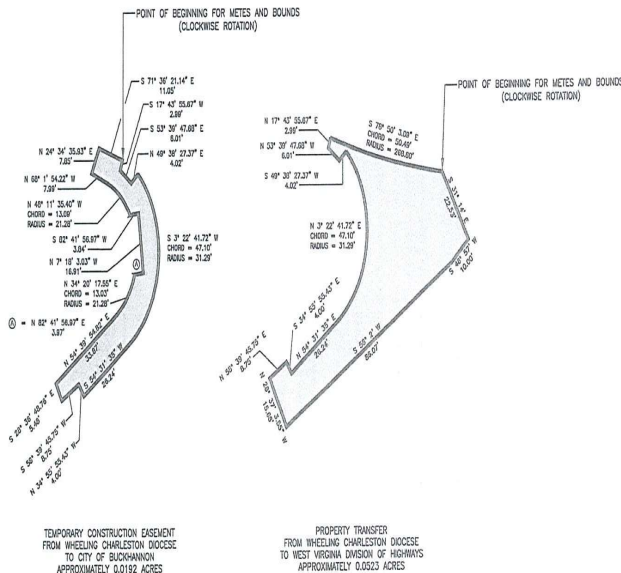
My Commission Expires:

Sept. 14, 2025



This instrument was prepared by Andrew R. Thalman, Esq., PHILLIPS, GARDILL, KAISER & ALTMAYER, PLLC, 61 Fourteenth Street, Wheeling, WV 26003.

This instrument was prepared without the benefit of a title examination, title report, title certificate, or title insurance commitment and neither the preparer nor Phillips, Gardill, Kaiser & Altmeyer, PLLC by the preparation of this instrument make any express or implied warranties, representations, or affirmations of any kind, nature, manner, or character, including, without limitation, warranties, representations, or affirmations relating to the quality of title, the nature of title, possession, quiet enjoyment, merchantability, fitness for a particular use or purpose, the condition of the property, access to the property, or the capacity of Grantor(s) to grant or convey title.



D.4 Leadership Upshur Program-Accepting Applications due August 1, 2022. Apply at LeadershipUpshur.com

D.5 Buckhannon-Upshur Airport Authority Treasurer's Report May-June 2022

BUAA TREASURER'S REPORT
Period of May 9, 2022 to June 12, 2022

1. Actions needed:

- Approval of WVCorp Property Insurance and Worker's Compensation Coverage renewal package (annual contributions of \$7,509.00 and \$2,725.00 respectively)
- Renewal of annual web hosting agreement with Mi-Tec Computer Solutions; Invoice #6211, \$180.00
- Approval of AWOS Maintenance Contract Renewal with Harris Airport Systems; Invoice#521, \$3,000.00
- Approval to pay Best One Tire & Service; Invoice #4000026024, \$1,251.78 (AV truck tires)
- Approval to pay bhm cpa group, inc. for FY 20 & FY 21 audit services; \$9,000.00
- Approval to pay Office of the State Auditor Invoice # 21355, \$360.00 & Invoice #21356, \$360.00

2. Payroll expenses for two May payrolls totaled \$8,385.67. Federal and State tax withholdings for May payrolls are \$1,765.11 and \$ 297.00 respectively and will be paid by the due dates.

3. Non-payroll Cash Disbursements report 05/09/2022-06/12/2022 is attached.

4. Outstanding accounts payables attached. As of 06/12/2022 – \$32,876.99

5. Outstanding accounts receivable report attached. As of 06/12/2022 – \$2,104.14

6. The 06/12/2022 cash account balances (per Sage 50 accounting):

General Operations Account	\$-2,956.07
Holding account	\$41,411.37
WV P-Card balance due in A/P	\$1,898.20

7. Table of Outstanding Debt (details)

Bank	Original Debt	Date of loan	Maturity Date	Interest Rate	Balance	Payment
Freedom Bank	\$220,000	1/10/2005	01/10/2031	3.25	\$103,976.00 (6/13/22)	\$1,170.58 (pd. 6/10/2022)
Freedom Bank	1,200,000	3/22/2005	3/21/2035	4.50	\$726,362.46 (6/13/22)	\$6,241.38 (due 6/21/2022)
Community Bank LOC	300,000	7/14/2013	7/14/2022	3.95	\$35,467.95 (5/31/22)	\$1,506.00 (due 6/14/22)

8. Table of Lessees

Name	Location	Date of Lease	Length of Lease	Renewal Date	Payment
Brannon	T-Hangar	Jan 1, 2021	Annual	Jan 01, 2023	200.00
Butcher	T-Hangar	Mar 31, 2022	Annual	Mar 31, 2023	200.00
HealthNet	B-2 Hangar Partial	Apr 1, 2018	Three Years	Mar 31, 2022	2,148.00
--	Pilots Lounge	Apr 1, 2018	Three Years	Mar 31, 2022	2,166.00
Lofitis	T-Hangar 7	Nov 1, 2014	Annual	Oct 31, 2022	200.00
I'm Out LLC	B-2 Hangar Partial	Apr 1, 2022	Month-to- Month	Sept 30, 2022	2,196.00

8/20/2021		Avgas	3973	\$16,986.48	\$4.28
8/27/2021	Jet-A		4466	\$11,378.83	\$2.55
8/30/2021	Jet-A		7933	\$19,499.32	\$2.46
12/13/2021	Jet-A		4029	\$10,708.69	\$2.66
2/16/2022		Avgas	4101	\$19,240.90	\$4.69
4/25/2022	Jet-A		4008	\$24,253.88	\$6.05

Fuel Inventory on 05/31/2022

Jet-A		100-LL	
BUAA	5207.99g	BUAA	5988.56g
HealthNet	2286.80g	Measured (Tanks + Truck)	4924.27g
Measured (Tanks +Truck)	7222.06g	Difference	- 1064.29g
Difference	-272.73g		

14. Fuel Sales (Gallons) Year over Year Comparison

	Jet-A	100-LL	HN Fuel Svc
March 2021	466.80g	721.29g	636.00g
March 2022	961.67g	202.76g	1063.00g
April 2021	573.30g	627.99g	1070.00g
April 2022	619.80g	385.81g	1320.00g
May 2021	550.60g	966.68g	1277.00g
May 2022	2303.90g	315.90g	1404.00g

15. Airport Operations

	Takeoffs 2019	Takeoffs 2020	Takeoffs 2021	Takeoffs 2022	Landings 2019	Landings 2020	Landings 2021	Landings 2022
January	69	70	52	61	68	70	51	61
February	69	37	32	90	65	36	33	91
March	101	66	105	108	100	67	102	108
April	101	69	93	107	105	68	93	104
May	116	77	98	139	115	77	97	140
June	127	106	145		127	103	146	
July	117	95	123		116	96	123	
August	188	212	192		188	213	198	
September	177	98	151		169	97	145	
October	141	97	96		140	94	93	
November	70	70	126		70	72	128	
December	60	50	98		63	51	97	
Year End Total	1336	1047	1311		1326	1044	1306	

KCI, Inc.	B-4 Hangar	Oct.1, 2021	Annual	Oct 01, 2023	3,917.00
Craig	T-Hangar 6	Feb 1, 2018	Annual	Jan 31, 2023	200.00
Upton	B-1 Hangar	May 1, 2019	Twenty-two Months	Feb 28, 2022	500.00
Moore	T-Hangar 4	Dec 6, 2019	Annual	Dec 06, 2022	200.00
Miller	T-Hangar 3	Aug 4, 2020	Annual	Aug 04, 2022	200.00
Totals					\$12,127.00

9. The following individuals have submitted a hangar application and paid waiting list fee.

Name	Description
1. Luke Moore	Requests additional T-Hangar – deposit received

10. Table of Closed Grants

Grant #	Description	Original Amount/ Closed Date	
3-54-0039-035-2020	CARES Grant	\$20,000.00	\$0.00 / 01/06/2021
3-54-0039-034-2020	Rehab Runway	\$188,733.00	\$11,081.00 – 11/9/2020 (per Req. #3 final) – Closeout received
UPCO0212021	FY 2021 Gen Rev.	\$12,500.00	\$0.00 (per Req. #1 final)
3-54-0039-036-2021	2021 Coronavirus Response Grant “AEA210103 NEW”	\$9,000.00	\$0.00 / 6/10/2021
3-54-0039-038-2021	Airport Rescue Grant	\$22,000.00	\$0.00-12/23/2021
3-54-0036-037-2021	Construct Building Reimb.	\$61,394.00	\$0.00-12/14/2021

