

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

A regular meeting of the Buckhannon City Council was held on Tuesday, May 17, 2022, at 7:00pm in City Hall. The following were in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Present
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
Director of Public Works	Jerry Arnold	Present
Police Chief	Matthew Gregory	Present
Channel 3	Dennis Cortes	Present

Guests:- Dr. Joseph Reed

To participate in a City Council meeting participants were invited to contact us at 304-472-1651 for the GoToMeeting link/access.

CITY COUNCIL OF BUCKHANNON – 7:00 PM IN COUNCIL CHAMBERS
MEETING AGENDA FOR TUESDAY, MAY 17, 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 [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 [Notice of Proposed Adoption of Amendment to Municipal Zoning Ordinance-Public Hearing June 2, 2022 7pm](#)
 - D.2 [Charles Gibson Library Director's Report May 2022](#)
 - D.3 Proclamation-National Nurses' and National Hospital Week May 6th -14th
 - D.4 Letter from Upshur County Commission RE: American Rescue Plan Act Fund Allocation \$60,000 for Construct of a Live Fire Training Facility
 - D.5 [Contract & Agreement -Gambill Amusements upon the City Parking Lots May 18th -22nd](#)
 - D.6 Canvass of Votes/Certification of Votes-Election May 10, 2022
 - D.7 5th Annual Webb Grubb Police Officer Recognition Day May 18, 2022 at 2pm at the Public Safety Complex
 - D.8 15th Annual Service to Youth Champion Award May 17, 2022 at 4pm at the SYCC
 - D.9 15th Annual Friendly Way Day Firefighter Recognition May 20, 2022 at 3pm at the Public Safety Complex
- E. Consent Agenda
 - E.1 Approval of Minutes -Regular Meeting-03/17/22, 04/07/22, 05/05/22, Special 05/06/22
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills
 - E.4 Approval Appointment of Brett Miller to the Charles Gibson Library Board- Unexpired Term of Bill O'Brien Ending 06/30/2024
- F. Strategic Issues for Discussion and/or Vote
 - F.1 Approval Ordinance No. 456 Establishment of the Buckhannon Parks and Recreation Advisory Board 2nd /Final
 - F.2 Approval Ordinance No. 457 Amending Zoning Ordinance No. 244 Section 502 (A) to include the Placement of Certain Condominiums or Unit Property Within the R-2 General Residential District A Zone 2nd 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 05/12/2022 Next Regular Scheduled City Council Meeting Thursday, June 2, 2022

A. Call to Order: The meeting was called to order followed by a moment of silence and pledge to the flag.

Mayor-Skinner reported on Strawberry Festival activities to date. The Service to Youth award was given to Christina Romine. The Mayor and Recorder were at the Strawberry Festival Coronation rehearsal this evening. He hopes for good weather and a safe and happy event for everyone.

B. Recognized Guests:

B.1 Dennis Cortes-Upshur County Parks & Recreation Board: Mr. Cortes gave the following report:

**REPORT FROM THE UPSHUR COUNTY PARKS & RECREATION ADVISORY BOARD
FOR 19 APRIL 2022**

The meeting was called to order at 5:35 PM and the March minutes were approved.

Upshur County Trails Update:

On 02 April 2022 a new bridge was installed on a new trail segment.

The trail clean-up day, which was part of the West Virginia DEP “Make It Shine Day”, was very successful with 9 volunteers; it took place on 09 April 2022. The Fairy Garden decorating will be rescheduled, probably in June.

Director McCourt reported that someone was interested in possibly hosting a 24 hour trail run race on the trails. Rachel Weber recommended starting with a shorter race; she also added that she wants to run this by the trails group for their approval first.

Budget Approvals:

At the last County Commission budget hearing the funding for the new park sign, a steel cabinet for tools (and a keypad with deadbolt) and items for the pool concession stand as well as pool bathroom partitions were approved.

Directors Report:

The gate in front of the pavilion restrooms will be removed soon.

Director McCourt reported that he is applying for funding and submitting an application to build a “low-ropes” obstacle course (with 7 obstacles) in the area of the amphitheater.

The pool is being painted and new diving boards have arrived. The pool opening will probably be 28 May 2022 for the public and 22 May 2022 for parties.

Eric Jett is planning to partner with Upshur County Parks & Recreation to hold a sprint triathlon in Aug. Director McCourt stated that he wants to turn this into a Wellness Weekend with St. Joseph’s Hospital present to do health screenings. Other events could be taking place then also.

Disc Golf Update:

The disc golf tournament is tentatively scheduled for 28 May 2022 and will be open to 36 players with a \$25.00 entry fee. Various Tees’ are open for sponsorships at \$100.00 per Tee.

J.J. Ford is making the directional signs for the disc golf course.

Meeting Time/Date:

The Upshur County Parks & Recreation Advisory Board will now meet on the 3rd Tuesday of each month at 5:30 PM.

Public Comment:

Gravel and a kiosk were added to the boat ramp on Yokum Rd.

The meeting was adjourned at 6:35 PM.

Respectfully submitted by; Dennis P. Cortes

New Manager of the Colonial Arts Center-Anne Wilson

Mayor Skinner introduced the new Manager of the Colonial Arts Center, Anne Wilson. Anne is a WV Wesleyan College graduate.