11. Current Open Grants

Grant #	Description	Original amount	Balance/ As of
UPCO0212022	FY 2022 General Revenue	\$12,500.00	\$12,500.00

12. Fuel Purchases Log – 1/1/2020 to present

Purchase Date	Jet-A	Avgas	Fuel Quantity (Gal)	Total Cost	Cost/Gal
1/6/2020	Jet-A		3835	\$10,249.01	\$2.67
03/23/2020	Jet-A		3975	\$6,743.76	\$1.70
04/20/2020		Avgas	4293	\$12,026.72	\$2.80
08/13/2020	Jet-A		7939	\$14,388.49	\$1.81
08/24/2020	Jet-A		5659	\$10,286.39	\$1.82
08/28/2020	Jet-A		6941	\$12,432.26	\$1.79
10/26/2020		Avgas	1006	\$3,459.47	\$3.44
4/7/2021		Avgas	4276	\$16,856.00	\$3.94
5/24/2021	Jet-A		3978	\$9,968.15	\$2.51
8/10/2021	Jet-A		7970	\$20,963.61	\$2.63

16. Insurance Coverage Summary

	Type of Coverage	Effective Dates	Premium	Policy #
WVCorp	Property Ins. / Worker's Comp Coverage	07/01/2020-07/01/2022	\$7,499.00 /\$2,726.00	WV-BU-049A-21
Indian Harbor (Blue Ridge Risk Partners)	Public Officials & Employment Practices Liability	4/30/2022-4/30/2023	\$2754.90	POL0955918
Ace Property & Casualty Insurance Co (Mountain Lakes Insurance Agency)	Airport Liability Policy	8/10/2021-8/10/2024	\$5,379.43 annually	AAPN02202463009

Submitted by: Phil Lofitis, Treasurer, BUAA –06/13/2022

1. Cash Disbursements Journal
2. Aged Payables
3. Aged Receivables
4. Fuel Prices Report
5. Based Aircraft Report
6. Best One Tire & service Inv #4000026024
7. BHM CPA Group, inc. Invoice
8. Harris Airport Systems Inv #521
9. MiTec Computer Solutions Inv. #6211
10. Office of the State Auditor Inv #21355 & 21356
11. Citizen's Bank Statement
12. Elkins Motorsport Invoice
13. WV Corp Summary Coverage
14. WV Corp Inv #102472
15. WV Corp Inv # 102474

E. Consent Agenda –Mayor Skinner asked for approval of the following items:

E.1 Approval of Minutes –Regular Meeting 06/02/2022

E.2 Approval of Building and Wiring Permits



#75536-#75555 Permit Fee Report

06/02/2022 - 06/15/2022

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
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Group: Commercial-Industrial (nonresidential)

75554	PATRICK MARTIN RENTALS	166 POCAHONTAS ST		REROOF (SHINGLE OVER SHINGLE) & BATHROOM REMODEL	6,500.00	61.75		No		No		No	No
75549	Dave Long	25 W Main St	SITE WORKS LLC	Remove Concrete and Replace with Gravel in rear parking area	2,000.00	19.00				Yes		No	
					8,500.00	80.75							

Group Total: 2

Group: Demolition

75552	Tom Gillespie	112 Pocahontas St		Razing Shed	0.00	20.00		Yes -If yes attach report		No		No	
					0.00	20.00							

Group Total: 1

Group: Residential (non-commercial)

75555	Bonnie Rogers	63 Smithfield St	BURKHOLDER ENTERPRISE	Re-Roof Metal over Shingle	10,000.00	110.00				Yes		No	
75553	Chelsea Lambert	13 Kepner	PATACHES REPAIRS & INSTALL LLOC	Deck 24'x12'	13,000.00	143.00			6/13/2022	No		No	
75551	BETTY ROLLINS	130 FAYETTE ST	WARE'S BUILDING CONSTRUCTION, LLC	RE-ROOF SHINGLES	9,162.36	100.79		Yes -If yes attach report		No		No	No
75550	Cristobal Cruz	123 Railraod Ave		Replace leaking ceiling in bedroom	2,450.00	26.95				No	Zone AE	Yes-Elevation Cert. Not Required	
75548	Megan Talbott	9 1/2 Park St	Terranos Concrete Finishing Co	Repair section of Roof replace w/ Metal-Not removing materials; Remodel Kitchen, Bathroom, Flooring & Replace Inside Repair	30,000.00	270.00		No		No		No	
75546	Hannah Thome	84 W Lincoln St	WINDOW WORLD OF FAIRMONT	Replacement 12 Windows	6,275.00	69.03				No		No	
75547	Sarah Critchfield	10 Cooper St	DOUBLE A CONSTRUCTION	Metal Roofing over Shingle-Not removing materials	4,000.00	44.00				No	Zone AE	Yes-Elevation Cert. Not Required	
75545	EDITH BENDER	215 CAMDEN AVE	PANHANDLE CLEANING	REMOVE AND REPLACE KITCHEN CABINETS , SUB	11,953.73	131.50							

				FLOOR, AND HARDWOOD FLOORING									
75540	Ella Mackey	48 Thurman Ave		vinyl siding on garage uses as a storage building	1,500.00	16.50				No	Zone AE	Yes-Elevation Cert. Not Required	
75541	Mike Knabenshue	150 Pocahontas St		replace deck boards flooring	4,500.00	49.50				No		No	
75542	JULIA KASTNER	144 S FLORIDA ST	BROKEN RIDGE SERVICES, LLC	6' VINYL FENCE	2,499.00	27.50			6/3/2022	No		No	
75543	NATE KENNEDY	36 CENTRAL AVE		NEW WOOD SIDING AND INSECT REPAIR	999.00	10.00				Yes			
75544	CRISTOBAL EVARISTO & ARELY CRUZ	123 RAILROAD AVE		REPLACING PORCH 22' X 8'	2,200.00	24.20			6/3/2022	No	Zone AE	Yes-Elevation Cert. Not Required	
75536	Rodney Kennedy	39 N Florida St		Replacement Vinyl Siding	4,000.00	44.00				No	Zone AE	Yes -If yes attach report	
75537	Tyler Waldo	175 Pocahontas St	RELIABLE ROOFING & SHEET METAL	Re-Roof Shingles	10,000.00	110.00		Yes -If yes attach report		No		No	
75538	Dominick Debais	43 Sedgwick St	RELIABLE ROOFING & SHEET METAL	Re-Roof Shingles	10,142.44	111.57		Yes -If yes attach report		Yes		No	
					122,681.53	1,288.54							

Group Total: 16

Group: Zoning Application Fee

75553	Chelsea Lambert	13 Kepner	PATACHES REPAIRS & INSTALL LLOC	Deck 24'x12'	13,000.00	20.00			6/13/2022	No		No	
75544	CRISTOBAL EVARISTO & ARELY CRUZ	123 RAILROAD AVE		REPLACING PORCH 22' X 8'	2,200.00	20.00			6/3/2022	No	Zone AE	Yes-Elevation Cert. Not Required	
75542	JULIA KASTNER	144 S FLORIDA ST	BROKEN RIDGE SERVICES, LLC	6' VINYL FENCE	2,499.00	20.00			6/3/2022	No		No	
					17,699.00	60.00							

Group Total: 3

					148,880.53	1,449.29							
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Total Records: 22