Ms. Wilson mentioned she is originally from Elkins and graduated high school there before attending WV Wesleyan College. She is excited and eager to begin. She expects to have an intern to help this summer and has some ideas for fund raising and events.

C. Department Reports & Board Reports:

C.1 Director of Public Works-Jerry Arnold:

Mr. Arnold reported that he and department personnel have been busy working on Strawberry Festival preparation.

His department has received complaints about street pot holes. They are awaiting parts for the street roller.

C.2 Director of Finance and Administration-Amberle Jenkins:

Ms. Jenkins gave the following report:

Amby report 4-21-22			
Balances in the Enterprise Funds April 30, 2022			
Waste Collection Board	mm/cking	\$1,090,309	cd/sav \$58,536.
		Plus a letter of credit for \$64,000	
Water Board	mm/cking	\$536,818	work/capital& savings \$871,894
Sanitary Board	mm/cking	\$773,714.	work/capital \$457,191
Storm water Fund	mm/cking	\$221,563	
Budgets for fy 2022-23			
Waste Collection Board \$3,456,900 – include payment for a new garbage truck, a 5 th wheel wrecker trailer, cnc machine (used to make some parts)			
Water Board \$2,688.181 – include software for backflow, cost to start gathering lead & copper information from customers. Water line work at Deer Creek, Water Tank Inspections, Raw water turbidity meter.			
Sanitary Board will finalize it this Thursday, but will be \$2,600,000. of which \$500,000 will be used toward capital improvements and equipment.			

C.3 Police Chief-Matthew Gregory:

Chief Gregory reported on the following:



Buckhannon Police Department

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



City Council Report

5/17/22

1. The police department is in the midst of helping to coordinate with various events / activities surrounding the WV Strawberry Festival. Concerning the city ordinance in regards to parking along parade routes, the police department had 2 vehicles towed from Main St. during last Saturday's Horse and Carriage Parade.
2. The background process continues for each of the police candidates that were extended a conditional offer of employment. Relative to the psychological evaluation, we were having trouble with United Summit Center in establishing a date for evaluation for our candidates until the middle of June, which was placing us right at the deadline for the Police Academy. As a result, we will be using Clayman and Associates in Charleston next Tuesday, 5/24/22. This company is also utilized by the Elkins Police Department.
3. The police department will begin planning meetings next week to prepare for a Table Top exercise that we will be holding in August in order to comply with CALEA time-sensitive standards. This table top exercise will test our All-Hazards plan and our response relative to ICS and NIMS standards. The police department is having discussions with St. Joseph's Hospital personnel to work together on a scenario for this exercise.
4. The police department will also begin a series of meetings to begin specific plans for the WAMSB event. This first meeting will take place on 5/26/22.
5. The police department will once again assist the Buckhannon Academy Elementary School with their annual chair races, also on 5/26/22.
6. The police department recently updated its policy and procedure manual relative to CALEA changes and requirements. Work continues updating the files in PowerDMS to reflect these changes.

POLICE ACTIVITIES

MONTH: April

YEAR: 2022

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer:

30

By Officers:

3

TOTAL ISSUED:

33

Citations Issued:

9

Misdemeanor Arrests:

31

Felony Arrests:

1

Calls Answered:

413

Complaint Reports:

52

Accidents Investigated:

15

Community Policing Hours:

12

Patrol Mileage:

7,352

MONTHLY ACTIVITY REPORT April 2022

	301	302	303	304	305	306	307	308	309	310	311	TOTAL
Calls Answered	8	33	82	101	29	49		44		39	28	413
Community Policing		2						7		3		12
Road Patrol	2	43	83	84	79	129		50		86	97	653
Traffic Hours	1	8	49		5	4				33		100
Criminal Inv.	3	24	19	56	32	48	168	40		19	36	445
Court Hours		1										1
Report Writing	17	79	17	28	4			41		25	3	214
Other Hours	140	17			26	2		26		4		215
Miles												7,352
Accidents - Prop.		2	2	2				3		2		11
Injury		2	2									4
Fatality												
Parking Tickets			1	2								3
Criminal Reports		4	20	9				10		3	6	52
Reports Cleared		0	16	3				3		1	3	26
Clearance Rate		0%	80%	33%				30%		33%	50%	50%

TRAFFIC CITATIONS - April 2022

	Gregory	Loudin	Posey	Stewart	Courtney	Hissam	O'Connor	McCauley		Fisher	Garrison		TOTAL
DRIVING REVOK/SUSP										1			1
EXPIRED MVI STICKER										1			1
EXPIRED REGISTRATION										1			1
NO OPERATORS			1										1
SPEEDING			1							4			5
TOTAL TRAFFIC CITATIONS	0	0	2	0	0	0	0	0		7	0		9

MISDEMEANOR ARRESTS - April 2022

	TOTAL
ASSAULT	1
BATTERY	2
CONTRIBUTING TO MINOR	1
DOMESTIC BATTERY	3
DRIVING REVOKED DUI	1
OBSTRUCTING POLICE OFFICER	2
POSSESSION OF CONTROLL, SUB.	1
SHOPLIFTING	20
TOTAL MISDEMEANORS	31

FELONY ARRESTS - April 2022

	TOTAL
STRANGULATION	1
TOTAL FELONIES	1

Chief Gregory also reported that David Coffman will be honored the Blue Wall Award that is also a part of the Strawberry Festival events.

C.4 City Attorney-Tom O’Neill: He deferred his report for the strategic items on the agenda.

Council commented that someone regularly parks in front of the Kanawha Theatre, either on the sidewalk or on the street with a cone. Mr. Arnold also noticed it and has told them they can unload the truck, but must immediately remove it.

D. Correspondence & Information:

D.1 Notice of Proposed Adoption of Amendment to Municipal Zoning Ordinance-Public Hearing June 2, 2022 7:00pm

May 12, 2022

The Record Delta
Attention: Legal Advertisement Department
North Locust Street
Buckhannon, WV 26201

RE: Class II Legal Advertisement - City of Buckhannon
Ordinance No. 457

To Whom It May Concern:

Please find attached herewith two separate notices, each captioned “NOTICE OF PROPOSED ADOPTION OF AMENDMENT TO MUNICIPAL ZONING ORDINANCE BY THE COUNCIL OF THE CITY OF BUCKHANNON,” each of which I request your newspaper publish twice as legal advertisements in your **Tuesday editions of May 17 & 24, 2022.**

Following the second publications of the attached legal advertisements on Tuesday, May 24, 2020, please forward your Publisher’s Certificates and Affidavits along with your Publisher’s statements to Mr. Randy Sanders, City Recorder, at Buckhannon City Hall, 70 East Main Street, Buckhannon, West Virginia 26201.

In the event you have any questions or comments concerning this legal advertisement, please contact me at (304) 288-3263, or Mr. Sanders at City Hall at 472-1651, immediately.

Thank you for your assistance in this matter. This letter and attached legal advertisement are being transmitted to you by e-mail attachment, and further will be mailed bu US Postal Service.

Sincerely yours,
Thomas J. O’Neill
City Attorney

Enclosures - Legal advertisement - notice of public meeting re: Ordinance No. 457

cc: Mayor Robert N. Skinner, III
Recorder Randy Sanders
Members of City Council
Amberle Jenkins, Director of Administration and Finance
Vincent Smith, Zoning & Housing Enforcement Officer

**NOTICE OF PROPOSED ADOPTION OF AMENDMENT TO MUNICIPAL
ZONING ORDINANCE BY THE COUNCIL OF THE CITY OF BUCKHANNON**

TO: All residents of the City of Buckhannon

Notice is hereby given to all residents of the City of Buckhannon that the Council of the City of Buckhannon proposes the third (3rd) reading and adoption of Ordinance No. 457 of the City of Buckhannon, the subject matter and general title, and abstract of which more particularly appear in said Ordinance as “ORDINANCE NO. 457 OF THE CITY OF BUCKHANNON, AN ORDINANCE AMENDING ZONING ORDINANCE NO. 244 OF THE CITY OF BUCKHANNON, BY AMENDING SECTION 502(A) THEREOF TO INCLUDE THE PLACEMENT OF CERTAIN CONDOMINIUMS OR UNIT PROPERTY WITHIN THE R-2 GENERAL RESIDENTIAL DISTRICT A, ZONE”.

The Council of the City of Buckhannon proposes the third (3rd) reading, passage and adoption of Ordinance No. 457 at the regularly scheduled City Council meeting to be held on Thursday, June 2, 2022, at 7:00 p.m. o'clock, at Buckhannon’s City Hall located at 70 East Main Street in Buckhannon, Upshur County, West Virginia. A reasonable number of copies of the proposed Ordinance No. 457 are on file at City Hall. Ordinance No. 457 may be inspected by any member of the public during the regular business hours of City Hall.

All interested persons may appear at the June 2, 2022 meeting and be heard with respect to the City Council's proposed adoption of Ordinance No. 457.

Thomas J. O'Neill, City Attorney

5/17, 5/24

D.2 Charles Gibson Library Director’s Report May 2022

May 2022 Director’s Report

April Building Use Statistics

Door Count	249
Public Computer Use	34
Reference Transactions	0
Curbside Pickup	0

April Circulation Statistics

I TYPE	February	March	April
Adult Fiction	216	199	172
Adult Non-Fiction	25	41	200
Books on CD	169	29	12
Easy Books	70	89	85
eBooks (WVREADS)	196	192	183
eMagazine	4	0	9
Juvenile Fiction	35	18	27
Juvenile Non-Fiction	12	19	14
Large Print	145	151	172
New Books	155	173	213
New Media	13	15	9
Paperback	75	67	56
Reference (Non-Circ)	0	0	0
West Virginia Material	1	3	0
Young Adult	7	14	7
Young Adult NonFiction	0	1	1
Total	970	1011	980

April Money Drawer Report (Entire Month)

Donations	Copies	Faxes	Book Sale	Other	Total
\$100.51	\$45.38	\$69.00	\$7.00	\$161.10	\$382.96

Upcoming Dates

May 17	Strawberry Festival Family Fun Night
May 20	Close at 4:00 PM - Strawberry Festival
May 21	Library Closed - Strawberry Festival
May 23	Registration Opens
May 28-30	Library Closed - Memorial Day Weekend
June 6	Summer Reading Program
June 14	Board of Trustees Annual Meeting
June 20	Library Closed - WV Day/Juneteenth

D.3 Proclamation-National Nurses’ and National Hospital Week May 6th -14th




CITY OF BUCKHANNON, WEST VIRGINIA, 26201
70 East Main Street, Buckhannon, WV 26201 • 304.472.1651