6/16/2022

E.3 Approval of Payment of the Bills

Vendor	Amount	Account #	Description
COMMUNITY CARE OF WV	\$ 126.00	001-700-341-00	PRE EMPLOYMENT PHYSICAL - WADE LOUDIN
COMMUNITY CARE OF WV	\$ 100.00	001-700-341-00	PRE EMPLOYMENT PHYSICAL - JONATHAN WARNER
COMMUNITY CARE OF WV	\$ 75.00	001-750-341-00	PRE EMPLOYMENT PHYSICAL - CALEB LIGGETT
ON POINT ATHLETICS	\$ 75.00	001-706-345-00	POLO WITH EMBROIDERY - KIMBLE

General Fund Payment of Bills June 1-15 2022 CITY COUNCIL MEETING 6-16-2022

\$5,000.00 – LARRY T GREGORY – DOWN PAYMENT FOURTH OF JULY FIREWORKS

\$8,956.44- UPSHUR COUNTY CLERK- MUNICIPAL ELECTION FEES

\$1,700.00 – RAVEN ROCK NETWORKS- INVENTORY & ASSESSMENT IT EQUIPMENT

\$8,532.00 – TRI-STATE ROOFING – RETAINAGE ROOF REPLACEMENT CITY HALL

\$2,121.36 – AXON ENTERPRISE INC – TASER, POWER MAGAZINE

\$3,163.06 – 4IMPRINT – ARMBAND, WALLET, KOOZIE FOR VIPS

\$4,000.00 – COMMISSION ON ACCREDITATION – CALEA ANNUAL FEE

\$13,280.00 – DOUGLAS E CUTLIP – MULTI BAND PORTABLE RADIO

\$13,177.44 – FERGUSON WATERWORKS – FIRE HYDRANT FOR TRAINING FACILITY

\$133,125.14 – J F ALLEN CO – PAVED 2ND STREET, LATHAM STREET & SPRING ST

\$11,064.04 – WATER BD CITY OF BUCKHANNON – REIMB LINE RELOCATE BATTLE GREEN

\$3,003.88 – BRUFFEY TRUCKING – SAND & STONE FOR CONCRETE MIX

\$3,641.90 – SEALCOAT CONCEPTS – CURB PAINT RAILROAD TRACKS TO COURTHOUSE. CRACK FILLING GATEWAY WEST PROJECT

\$6,540.57 – A&A SAFETY – PAINT CURBS YELLOW & BLUE

\$2,400.00 – BENJAMIN LEE ARISMAN – MOWING OF CITY LOTS

\$4,500.00 – FOX BLOCKS/TRUEGRID – PRO LITE GRID FOR JAWBONE PARK

\$9,999.37 – HARPER LUMBER – SUPPLIES FOR THEATRE

\$10,920.00 – DAVID DAVIS HEATING – ELECTRICIAN LABOR AT THEATRE

\$73,889.71 – COMMERCIAL BUILDERS – APRIL & MAY LABOR AT THEATRE

\$81,260.04 – MOUNTAIN STATE ELECTRICAL – ELECTRICAL WORK FOR FEMA GENERATORS

06-16-2022 03:17 PM		DISBURSEMENTS 6-01-22 TO 6-15-22		PAGE: 1	
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	RALSTON PRESS INC	409-341-00	MAYOR'S SUPPLIES & M	ZONING & BUILDING PERMITS	113.79
	REGION VII PLANNING PDC	409-341-00	MAYOR'S SUPPLIES & M	GIS SERVICES MAR & APR 22	201.30
		409-341-00	MAYOR'S SUPPLIES & M	GIS SERVICES MAR & APR 22	96.25
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF JUNE HEALTH INS	1,194.00
		409-105-00	MAYOR'S INSURANCE	GF JUNE 2022 RETIREE'S INS	96.00
	MICROSOFT STORE	409-341-00	MAYOR'S SUPPLIES & M	PCRD-COMPUTER COMPUTER PER	15.31
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	MAY 2022 AA FEES	208.49
	LARRY T GREGORY	409-341-05	EVENT/FIREWORK EXPEN	DOWN PYMT 4TH OF JULY FIRE	5,000.00
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	MAY 2022 CREDIT CARD FEES	1,209.52
	TOSHIBA FINANCIAL SERVICES	409-341-00	MAYOR'S SUPPLIES & M	CITY HALL COPIER LEASE JUN	37.49
	INDEED.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-CLERICAL POSITION AD	126.85
	WV MUNICIPAL LEAGUE CONFEREN	409-341-00	MAYOR'S SUPPLIES & M	PCRD-SKINNER REG FOR WVML	300.00
	WVNET	409-341-00	MAYOR'S SUPPLIES & M	WEB HOSTING 4TH QTR FY 22	18.75
	DELUX BUSINESS FORMS	409-341-00	MAYOR'S SUPPLIES & M	PCRD- COLLECTION ACCT DEP	107.34
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	37.74
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	8.83
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-AWARD FOLDERS RUBBER	15.99
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-TAPE LABELS MIC STAND	6.74
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-TAPE FOLDERS LABELS	23.28
	DATAMAX CORPORATION	409-341-00	MAYOR'S SUPPLIES & M	CITY LICENSE COLLECTNS APR	67.50
		409-341-00	MAYOR'S SUPPLIES & M	CITY LICENSE COLLECTNS MAY	93.75
	INFOUSA MARKETING, INC.	409-341-00	MAYOR'S SUPPLIES & M	POLK CITY DIRECTORY	112.50
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	620.41
				TOTAL:	9,711.83
COUNCIL	TRAVELERS INSURANCE	410-226-00	COUNCIL INSURANCE (P	INS PREM AUTO LIAB MAY 202	2,072.66
				TOTAL:	2,072.66
TREASURER	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF JUNE HEALTH INS	2.00
		413-105-00	TREASURER'S GROUP IN	GF JUNE 2022 RETIREE'S INS	48.00
	DAVID L HOWELL CPA	413-224-00	AUDIT	3RD BILLING 2020-21 AUDIT	625.00
	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
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	313.18
			TOTAL:	1,012.14	
CITY ATTORNEY	WV PUBLIC EMPLOYEES INSURANC	417-105-00	CITY ATTORNEY INSURA	GF JUNE HEALTH INS	148.75
	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
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	523.73
			TOTAL:	712.54	
CITY ENGINEER	SLEEP INN	420-221-00	ENGINEER TRAINING	PCRD-LODGING FLOOD SYMPOSI	135.20
	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