Proclamation
National Nurses’ and National Hospital Week

- Whereas, The City of Buckhannon is pleased to salute St. Joseph’s Hospital as it celebrates National Nurses’ Week and National Hospital Week.
- Whereas, National Nurses’ Week is May 6th to 12th and National Hospital Week is May 8th to 14th. The Theme of National Nurses’ Week is “The Courage to Care, the Strength to Help” and the theme of National Hospital Week is “We are Health Care” and will be celebrated across the country.
- Whereas, St. Joseph’s Hospital is staffed by professionals with caring hearts and giving spirits who are inspired by the love of Chris to provide our community with quality health care in ways which respect the God-given dignity of each person and the sacredness of human life.
- Whereas, The hard-working staff of St. Joseph’s Hospital deserves universal regard and appreciation for keeping our community healthy.

Be it known that on this 9th day of May, 2022, I, Robert Neal Skinner, III, Mayor of the City of Buckhannon do hereby declare May 6th to the 14th of 2022, to be National Nurses’ Week and National Hospital Week in Buckhannon, West Virginia, and urge residents to express their appreciation for St. Joseph’s Hospital and its staff who make trustworthy, quality healthcare possible in our community.


Robert Neal Skinner, III, Mayor
City of Buckhannon

D.4 Letter from Upshur County Commission RE: American Rescue Plan Act Fund Allocation \$60,000 for Construction of a Live Fire Training Facility

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

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

TDD Numbers
Business: 472-9550
Emergency: 911

April 29, 2022

City of Buckhannon
Randy Sanders
70 E. Main St.
Buckhannon, WV 26201

RE: Upshur County American Rescue Plan Act Fund Allocation

To whom it may concern:

I am contacting you on behalf of the Upshur County Commission regarding your request for American Rescue Plan Act (ARPA) Funds. The Commission reviewed requests for funding on Thursday, April 21, 2022 and approved funding in the amount of \$60,000.00 to the City of Buckhannon to use towards construction of a live fire training facility for all Upshur County fire departments. Congratulations! Allocations will be made in the form of direct payments. Additional information regarding bidding procedures, if applicable, record keeping requirements and the anticipated payment date are forthcoming from Tabatha Perry, new County Administrator. Please be patient as our office will be experiencing a staff shortage during the month of May.

In the meantime, should you have any questions, you can reach Ms. Perry via telephone at (304)472-0535 x.2 or email at tperry@upshurcounty.org.

Thank you,


Carrie L. Wallace
County Administrator

D.5 Contract & Agreement -Gambill Amusements upon the City Parking Lots May 18th -22nd



Copy CityA 330
GAMBILL AMUSEMENTS
5T LLC
SHANE & NICOLE TURNER
P.O. BOX 789
BUCKHANNON, WV 26201
(352) 603-1053 * (352) 603-0073

CONTRACT & AGREEMENT
WITNESSETH: This contract entered into this 25th day of April 2022, by and between
5T LLC dba GAMBILL AMUSEMENTS (Party of the First Part)
and
THE CITY OF BUCKHANNON (Parties of the Second Part)
WHEREAS, The party of the first part agrees to furnish and present an amusement, commonly known as
GAMBILL AMUSEMENTS
upon the CITY PARKING LOTS OF BUCKHANNON, WV
for 5 (FIVE) days
Commencing: Wednesday May 18, 2022 Ending: Sunday May 22, 2022
The entertainment to consist of: various amusement rides, concessions, confections, direct sales, shows (if
any) and etc.
Conditions to be as follows:
Party of the First Part to give WEST VIRGINIA STRAWBERRY FESTIVAL ASSOC. INC.
• 35% of ride gross (after state, county, city taxes & insurance)
• \$100 per game, show, direct sale and etc.
• \$200 per food concession
• Paid by check by the following Friday
Insurance obligation is only to Gambill Amusements Midway and equipment and does not extend beyond this
area.
said first party to hold the exclusive on their midway
Party of the Second Part to provide:
• Ample police protection
• Hand post and distribute advertising
• Furnish all state, county, and city licenses
• Be responsible for no less than 8 plus 1 Handicapped porta jons for the public
• Provide Dumpster

And it is further agreed that no other conditions exist except as hereby mentioned in this contract.
THIS CONTRACT AND AGREEMENT signed and agreed to the 25th day of April 2022

Witness: Nicole Turner

Signed: [Signature]

Printed Name: D. Shane Turner
Party of the First Part

Witness: [Signature]

Signed: [Signature]

Printed Name: Robert Neal Skinner III
Party of the Second Part

D.6 Canvass of Votes/Certification of Votes-Election May 10, 2022

Board of Canvassers' Certificate of Votes Cast
For Candidates at Primary Election

Office of County Commission. May 10, 2022

Upshur County, West Virginia

To City of Buckhannon
Carefully note Sec. 34-35, Art. 5, Ch. 3 of the Code

The Board of Canvassers of the County of Upshur, State of West Virginia, having carefully and
impartially examined the returns of the Election held in said county on the 10th day of May, 2022,
Do hereby certify that in said County or District thereof at said election, on the official ballot of the
For the office of Non-Partisan, Recorder

Randy Sanders Received Six Hundred Thirty (630) Votes

No Official Write-ins

Given under our hands this 19th day of May, 2022.