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	775.24
				TOTAL:	970.32
ZONING	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF JUNE HEALTH INS	271.00
		437-105-00	ZONING HEALTH INS	GF JUNE 2022 RETIREE'S INS	48.00
	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			6/01/2022 - 6/15/2022	1,430.15
				TOTAL:	1,858.56
ELECTION	UPSHUR COUNTY CLERK	438-230-00	ELECTION	MAY 10, 2022 MUNICIPAL ELE	8,956.44
				TOTAL:	8,956.44
DATA PROCESSING	GOOGLE DRIVE	439-230-00	DATA PROCESSING	PCRD-2022 ANNUAL FEE	19.99
	RAVEN ROCK NETWORKS INC	439-459-00	DATA PROCESSING CAPI	INVTRY & ASSESSMNT IT EQU	1,700.00
		439-230-00	DATA PROCESSING	IT SERVICE CONTRACT JUN 20	266.25
	SUDDENLINK	439-230-00	DATA PROCESSING	CITY HALL INTERNET JUNE 20	58.85
				TOTAL:	2,045.09
CITY HALL	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANC	MAY 2022 ALL DEPT UNIFORMS	203.49
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF JUNE HEALTH INS	1.30
		440-105-00	CITY HALL JANITOR IN	GF JUNE 2022 RETIREE'S INS	48.00
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	42.97
	TRI-STATE ROOFING & SHEET ME	440-459-00	CITY HALL CAPITAL	RETAINAGE - ROOF RPLCMT 2	8,532.00
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	CLEANING SUPP. CITY HALL	33.98
	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
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	1,256.78
				TOTAL:	10,213.54
POLICE	AXON ENTERPRISE, INC.	700-459-00	POLICE DEPT. NEW EQU	TASER, POWER MAGAZINE	2,121.36
	4IMPRINT, INC	700-341-05	POLICE VIPS EXPENSES	ARBAND; WALLET; KOOZIE;	3,163.06
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF JUNE HEALTH INS	5,155.00
		700-105-00	POLICE DEPT. GROUP I	GF JUNE 2022 RETIREE'S INS	432.00
	MARSHALL O'CONNOR	700-221-00	POLICE DEPT. TRAININ	REIMB TRVL LESS LETHAL TRN	282.18
	DEBORAH ORSBURN	700-341-00	POLICE DEPT. MAT & S	PCRD-WEBSITE RENEWAL	287.76
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	MAY 2022 CAR WASHES	86.00
	JENKINS FORD INC	700-343-00	POLICE DEPT. AUTO SU	VEHICLE INSPECTION	31.13
	BUCKHANNON POSTMASTER	700-341-00	POLICE DEPT. MAT & S	PCRD-POSTAGE TO SHIP EVIDE	11.90
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	MAY 2022 COURT FEES	485.00
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	22H2S3 2017 INTERCEPTOR PY	591.08
		700-459-00	POLICE DEPT. NEW EQU	22H2SX 2017 INTERCEPTOR PY	616.19
		700-459-00	POLICE DEPT. NEW EQU	22SF24 2018 INTERCEPTOR PY	693.66
		700-459-00	POLICE DEPT. NEW EQU	22SF27 2018 INTERCEPTOR PY	693.66
		700-459-00	POLICE DEPT. NEW EQU	22SC22 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	467.49
		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	803.87
	RAVEN ROCK NETWORKS INC	700-341-00	POLICE DEPT. MAT & S	POE INJECTORS	50.00
	COMMISSION ON ACCREDITATION	700-459-00	POLICE DEPT. NEW EQU	CALEA ANNUAL FEE	4,000.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	SPRINT	700-211-00	POLICE DEPT. TELEPHO	ALL DEPT MAY 2022 GEOTABS	0.00
	WALMART STORES INC -BUCKHANN	700-341-00	POLICE DEPT. MAT & S	PCRD-EAR PLUGS STAPLES	12.14
		700-341-00	POLICE DEPT. MAT & S	PCRD-BOTTLED WATER	34.30
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,544.91
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	361.31
	DOUGLAS E CUTLIP	700-459-00	POLICE DEPT. NEW EQU	MULTI BAND PORTABLE RADIO	13,280.00
	AMAZON.COM	700-345-00	POLICE DEPT. UNIFORM	PCRD-BIKE PATROL SHIRTS	99.95
		700-341-00	POLICE DEPT. MAT & S	PCRD-CORK BULLETIN BOARD	322.75
		700-233-00	POLICE DEPT. CRIMINA	PCRD-USB FLASH DRIVES	1,483.25
	STREET COP TRAINING.COM	700-221-00	POLICE DEPT. TRAININ	PCRD-SOCIAL MEDIA & OPEN S	225.00
	CORRIDOR H TIRE INC	700-343-00	POLICE DEPT. AUTO SU	PCRD-REPLACE TIRES ON CAR	161.89
	CHEWY.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-DOG FOOD	235.96
	SYMBOL ARTS	700-341-00	POLICE DEPT. MAT & S	PCRD-CHALLENGE COINS	606.75
	SIRCHIE FINGER PRINT LAB INC	700-341-00	POLICE DEPT. MAT & S	PCRD-FINGERPRINT INK PAD	82.65
	WORLD FUEL SERVICES, INC.	700-343-00	POLICE DEPT. AUTO SU	POLICE FUEL BILL MAY 2022	2,499.27
	JOEY'S BIKE SHOP, LLC	700-341-00	POLICE DEPT. MAT & S	TUNE UP & PARTS ON 2 BIKE	263.96
		700-341-00	POLICE DEPT. MAT & S	GENERAL TUNE UP	528.92
	PRIMARY ARMS	700-341-00	POLICE DEPT. MAT & S	PCRD-AR-15 ARMORERS MASTER	193.81
		700-341-00	POLICE DEPT. MAT & S	PCRD-MAGPUL REAR FLIP UP S	67.12
	COMBINED SYSTEMS INC	700-221-00	POLICE DEPT. TRAININ	PCRD-LEATHAL INSTRCTR CLAS	895.00
	GDP AMERICAN TACTICAL	700-221-00	POLICE DEPT. TRAININ	PCRD-K9 CONFERENCE COURTNE	625.00
	THIN BLUE LINE USA	700-341-05	POLICE VIPS EXPENSES	PCRD-THIN BLUE LINE WRISTB	749.99
	WYNDHAM GRAND DOWNTOWN PITTS	700-214-00	POLICE DEPT. TRAVEL	PCRD-LODGING COURTNEY DURI	282.72
	CLAYMAN & ASSOCIATES, PLLC	700-341-00	POLICE DEPT. MAT & S	PSYCH EVAL LOUDIN, PARKS	550.00
		700-341-00	POLICE DEPT. MAT & S	PSYCH EVAL LOUDIN, WARNER	550.00
		700-341-00	POLICE DEPT. MAT & S	PSYCH EVAL LOUDIN, WARNER	550.00
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	FILE FOLDERS	44.86
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	75.15
	TRAVELERS INSURANCE	700-226-00	POLICE DEPT. INSURAN	INS PREM AUTO LIAB MAY 202	11,183.09
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	25,335.77
				TOTAL:	84,930.49
FIRE	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF JUNE HEALTH INS	3,740.00
		706-105-00	FIRE DEPT. GROUP INS	GF JUNE 2022 RETIREE'S INS	432.00
	MATHENY MOTOR TRUCK CO	706-343-00	FIRE DEPT. AUTO SUPP	LOW C SENSOR ENG 1	89.11
	GALLS LLC	706-345-00	FIRE DEPT. UNIFORMS	PCRD-TACTICAL MENS LONG SL	72.55
	AUTO ZONE	706-343-00	FIRE DEPT. AUTO SUPP	LOW AMP FUSE T-11	4.59
	FERGUSON WATERWORKS	706-461-00	NEW FIRE FACILITY	FIRE HYD FOR TRAINING FAC	13,177.44
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK JUN 2022 P	4,790.11
	HERITAGE FIRE EQUIPMENT LLC	706-343-00	FIRE DEPT. AUTO SUPP	SAFETY STEP E11	560.03
	CASEYEARL'S	706-341-00	FIRE DEPT. MATERIAL	PCRD-RECRUTMENT BULLETIN B	600.00
	ST JOSEPH HOSPITAL OF BUCKHA	706-341-00	FIRE DEPT. MATERIAL	LAB RESULTS JUSTIN BOGGS	50.00
		706-341-00	FIRE DEPT. MATERIAL	LAB RESULTS BRIAN POTTER	50.00
	INTERNATIONAL FIRE CHIEFS AS	706-341-00	FIRE DEPT. MATERIAL	PCRD-MEMBERSHIP DIVISION D	275.00
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,184.22
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	276.95
	AMAZON.COM	706-345-00	FIRE DEPT. UNIFORMS	PCRD-MEN'S LONG SLEEVE UTL	40.00
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-MEN'S TACTICAL CARGO	104.40
		706-341-00	FIRE DEPT. MATERIAL	PCRD-DRONE BATTERY	194.99
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-SAFETY HELMET	98.99
		706-341-00	FIRE DEPT. MATERIAL	PCRD-MESH TASK CHAIR	219.89
		706-341-00	FIRE DEPT. MATERIAL	PCRD-FIREFIGHTER STORK LAP	77.65
	OZARK MOUNTAIN LEATHER WORKS	706-345-00	FIRE DEPT. UNIFORMS	PCRD-BUNKER GEAR SUSPENDER	138.00
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	PCRD-FIRE DEPT IPAD MNTHLY	38.24