[Signature]
[Signature]
[Signature]
Board of Canvassers

[Signature]
Clerk's Signature

Board of Canvassers' Certificate of Votes Cast
For Candidates at Primary Election

Office of County Commission. May 10, 2022

Upshur County, West Virginia

To City of Buckhannon
Carefully note Sec. 34-35, Art. 5, Ch. 3 of the Code

The Board of Canvassers of the County of Upshur, State of West Virginia, having carefully and impartially examined the returns of the Election held in said county on the 10th day of May, 2022, Do hereby certify that in said County or District thereof at said election, on the official ballot of the For the office of Non-Partisan, City Council

Shelia Sines Received Three Hundred Forty Five (345) Votes
Jim Valenson Received One Hundred Twenty Seven (127) Votes
Laura Foulks Received One Hundred Ninety Four (194) Votes
Dave Thomas Received Three Hundred Ninety Five (395) Votes
David McCauley Received Three Hundred Seventy Five (375) Votes
No Official Write-Ins

Given under our hands this 19th day of May, 2022.

Jay B. Blount
Kristine H. Tenney
[Signature]
Board of Canvassers
Clerk's Signature

- D.7 5th Annual Webb Grubb Police Officer Recognition Day May 18, 2022 at 2pm at the Public Safety Complex
- D.8 15th Annual Service to Youth Champion Award May 17, 2022 at 4pm at the SYCC
- D.9 15th Annual Friendly Way Day Firefighter Recognition May 20, 2022 at 3pm at the Public Safety Complex

E. Consent Agenda:

- E.1 Approval of Minutes -Regular Meeting-03/17/22, 04/07/22, 05/05/22, Special 05/06/22
- E.2 Approval of Building and Wiring Permits



#75500 - #75520 Permit Fee Report

05/05/2022 - 05/16/2022

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
75519	Randall Tenney	45 Smithfield St	COWGERS ELECTRICAL & RESIDENTIAL REPAIR	Upgrade to 200 AMP Service - WO# 762500557 Mon Power	2,500.00	100.00	A Commercial Property			Yes		No	
75508	Fosters Marketing Group	3 Traders Alley	Christopher Alkire	Electrical Reconnect Inspection	0.00	100.00	A Commercial Property			No	Zone AE	Yes-Elevation Cert. Not Required	

75506	Battle Green Holdings	66 Raella Lane - Parcel # 3-33-1.2	PROSPIAN T, INC	Greenhouse 96'x150' Medical Cannabis Grow Facility	4,400,000.00	670.00	A Commercial Property			No		No	
75502	Mizu Japanese Steakhouse	221 S Kanawha St	Fire Safety Products	Restaurant, Interior Renonvations, Hood & Fire Suppression System, Signage 5'x10'	81,600.00	100.00	A Commercial Property		5/6/2022	Yes		No	
					4,484,100.00	970.00							

Group Total: 4

Group: Commercial-Industrial (nonresidential)

75516	BUCKHAN NON HOUSING AUTHORITY	83, 79 & 21 HINKLE DR	K&Z CONSTRUCTION LLC	REMODEL KITCHEN & NEW FLOORING	6,750.00	64.13				No		No	
75517	SHEREE MARTIN (JEANNIE'S & FRIENDLY PHARMACY)	55 N LOCUST ST	K&S ROOFING LLC	REROOF-RUBBER ROOFING	45,000.00	337.50		Yes -If yes attach report		No	Zone AE	Yes-Elevation Cert. Not Required	
75509	Fosters Marketing Group	57 E Main St		Masonry-Brick Repair Outside of Building	2,000.00	19.00				Yes		No	
75506	Battle Green Holdings	66 Raella Lane - Parcel # 3-33-1.2	PROSPIAN T, INC	Greenhouse 96'x150' Medical Cannabis Grow Facility	4,400,000.00	15,400.00	A Commercial Property			No		No	
75502	Mizu Japanese Steakhouse	221 S Kanawha St	Fire Safety Products	Restaurant, Interior Renonvations, Hood & Fire Suppression System, Signage 5'x10'	81,600.00	530.40	A Commercial Property		5/6/2022	Yes		No	
75500	ZEPHYR PROPERTIES	151 FAYETTE ST		INTERIOR RENO; WINDOW S & PAINTING EXTERIOR	150,000.00	825.00		No		No		No	
					4,685,350.00	17,176.03							

Group Total: 6

Group: Demolition

75520	Brittni Conley	176 Wood St		Demolition Basement Flood-Drywall & Trim	0.00	20.00		No		No	Zone AE	Yes-Elevation Cert. Not Required	
					0.00	20.00							

Group Total: 1

Group: Residential (non-commercial)