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WORLD FUEL SERVICES, INC.	706-343-00	FIRE DEPT. AUTO SUPP	FIRE FUEL BILL TRK 1002 MA	170.54
		706-343-00	FIRE DEPT. AUTO SUPP	FIRE DEPT FUEL BILL MAY 20	1,350.57
	ELKINS TRUCK SERVICE	706-343-00	FIRE DEPT. AUTO SUPP	ALIGNMENT TRK 11	358.20
	HAIX	706-345-00	FIRE DEPT. UNIFORMS	PCRD-TACTICAL SHOE	114.95
	COUNTY FIRE TACTICS	706-221-00	FIRE DEPT. TRAINING	PCRD-REGISTRATION WOFC 202	499.00
	TRAVELERS INSURANCE	706-226-00	FIRE DEPT. INSURANCE	INS PREM AUTO LIAB MAY 202	3,356.26
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	19,159.93
				TOTAL:	51,223.61
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110123905108 25 N LOCUST S	9.42
		750-213-00	STREET DEPT. UTILITI	110148156588 RT 6 395 MUDL	575.33
		750-213-00	STREET DEPT. UTILITI	110148255778 395 MUDLICK R	645.51
		750-213-00	STREET DEPT. UTILITI	110088783078 22 S FLORIDA	0.00
		750-213-00	STREET DEPT. UTILITI	110148096107 15 MADISON ST	0.00
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	MAY 2022 ALL DEPT UNIFORMS	746.71
	REGION VII PLANNING PDC	750-341-00	STREET DEPT. MAT & S	GIS SERVICES MAR & APR 22	36.85
		750-341-00	STREET DEPT. MAT & S	GIS SERVICES MAR & APR 22	13.75
	COLE TRUCK PARTS INC	750-343-00	STREET DEPT. AUTO SU	RING & BRACKET FOR S-10	50.54
	WV PAGING	750-213-00	STREET DEPT. UTILITI	STREET DEPT PAGERS JUNE 20	23.00
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF JUNE HEALTH INS	3,474.00
		750-105-00	STREET DEPT. GROUP I	GF JUNE 2022 RETREE'S INS	384.00
	J F ALLEN CO	750-461-00	STREET PAVING	PAVED 2ND ST, LATHAM, SPR	133,125.14
	WATER BD-CITY OF BUCKHANNON	750-458-05	STREET DEPT PROJECTS	REIMB LINE RELOC BATTLE GR	11,064.04
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	FILTERS & OIL FOR S-11	91.90
		750-343-00	STREET DEPT. AUTO SU	FILTERS & OIL FOR S-11	161.62
		750-343-00	STREET DEPT. AUTO SU	FILTERS & OIL FOR S-11	67.96
		750-343-00	STREET DEPT. AUTO SU	FILTERS & OIL FOR S-11	96.22
	HARBOR FREIGHT TOOLS	750-458-05	STREET DEPT PROJECTS	PCRD- TIE DOWNS	61.45
		750-341-00	STREET DEPT. MAT & S	PCRD-WOOD DOLLY	77.94
	LOWES BUSINESS ACCOUNTS	750-458-05	STREET DEPT PROJECTS	BLOCK FOR GREEN HOUSE	222.52
		750-341-00	STREET DEPT. MAT & S	FLAGS; BATTERY; 2X6X10'S	35.02
		750-341-00	STREET DEPT. MAT & S	FLAGS; BATTERY; 2X6X10'S	90.20
	BRUFFEY TRUCKING INC	750-458-05	STREET DEPT PROJECTS	SAND& STONE CONCRETE MIX	3,003.88
	CENTRAL SUPPLY CO	750-458-05	STREET DEPT PROJECTS	FORM RELEASE; SCREED STAK	223.84
		750-458-05	STREET DEPT PROJECTS	FORM RELEASE; SCREED STAK	216.36
	STATE EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	DRIVE DISC FOR ROLLER	1,120.01
	SEALCOAT CONCEPTS LLC	750-458-05	STREET DEPT PROJECTS	CURB PAINT RR TX TO CTHSE	875.00
		750-458-08	GATEWAY WEST GRANT E	CRACK FILLING GWW PROJ	2,766.90
	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
	JOHN BOGGESS dba VJG ASSOCIA	750-341-00	STREET DEPT. MAT & S	MESH BACK GLOVES	991.40
	SPRINT	750-211-00	STREET DEPT. TELEPHO	ALL DEPT MAY 2022 GEOTABS	208.28
	ST JOSEPH HOSPITAL OF BUCKHA	750-341-00	STREET DEPT. MAT & S	LAB RESULTS CALEB LIGGETT	50.00
	WALMART STORES INC -BUCKHANN	750-341-00	STREET DEPT. MAT & S	PCRD-OFFICE SUPPLIES	180.29
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,030.42
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	241.00
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-RUBBER ROLLERS	20.99
		750-341-00	STREET DEPT. MAT & S	PCRD-WEBBING FOR BARRICADE	108.00
		750-343-00	STREET DEPT. AUTO SU	PCRD-HYD FITTINGS FOR KUBO	212.00
		750-343-00	STREET DEPT. AUTO SU	PCRD-HYD FITTINGS KUBOTA T	27.18
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERY PAYMENT MUDL	JUN 2022 PUBLIC WRKS BLDG	9,774.80
	A&A SAFETY	750-458-05	STREET DEPT PROJECTS	YELLOW & BLUE PAINT CURBS	6,540.57

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WORLD FUEL SERVICES, INC.	750-343-00	STREET DEPT. AUTO SU	STREET FUEL BILL MAY 2022	3,249.09
	BENJAMIN LEE ARISMAN	750-341-00	STREET DEPT. MAT & S	MOWING CITY LOTS 5/9-5/22	2,400.00
	VERSALIFT EAST PARTS & ASSOC	750-343-00	STREET DEPT. AUTO SU	PCRD-WEAR PADS AND MANUAL	195.96
		750-343-00	STREET DEPT. AUTO SU	PCRD-WEAR PLATE FOR S12	200.60
	FOX BLOCKS/TRUEGRID	750-458-05	STREET DEPT PROJECTS	PCRD-PRO LITE GRID FOR JAW	4,500.00
	TRAVELERS INSURANCE	750-226-00	STREET DEPT. INSURAN	INS PREM AUTO LIAB MAY 202	8,188.58
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	16,648.44
				TOTAL:	216,998.29
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	5,555.79
		751-213-00	STREET LIGHTS	110 151 101 430 99 W. MAIN	99.19
				TOTAL:	5,654.98
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT. 119	41.06
		752-213-00	TRAFFIC SIGNALS POWE	110088985624 RT. 20 BKN C	50.36
		752-213-00	TRAFFIC SIGNALS POWE	110081822063 W. MAIN ST	18.65
		752-213-00	TRAFFIC SIGNALS POWE	110088820243 MAIN ST	36.11
		752-213-00	TRAFFIC SIGNALS POWE	110080768291 E. MAIN ST	26.23
	C & M PRECISION	752-230-00	SIGNS & SIGNALS	PCRD-STREET SIGN CUT OUTS	491.84
				TOTAL:	664.25
PARK 40% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	APRIL 2022 HOTEL MOTEL TAX	3,134.50
		900-341-00	PARK-30% HOT/MOT PD	MAY 2022 HOTEL-MOTEL TAX	3,382.63
				TOTAL:	6,517.13
CVB 60% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	APRIL 2022 HOTEL MOTEL TAX	7,313.82
		901-235-00	HOTEL/MOTEL 70% PAID	MAY 2022 HOTEL-MOTEL TAX	7,892.80
				TOTAL:	15,206.62
ARTS-THEATRE	MON POWER	906-213-00	CAC UTILITIES	110122154542 48 E. MAIN ST	204.43
	RALSTON PRESS INC	906-213-00	CAC UTILITIES	BUSINESS CRDS ANNE WILSON	50.77
	HARPER LUMBER & BUILDING SUP	906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	753.48
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	81.30
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	31.30
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	265.07
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	12.25
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	162.37
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	7.25
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	34.10
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	24.50
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	432.50
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	37.20
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	716.19
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	149.63
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	37.00
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	617.00
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	345.65
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	125.22
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	124.05
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	32.32
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	4.39
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	227.25
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	59.65
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	582.45

06-16-2022 03:17 PM	DISBURSEMENTS	6-01-22 TO 6-15-22	PAGE:	6	
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	17.78
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	1,092.90
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	145.53
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	24.40
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	34.10
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	47.88
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	106.45
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	50.89
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	38.19
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	77.74
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	809.55
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	757.35
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	165.48
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	33.23
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	449.80
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	140.49
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	22.75
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	227.20
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	50.73
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	17.16
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	24.03
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	39.88
		906-459-00	THEATRE CAPITAL	SEALANT; DRYWALL MUD	46.00
		906-459-00	THEATRE CAPITAL	SEALANT; DRYWALL MUD	548.05
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	124.27
		906-459-00	THEATRE CAPITAL	BUILDING SUPPLIES FOR CAC	45.42
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	33.70
	STATE ELECTRIC SUPPLY CO INC	906-459-00	THEATRE CAPITAL	20A BREAKER FOR THEATRE	110.00
	DAVID DAVIS HEATING AC ELEC	906-459-00	THEATRE CAPITAL	ELECTRICIAN LABOR CAC	10,920.00
	HARBOR FREIGHT TOOLS	906-459-00	THEATRE CAPITAL	PCRD-GRINDER & ATTACHMENTS	240.93
	MCCARTY'S SEPTIC SERVICE	906-213-00	CAC UTILITIES	PORTA POT RENTAL THEATER	110.00
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	21.05
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	4.92
	NEWTECH SYSTEMS INC.	906-213-00	CAC UTILITIES	SEC ALARM MONITORING CAC 2	180.00
	LEWELLYN: KRISTA	906-216-00	THEATRE MAINTENANCE/	8 BULKHEADS TRICORN BLACK	250.00
	COMMERCIAL BUILDERS INC.	906-459-00	THEATRE CAPITAL	LABOR @ CAC APRIL 2022	42,031.33
		906-459-00	THEATRE CAPITAL	LABOR AT CAC FOR MAY 2022	31,858.38
	FRONTIER	906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	72.54
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	339.50
				TOTAL:	96,426.92
STOCKERT YOUTH CENTER	BUCKHANNON UTIL BOARDS	907-213-00	UTILITIES	SYC WASTE JUNE 2022	178.20
	UNIFIRST CORP.	907-216-00	MAINTENANCE	MAY 2022 ALL DEPT UNIFORMS	163.59
	LEAF	907-341-01	OPERATING EXPENSES	COPIER LEASE MAY 2022	185.95
	RITE-WAY HEATING & PLUMBING	907-341-00	MATERIALS & SUPPLIES	FLUSH HANDLE FOR TOILET	4.39
	CARTER: LARRY	907-363-00	KARATE CLASS INSTRU	KARATE INSTRUCTOR	14.00
		907-368-01	ZUMBA	KARATE INSTRUCTOR MAY 22	26.00
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF JUNE HEALTH INS	1,962.00
		907-105-00	GROUP INSURANCE	GF JUNE 2022 RETIREE'S INS	192.00
	LOWES BUSINESS ACCOUNTS	907-361-00	AFTER SCHOOL SUPPLIE	PCRD-BOARD FOR PLAYHOUSE	8.55
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-CLEANING SUPPLIES	57.10
		907-341-00	MATERIALS & SUPPLIES	PCRD-BUILDING SUPPLIES	88.24
		907-341-00	MATERIALS & SUPPLIES	PCRD-BUILDING SUPPLIES	34.98
		907-341-00	MATERIALS & SUPPLIES	PCRD-TRASH CAN	68.44

06-16-2022 03:17 PM	DISBURSEMENTS	6-01-22 TO 6-15-22	PAGE:	7	
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		907-341-00	MATERIALS & SUPPLIES	PCRD-TRASH CAN	17.12
		907-341-00	MATERIALS & SUPPLIES	PCRD-TRASH BAGS	17.12
	WORLD VISION STOREHOUSE	907-368-04	MISC ACTIVITIES-ONE	PCRD-MEMBERSHIP FEE	100.00
	SPRINT	907-211-00	TELEPHONES	ALL DEPT MAY 2022 GEOTABS	57.83
	ST JOSEPH HOSPITAL OF BUCKHA	907-341-00	MATERIALS & SUPPLIES	LAB RESULTS HANNAH LAFFERR	50.00
	WALMART STORES INC -BUCKHANN	907-360-00	CAMP BUCANNEER SUPPL	CAMP SUPPLIES	235.58
		907-360-00	CAMP BUCANNEER SUPPL	AFTER SCHOOL SUPPLIES	32.72
		907-360-00	CAMP BUCANNEER SUPPL	CAMP SUPPLIES	125.59
		907-360-00	CAMP BUCANNEER SUPPL	AFTER SCHOOL SUPPLIES	44.50
	SAM'S PIZZA	907-360-00	CAMP BUCANNEER SUPPL	PIZZA FOR AFTERSCHOOL ACT	53.00
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	382.87
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	89.56
	APRIL E SMALL	907-368-01	ZUMBA	KICKBOXING INSTRCTR MAY22	44.00
	AMAZON.COM	907-368-04	MISC ACTIVITIES-ONE	PCRD-PARADA SUPPLIES	102.93
	CAMDEN CREEK CREATIONS	907-361-00	AFTER SCHOOL SUPPLIE	PCRD-SHIRTS STRAWBERRY FES	340.00
	WORLD FUEL SERVICES, INC.	907-216-00	MAINTENANCE	SYC FUEL BILL MAY 2022	691.06
	MAKAYLA BROCKLEMAN	907-343-00	SYC AUTO SUPPLIES	PCRD-VINYL LETTERING SYCC	180.38
	CHANCE CUNNINGHAM	907-356-00	YOUTH BASKETBALL	REFUND SUMMER BB FEE	35.00
	SHANNON TUSTIN	907-356-00	YOUTH BASKETBALL	REFUND SUMMER BB FEES	35.00
	DODDRIDGE COUNTY GIRLS BASKE	907-356-00	YOUTH BASKETBALL	SYCC FLAME GIRL FEES	180.00
	TUCKER COUNTY GIRLS BASKETBA	907-356-00	YOUTH BASKETBALL	SYCC FLAME GIRLS FEES	100.00
	TRAVELERS INSURANCE	907-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB MAY 202	1,626.37
	**PAYROLL EXPENSES			6/01/2022 - 6/15/2022	6,175.51
				TOTAL:	13,699.58
PUBLIC SAFETY	UNIFIRST CORP.	976-216-00	SAFETY COMPLEX MAINT	MAY 2022 ALL DEPT UNIFORMS	115.57
	REGION VII PLANNING PDC	976-459-35	FEMA GRANT#2 GENERAT	GIS SERVICES MAR & APR 22	55.00
	MOUNTAIN STATE ELECTRICAL CO	976-459-35	FEMA GRANT#2 GENERAT	INV 7 GRNT 2 BROOKE ST LS	2,149.94
		976-459-35	FEMA GRANT#2 GENERAT	INV 7 GRNT 2 VICKSBURG LS	28,240.47
		976-459-35	FEMA GRANT#2 GENERAT	WTP & VICKSBURG LS GEN SE	14,369.41
		976-459-35	FEMA GRANT#2 GENERAT	WTP & VICKSBRG LS GEN SET	739.98
		976-459-36	FEMA GRANT#1 GENERAT	WWTP GENERATOR SET	35,760.24
	FERGUSON WATERWORKS	976-216-00	SAFETY COMPLEX MAINT	STAND PIPE REPLACEMENT	699.46
	CIVIL & ENVIRONMENTAL CONSULT	976-459-36	FEMA GRANT#1 GENERAT	SHOP DWG REVIEW PLATFORM	767.00
	APPALACHIAN SIGNALS & PRODUC	976-216-00	SAFETY COMPLEX MAINT	REPLACED SMOKE DETECTOR	1,478.75
				TOTAL:	84,375.82

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

F. Strategic Issues for Discussion and/or Vote

F.1 Approval Mayor’s Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement 2022 – Action taken earlier in the meeting.

F.2 Mills Group, LLC Presentation of the Stockert Youth & Community Multi-Use Facility Project – Presentation took place; no action was necessary.

F.3 Police Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & to set Date of Interviews for Position of Probationary Police Officer – Discussion took place.