75518	Robert Hinchman	200 Randolph St		Gutters New	300.00	10.00				No		No	
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				Porch Post									
75514	PAULA MUSICK POTTS	140 CAMDEN AVE		(6) WINDOW REPLACE MENT & INSIDE PAINTING / REMOVE CARPET/ LINOLEUM KITCHEN FLOORING	1,000.00	11.00				No		No	
75515	JOHN REGER	104 S FLORIDA ST	RELIABLE ROOFING & SHEET METAL	REMOVE & REPLACE SHINGLES	18,728.87	206.00		Yes -If yes attach report		Yes		No	
75513	MARGARET POSEY	69 S FLORIDA ST	LIGHT'S MASONRY	FRONT STEPS (46 1/2" WIDE); SIDE STEPS (56 1/2" WIDE) - WOOD	7,000.00	77.00		No	5/13/2022	Yes		No	
75512	Dave Godwin	109 Island Ave	SUPERIOR ENVIROMENTAL	Re-Roof Shingles	23,000.00	207.00		Yes -If yes attach report		Yes		No	
75511	Tim Troxell	115 Wood St		Rmove Paneling, Remove Windows & Walls from front porch. Drywall Repair	2,000.00	22.00		No		No	Zone AE	Yes-Elevation Cert. Not Required	
75510	Brian Hollen	14 Green St	POWERS CONSTRUCTION	Front Stoop Replacement 38"x58"	2,500.00	27.50			5/6/2022	No	Zone AE	Yes-Elevation Cert. Not Required	
75507	Steven Collett	22 Lincoln Way	NORTH CENTRAL BUILDERS LLC	Re-Roof Wooden Shakes to Asphalt Shingles	24,000.00	216.00		No		No		No	
75505	Kim Grogg	22 Bogges St	HOWARD CUTRIGHT	Enclose Existing Carport for Living Space	10,400.00	114.40	B2 Single Family Residential (500 sq ft)		4/27/2022	No		No	
75504	Brian Williams	111 Fayette St		Shed 8'x10' with Electric	2,500.00	27.50	B2 Single Family Residential (500 sq ft)		5/6/2022	No		No	
75503	Thomas Brown	35 Upper Dr	Superior Home Improvements	Re-Roof Shingles-Asbestos Insp Attached	4,500.00	49.50		Yes -If yes attach report		No		No	
75501	George Blake	29 Central Ave	Crites Electric, Inc.	Generator Install on 30"x52" Concrete Pad	7,689.00	84.58	B2 Single Family Residential (500 sq ft)		4/27/2022	Yes		No	
					103,617.87	1,052.48							

Group Total: 12

Group: Residential Electrical Fee

75504	Brian Williams	111 Fayette St		Shed 8'x10' with Electric	2,500.00	100.00	B2 Single Family Residential (500 sq ft)		5/6/2022	No		No	
75505	Kim Grogg	22 Bogges s St	HOWARD CUTRIGHT	Enclose Existing Carport for Living Space	10,400.00	100.00	B2 Single Family Residential (500 sq ft)		4/27/2022	No		No	
75501	George Blake	29 Central Ave	Crites Electric, Inc.	Generator Install on 30"x52" Concrete Pad	7,689.00	100.00	B2 Single Family Residential (500 sq ft)		4/27/2022	Yes		No	
					20,589.00	300.00							

Group Total: 3

Group: Zoning Application Fee

75513	MARGARET POSEY	69 S FLORIDA ST	LIGHT'S MASONRY	FRONT STEPS (46 1/2" WIDE); SIDE STEPS (56 1/2" WIDE) - WOOD	7,000.00	20.00		No	5/13/2022	Yes		No	
75510	Brian Hollen	14 Green St	POWERS CONSTRUCTION	Front Stoop Replacement 38"x58"	2,500.00	20.00			5/6/2022	No	Zone AE	Yes-Elevation Cert. Not Required	
75504	Brian Williams	111 Fayette St		Shed 8'x10' with Electric	2,500.00	20.00	B2 Single Family Residential (500 sq ft)		5/6/2022	No		No	
75505	Kim Grogg	22 Bogges s St	HOWARD CUTRIGHT	Enclose Existing Carport for Living Space	10,400.00	20.00	B2 Single Family Residential (500 sq ft)		4/27/2022	No		No	
75506	Battle Green Holdings	66 Raella Lane - Parcel # 3-33-1.2	PROSPIANT, INC	Greenhouse 96'x150' Medical Cannabis Grow Facility	4,400,000.00	20.00	A Commercial Property			No		No	
75501	George Blake	29 Central Ave	Crites Electric, Inc.	Generator Install on 30"x52" Concrete Pad	7,689.00	20.00	B2 Single Family Residential (500 sq ft)		4/27/2022	Yes		No	
					4,430,089.00	120.00							

Group Total: 6

					13,723,745.87	19,638.51							
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E.3 Approval of Payment of the Bills

General Fund Payment of Bills MAY 1-16 2022 CITY COUNCIL MEETING 5-17-2022

- \$10,000.00 – WV STRAWBERRY FESTIVAL ASSOC. – CONTRIBUTION PER CITY COUNCIL
- \$7,200.00- SEALCOAT CONCEPTS- CURB & LOT 3 PAINTING
- \$1,561.56 – VALLEY STEEL SERVICE- STEEL FOR STREET SIGNS
- \$11,975.00 – DAVID DAVIS HEATING – CAC DEPOSIT ON BASEMENT SYSTEM
- \$6,410.60 – GEORGE L WILSON – CAC- DOOR & HARDWARE
- \$1,932.61 – SHERWIN WILLIAMS-ELKINS – PRIMER & PAINT FOR CAC
- \$30,390.41 – MICHAEL W. ASH – FEMA GRANT #2 BROOKE STREET LIFT STATION, VICKSBURG LIFT STATION GENERATOR SET
- \$36,062.50 – TRI-COUNTY ELECTRIC – SET GENERATOR AT RAW WATER INTAKE