June 10, 2022

Mayor and City Council Members,

Re: Approval of candidates per the Police Civil Service Commission to interview for probationary police officer:

A Police Civil Service Commission meeting was held on June 10, 2022 to update and certify the current list of eligibles for submittal of three (3) candidates to City Council for hiring consideration. City Council has authorized identification of the top three candidates to arrange for the interviews and make a hiring decision.

Upon completion of the Buckhannon Police Civil Service Commission requirements, we are pleased to advance and certify the following candidates for your consideration as probationary Buckhannon Police Officers;

- | | | |
|----|-------------------------------|---------------|
| 1. | Jason Grady Fitzgerald | 82.97% |
| 2. | Dylan Ray Major | 79.05% |
| 3. | Johnathan Levi Tomey | 78.14% |

Commissioner	Sean Harris
Commissioner	Geraldine Henderson
Commissioner	Mark Spencer
City Recorder	Randall Sanders

Motion to accept the Police Civil Service Commission Recommendation of Top 3 Candidates being Jason Grady Fitzgerald, Dylan Ray Major, and Johnathan Levi Tomey for Consideration of Hiring was made by Sanders/Bucklew. Motion carried.

Motion to hold the Interviews for Position of Probationary Police Officer July 12, 2022 at 1:30 PM in Council Chambers was made by Reger/Thomas. Motion carried.

F.4 B-U Youth Council Request Sponsorship of \$475.00 for a Movie Show at the Youth-led Festival Friday on 07/29/22 – Discussion took place regarding the request.

Motion to approve the B-U Youth Council request for sponsorship of \$475.00 for a Movie Show at the Youth-led Festival Friday on 07/29/22 was made by Rylands/Sanders. Motion carried.

Mr. Sanders recommend that beginning with the new fiscal year of July 1, 2022 we review the procedure in which organizations ask for contributions from Council. The Mayor agreed to look at new procedures to present to consideration.

F.6 Approval Ordinance No. 458 Concerning Membership of Water Board & Waste Collection Boards 2nd/Final Reading – Mayor Skinner recognized City Attorney Tom O’Neil who presented Ordinance No. 458 to the Council members and offered to answer any questions. There were no questions.

Motion to approve Ordinance No. 458 concerning membership of Water Board & Waste Collection Boards on its 2nd and final reading was made by Thomas/Reger. Motion carried.

ORDINANCE NO. 458 OF THE CITY OF BUCKHANNON, AN ORDINANCE AMENDING, IN PART, ORDINANCE NOS. 117 AND 126 OF THE CITY OF BUCKHANNON, MODIFYING THE QUALIFICATIONS FOR MEMBERS OF THE CITY’S WATER BOARD AND WASTE COLLECTION BOARD

WHEREAS, in Ordinance No. 126, the City of Buckhannon established its Water Board to administer the City's drinking water utility operations; and,

WHEREAS, in Ordinance No. 117, the City established its Waste Collection Board to administer the solid waste collection and disposal operations it offers to its customers within and outside of the municipal limits; and,

WHEREAS, pursuant to West Virginia Code §8-19-19 and §8-16-4, the City has wide latitude in setting the qualifications for members of those respective boards; and,

WHEREAS, upon due consideration, the Council of the City of Buckhannon has determined that it is in the best interest of those respective boards to modify the qualifications for membership on said boards, to provide for and allow the possibility of the appointment of board members who live outside of the municipal limits in certain cases; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia and further with the administrative rules and regulations of the Public Service Commission of West Virginia insofar as the establishment and administration of its several utility operations is concerned.

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

ARTICLE I – AMENDING ORDINANCE NO. 126: QUALIFICATIONS FOR MEMBERS OF THE BUCKHANNON WATER BOARD:

Ordinance No. 126 of the City of Buckhannon is amended to provide as follows:

- a) The Water Board of the City of Buckhannon shall consist of five (5) members. One of the members shall be, *ex officio*, the Mayor of the City of Buckhannon, who shall be Chairman or Chairwoman of the Board; two of the members shall be members of the Council City of Buckhannon, *ex officio*, designated by the Council; two of the members shall be residents of Upshur County, West Virginia, who reside within the direct retail service area of the City of Buckhannon Water Board. Members of the Water Board serving *ex officio* shall have all the privileges and powers of membership during their term or terms, including the ability to vote on matters before the board. For purposes of clarity, the “direct retail service area” of the City of Buckhannon Water Board excludes the service area of any entity, association, company, or Public Service District which purchases water on a wholesale basis from the City of Buckhannon Water Board.
- b) The term of each member of the Water Board, excepting the Mayor, expires on June 30, annually, or at such time thereafter as their successors are named and qualified.
- c) All other terms and provisions of the said Ordinance No. 126 not expressly modified hereby remain in full force and effect.

ARTICLE II - AMENDING ORDINANCE NO. 117: QUALIFICATIONS FOR MEMBERS OF THE BUCKHANNON WASTE COLLECTION BOARD:

Ordinance No. 117 of the City of Buckhannon is amended to provide as follows:

- a) The Waste Removal Board of the City of Buckhannon shall consist of three (3) members. One of the members shall be, *ex officio*, the Mayor of the City of Buckhannon, who shall be Chairman or Chairwoman of the Board; two of the members shall be residents of Upshur County, West Virginia, who reside within service area of the City of Buckhannon Waste Collection Board. Members of the Water Board serving *ex officio* shall have all the privileges and powers of membership during their term or terms, including the ability to vote on matters before the board.
- b) The term of each member of the Water Board, excepting the Mayor, expires on June 30, annually, or at such time thereafter as their successors are named and qualified.
- c) All other terms and provisions of the said Ordinance No. 117 not expressly modified hereby remain in full force and effect.

ARTICLE III - SEVERABILITY: In the event that any provision(s) of this Ordinance is determined to be unconstitutional or invalid by a court exercising competent jurisdiction, such determination shall not

affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically held to be unconstitutional or invalid other than that provision(s) which is specifically determined to be unconstitutional or invalid.

ARTICLE IV - EFFECTIVE DATE: This Ordinance shall be deemed effective immediately following thirty (30) days from the second (2nd) reading, passage and adoption by the Council of the City of Buckhannon, i.e., July 16, 2022.

FIRST READING:	June 2, 2022
SECOND READING, PASSAGE, AND ADOPTION:	June 16, 2022

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 458 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on June 16, 2022.

Randall H. Sanders, City Recorder

F.5 Approval Ordinance No. 459 State Building Code Adoption 1st Reading - City Attorney Tom O'Neil who presented Ordinance No. 459 to the Council members and offered to answer any questions. There were no questions.

Motion to approve Ordinance No. 459 concerning the State Building Code adoption on its 1st reading was made by Sanders/Reger. Motion carried.

ORDINANCE NO. 459 OF THE CITY OF BUCKHANNON, AN ORDINANCE
AMENDING PRIOR ORDINANCES OF THE CITY OF BUCKHANNON
BY PROVIDING FOR THE ADOPTION OF THE WEST VIRGINIA STATE BUILDING CODE SET FORTH
AND DEFINED BY TITLE 87, SERIES 4 OF
THE CODE OF STATE RULES, AS AMENDED; AND DECLARING AN EMERGENCY

WHEREAS, West Virginia Code §8-12-13 empowers municipalities to adopt building codes, but requires that any code adopted be the state building code as promulgated by the state fire commission; and,

WHEREAS, the City of Buckhannon has one year from the promulgation of said state building code in which to adopt the same; and,

WHEREAS, the Council of the City of Buckhannon passed and adopted Ordinance No. 377, being the City of Buckhannon's Electrical Inspection and Fire Protection Ordinance, on September 19, 2013, effective on October 19, 2013; and,

WHEREAS, the said Ordinance No. 377 was amended in certain respects by the provisions of Ordinance No. 378, including the imposition of a fee structure, effective February 1, 2014; and,

WHEREAS, Ordinance No. 398, effective January 16, 2016 placed into effect the 2015 edition of the International Property Maintenance Code, making certain amendments thereto and establishing further fee structures; and

WHEREAS, Ordinance No. 417, effective June 2, 2017, placed into effect the 2015 State Building Code, as demised therein; and

WHEREAS, Ordinance No. 436, effective April 18, 2019, placed into effect the International Building Code 2015 (with amendments), and other codes; and

WHEREAS, Ordinance No. 446, effective August 20, 2020, placed into effect the NFPA Life Safety Code 2018 edition and the 2017 edition of the National Electric Code, NFPA 70; and

WHEREAS, the State Fire Commission, pursuant to Legislative Rules promulgated by the Fire Marshal under West Virginia Code §29-3-5b, dated May 5, 2022, made certain changes to Title 87 – Series

4 effect August 1, 2022, and this Ordinance is adopted in order to provide for municipal adoption and enforcement of those same codes; and,

WHEREAS, the Office of the State Fire Marshall has adopted further updates to national standards and codes for commercial buildings; and,

WHEREAS, the City of Buckhannon was made aware of these updated by letter dated June 1, 2022, and this Ordinance is presented to the Council of the City of Buckhannon for its consideration at the first opportunity since receiving said notice; and,

WHEREAS, the Officer of the State Fire Marshall has required updated ordinances to be adopted and effective on or before August 1, 2022, otherwise “all building codes previously adopted by local jurisdictions are null and void”, but receipt of this notice was not received with sufficient time for a regular ordinance to become effective under the required timeframe; and,

WHEREAS, public health and public safety require the uninterrupted effectiveness of the building codes adopted by the City, thus necessitating the declaration of an emergency under Section 16 of the Charter of the City of Buckhannon; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia insofar as matters concerning building codes, and wishes to remain under the existing State Building Code.

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

ARTICLE I - ADOPTION: The Council of the City of Buckhannon hereby amends and reenacts Ordinance Nos. 378, 398, 417, 436, 446, or any other ordinances previously adopted concerning building codes, by adopting and incorporating by reference, as if set out at length herein, for the purposes of safeguarding life and property and to ensure the quality of construction of all structures erected, renovated, or removed throughout the City, that certain code known as the State Building Code, set forth and defined by Legislative Rule Title 87, Series 4 of the West Virginia Code of State Rules, as amended, as promulgated by the West Virginia State Fire Marshal pursuant to authority granted in West Virginia Code § 29-3-5b.

The standards and requirements as set out and published by the International Code Council, and American National Standards Institute, and the National Fire Protection Association, as listed below, and as adopted by the State Fire Commission with an effective date of August 1, 2022, shall have the same force and effect as if set out verbatim herein:

- a. The 2018 edition, International Building Code, as amended by section 4.1.a of 87 CSR 4;
- b. The 2018 edition of the International Plumbing Code;
- c. The 2018 edition of the International Mechanical Code, as modified by section 4.1.c of 87 CSR 4;
- d. The 2018 edition of the International Fuel Gas Code, as modified by section 4.1.d of 87 CSR 4;
- e. The 2018 edition of the International Property Maintenance Code
- f. The 2015 edition of the International Energy Conservation Code, as modified by section 4.1.f of 87 CSR 4;
- g. The ANSI/ASHRAE/IESNA (as defined in 87 CSR 4) Standard 90.1 2013 edition for commercial buildings;
- h. The 2018 edition of the International Residential Code for One- and Two-Family Dwellings, as modified by section 4.1.h of 87 CSR 4;
- i. Section R311.7.5 Stair Treads and Risers
- j. [Reserved]
- k. [Reserved]
- l. The 2017 ICC/ANSI (as defined in 87 CSR 4) A117.1 American National Standards for Accessibility & Usable Buildings & Facilities

- m. The 2018 International Existing Building Code, as modified by section 4.1.1.2 of 87 CSR 4;
- n. The 2020 edition of the National Electrical Code, NFPA 70, as modified by section 4.1.m of 87 CSR 4;
- o. The 2018 edition of the International Swimming Pool and Spa Code; and
- p. Any other codes adopted, as amended or modified, in 87 CSR 4.

Wherever referenced in the several ICC codes adopted in this Ordinance or in 87 CSR 4, any reference to the International Fire Code should be substituted with the NFPA Life Safety Code 2021 edition.

ARTICLE II – SEVERABILITY: In the event that any provision of this Ordinance is determined to be unconstitutional or otherwise invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically determined to be unconstitutional or invalid.

ARTICLE III – EFFECT UPON CITY ORDINANCE NOS. 378, 398, 417, 436, 446 AND ANY AND ALL OTHER ORDINANCES OF THE CITY OF BUCKHANNON PREVIOUSLY ENACTED RESPECTING INSPECTIONS, PERMITS OR FEES: The provisions of Ordinance Nos. 378, 398, 417, 436, 446 and any and all other Ordinances of the City of Buckhannon previously adopted are hereby amended only to the extent of the provisions of this Ordinance; however, all provisions of previously adopted City ordinances, particularly Ordinance Nos. 378, 398, 417, 436, and 446 of the City of Buckhannon, that are not expressly amended by this Ordinance, including their imposition of requirements for inspections, permits, and fees payable to the City, shall remain in full force and legal effect.

ARTICLE IV – DECLARATION OF EMERGENCY AND EFFECTIVE DATE: Pursuant to Section 16 of the Charter of the City of Buckhannon, the City Council does unanimously declare that public health and public safety demand the declaration of an emergency in the adoption of this ordinance, and that an emergency is hereby declared. This Ordinance shall take effect and be in full force immediately upon its passage by the Council of the City of Buckhannon on July 7, 2022.

FIRST READING: June 16, 2022

SECOND READING, PASSAGE AND ADOPTION: July 7, 2022

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 459 was lawfully, and unanimously, ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on July 7, 2022.

Randall H. Sanders, City Recorder

G. Comments and Announcements

- **Council Member Bucklew** – Mrs. Bucklew noted that she is excited about the new building concept for the Stockert Youth & Community Center and hopes the project moves forward within the next 4 to 6 months. She invited anyone interested in contacting her to talk about the design.
- **Council Member Rylands** – Mr. Rylands stated that he too was hopeful that the Stockert Youth & Community Center project moves forward and breaks ground by the end of the year; but he would like to have as much community input as possible before settling on a final design.
- **Council Member Reger** – Mr. Reger noted that the forthcoming insurance rate increases we discussed were expected. He did ask what the e-mod (experience modifier) rating for Buckhannon was and Mayor Skinner noted it is below 1.0%.
- **Council Member Thomas** – Mr. Thomas wished both Mayor Skinner and council member Reger a Happy Birthday. He noted the discussion about the Stockert Youth & Community Center was very positive. He also stated that he was concerned with the dangerous activities happening in our world. He feels that we should consider a joint meeting with the County and the City law enforcement community to see what we can do to control it in our area. He thanked Sheila Lewis-Sines for her service to the City as a council member and wished her well.
- **City Recorder Sanders** – Mr. Sanders thanked Sheila Lewis-Sines as well for her work as a council member and wished her well. He also provided an update on the planning for the WAMSB event in 2023 and a report on the Miss West Virginia USA/Teen USA pageants that were recently held in Buckhannon at West Virginia Wesleyan College, thanking all those who provided support.
- Mayor Skinner took a moment to remind everyone that Buckhannon would be sponsoring the Fireworks celebration this year in conjunction with Create Buckhannon's Festival Friday event on Friday, July 1, 2022.

He then recognized outgoing council member Shelia Lewis-Sines for her final remarks.

- **Council Member Sines** – Mrs. Lewis-Sines expressed gratitude for the opportunity to serve on City Council and for the efforts put forth by all council members. She encouraged others to become involved and urged all to never allow themselves to be bullied.

H. Mayor's Comments and Announcements – Mayor Skinner called for a brief Executive Session to discuss a personnel matter per WV State Code §6-9A-4.

Motion to adjoin into Executive Session to discuss personnel matters at 8:39 PM was made by Sanders/Rylands. Motion carried.

Motion to exit Executive Session at 9:14 PM was made by Rylands/Thomas. Motion carried.

Mayor Skinner noted that personnel matters were discussed with no decisions made while in the Executive Session.

I. Adjournment

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

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