05-16-2022 04:49 PM		DISBURSEMENT 5-01-22 TO 5-16-22			PAGE: 1
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	FLYNN BOWEN INC	409-218-00	MAYOR'S POSTAGE	PERMIT PSTG BALANCE MAY 20	613.07
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF MAY 2022 HEALTH INS	1,194.00
		409-105-00	MAYOR'S INSURANCE	GF MAY 2022 RETIREE'S SUBS	96.00
	STEPTOE & JOHNSON PLLC	409-341-00	MAYOR'S SUPPLIES & M	EMPLOYER INVESTIGATION 3/3	403.50
		409-341-00	MAYOR'S SUPPLIES & M	EMPLOYEE HANDBOOK 3/31/22	495.00
	WV STRAWBERRY FESTIVAL ASSOC	409-341-05	EVENT/FIREWORK EXPEN	CONTRIBUTION PER COUNCIL	10,000.00
	CHARLES GIBSON LIBRARY	409-341-00	MAYOR'S SUPPLIES & M	STOP PYMT FEE ON A LIBRARY	25.00
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	APRIL 2022 CREDIT CARD FEE	1,207.28
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	40.98
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	9.58
	KOMAX LLC	409-218-00	MAYOR'S POSTAGE	INK CART; SEALING SOLUTION	45.58
	TRAVELERS INSURANCE	409-223-00	PROFESSIONAL SERVICE	SUMMONS LAURA FOULKS	2,255.00
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	672.55
			TOTAL:	17,057.54	
COUNCIL	INTERNAL REVENUE SERVICE	410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	11.21
		410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	2.62
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	180.00
			TOTAL:	193.83	
TREASURER	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF MAY 2022 HEALTH INS	2.00
		413-105-00	TREASURER'S GROUP IN	GF MAY 2022 RETIREE'S SUBS	48.00
	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			5/01/2022 - 5/16/2022	313.18
			TOTAL:	387.14	
CITY ATTORNEY	WV PUBLIC EMPLOYEES INSURANC	417-105-00	CITY ATTORNEY INSURA	GF MAY 2022 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			5/01/2022 - 5/16/2022	523.73
				TOTAL:	712.54
CITY ENGINEER	INTERNAL REVENUE SERVICE	420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	48.53
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	11.35
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	775.23
			TOTAL:	835.11	
ZONING	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF MAY 2022 HEALTH INS	271.00
		437-105-00	ZONING HEALTH INS	GF MAY 2022 RETIREE'S SUBS	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
05-16-2022 04:49 PM		DISBURSEMENT 5-01-22 TO 5-16-22			PAGE: 2
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	1,430.15
				TOTAL:	1,858.56
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-230-00	DATA PROCESSING	IT SVC CHG 2-24-22 ENGINEE	42.50
		439-230-00	DATA PROCESSING	IT SERVICE CHARGES; ADAPT	276.88
		439-230-00	DATA PROCESSING	IT SVC CONTRACT & EMAIL MA	266.25
	SUDDENLINK	439-230-00	DATA PROCESSING	CITY HALL INTERNET MAY 202	58.84
				TOTAL:	644.47
CITY HALL	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANC	APR 2022 ALL DEPT UNIFORMS	132.66
	J T MARTIN COMPANY INC	440-216-00	CITY HALL MAINTENANC	CITY HALL FIRE EXTGSR INSP	60.20
		440-216-00	CITY HALL MAINTENANC	RECHG & REPAIR FIRE EXT CT	75.46
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF MAY 2022 HEALTH INS	1.30
		440-105-00	CITY HALL JANITOR IN	GF MAY 2022 RETIREE'S SUBS	48.00
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	89.31
	SUNSET GRAPHICS LLC	440-341-00	CITY HALL SUPPLIES	MAGNETS MAYOR VEHICLE	15.00
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	82.69
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	19.34
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	1,348.46
				TOTAL:	1,872.42
POLICE	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF MAY 2022 HEALTH INS	5,155.00
		700-105-00	POLICE DEPT. GROUP I	GF MAY 2022 RETIREE'S SUBS	432.00
	SUNSET GRAPHICS LLC	700-341-05	POLICE VIPS EXPENSES	EMBROIDERY VIPS SHIRTS	50.00
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	GF APR 2022 COURT FEES	70.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	POLICE COPY LEASE & OVG AP	147.20
	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	6.00
		700-343-00	POLICE DEPT. AUTO SU	23H64V MAINT OLDER CRUISER	6.00
		700-343-00	POLICE DEPT. AUTO SU	23H64Z MAINT OLDER CRUISER	6.00
		700-459-00	POLICE DEPT. NEW EQU	23KN29 2020 POLICE INTERCE	706.76
		700-459-00	POLICE DEPT. NEW EQU	23KN2N 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	BACK UP LOGS	127.50
		700-341-00	POLICE DEPT. MAT & S	MONITOR	250.00
	THE SIGN GUY LLC	700-343-00	POLICE DEPT. AUTO SU	REFLECTIVE STRIPING CAR3	770.00
	LINDA D KIMBLE	700-341-05	POLICE VIPS EXPENSES	PATCHES ON VIPS SHIRTS	15.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,403.52
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	328.24
	WILLIAM COURTNEY	700-214-00	POLICE DEPT. TRAVEL	REIMB TRVL - PITTS TRNING	108.74
	WORLD FUEL SERVICES, INC.	700-343-00	POLICE DEPT. AUTO SU	POLICE FUEL BILL MAY 2022	2,079.26
	UNIFORM OUTFITTERS, LLC.	700-341-05	POLICE VIPS EXPENSES	JACKETS & REFLECT PANEL	675.00
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	23,055.29
				TOTAL:	40,184.84
FIRE	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF MAY 2022 HEALTH INS	3,740.00
		706-105-00	FIRE DEPT. GROUP INS	GF MAY 2022 RETIREE'S SUBS	432.00
	MATHENY MOTOR TRUCK CO	706-343-00	FIRE DEPT. AUTO SUPP	CRANKCASE VENT & TEMP SEN	196.52
	LOWES BUSINESS ACCOUNTS	706-341-00	FIRE DEPT. MATERIAL	PALLET OF BOTTLED WATER	283.80

05-16-2022 04:49 PM		DISBURSEMENT 5-01-22 TO 5-16-22			PAGE: 3	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK JUNE 2022	4,790.11	
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,132.14	
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	264.78	
	ST. JOSEPH HOSPITAL FOUNDATI	706-341-00	FIRE DEPT. MATERIAL	MEDICAL SUPPLIES	82.28	
		706-341-00	FIRE DEPT. MATERIAL	MEDICAL SUPPLIES	18.01	
		706-341-00	FIRE DEPT. MATERIAL	MEDICAL SUPPLIES	1.45	
	NEWLONS INTERNATIONAL SALES	706-343-00	FIRE DEPT. AUTO SUPP	SENSORS FOR ENGINE 1	140.48	
		706-343-00	FIRE DEPT. AUTO SUPP	SENSORS FOR ENGINE 1	133.37	
	WORLD FUEL SERVICES, INC.	706-343-00	FIRE DEPT. AUTO SUPP	FIRE FUEL BILL MAY 2022	1,250.29	
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	18,319.95	
				TOTAL:	30,785.18	
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110123905108 25 N LOCUST S	9.13	
		750-213-00	STREET DEPT. UTILITI	110148156588 RT 6 395 MUDL	492.15	
		750-213-00	STREET DEPT. UTILITI	110148255778 395 MUDLICK R	648.50	
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	APR 2022 ALL DEPT UNIFORMS	615.66	
	WV PAGING	750-213-00	STREET DEPT. UTILITI	STREET DEPT PAGERS MAY 202	23.00	
	RITE-WAY HEATING & PLUMBING	750-458-05	STREET DEPT PROJECTS	WATER & SEWER MATRLS BANK	1.13	
		750-458-05	STREET DEPT PROJECTS	WATER & SEWER MATRLS BANK	944.86	
		750-458-05	STREET DEPT PROJECTS	WATER & SEWER MATRLS BANK	69.73	
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF MAY 2022 HEALTH INS	3,770.00	
		750-105-00	STREET DEPT. GROUP I	GF MAY 2022 RETIREE'S SUBS	384.00	
	AUTO ZONE	750-343-00	STREET DEPT. AUTO SU	STUDS & NUTS FOR ROLLER	4.25	
		750-343-00	STREET DEPT. AUTO SU	STUDS & NUTS FOR ROLLER	59.95	
	SEALCOAT CONCEPTS LLC	750-341-00	STREET DEPT. MAT & S	CURB & LOT 3 PAINTING	2,600.00	
		750-341-00	STREET DEPT. MAT & S	CURB & LOT 3 PAINTING	4,600.00	
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	22WCNZ 2019 RAM 1500	635.79	
		750-459-00	STREET DEPT. CAPITAL	22WGHW 5500 CHASSIS DUMP T	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	
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,028.75	
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	240.59	
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERTY PAYMENT MUDL	MAY 2022 PUBLIC WRKS BLDG	9,774.80	
	WORLD FUEL SERVICES, INC.	750-343-00	STREET DEPT. AUTO SU	STREET FUEL BILL MAY 2022	2,554.18	
	IDENTOGO	750-341-00	STREET DEPT. MAT & S	BACKGRND CK CALEB LIGGETT	32.50	
	**PAYROLL EXPENSES			5/01/2022 - 5/16/2022	16,621.66	
				TOTAL:	47,446.42	
	STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	5,454.14
		751-213-00	STREET LIGHTS	110 151 101 430 99 W. MAIN	102.34	
				TOTAL:	5,556.48	
TRAFFIC SIGNALS & SIGN MON POWER		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT. 119	41.17	
		752-213-00	TRAFFIC SIGNALS POWE	110088985624 RT. 20 BKN C	48.87	
		752-213-00	TRAFFIC SIGNALS POWE	110081822063 W. MAIN ST	19.50	
		752-213-00	TRAFFIC SIGNALS POWE	110088820243 MAIN ST	34.65	
		752-213-00	TRAFFIC SIGNALS POWE	110080768291 E. MAIN ST	25.66	
	VALLEY STEEL SERVICE	752-230-00	SIGNS & SIGNALS	STEEL FOR STREET SIGNS	1,422.84	
		752-230-00	SIGNS & SIGNALS	STEEL FOR STREET SIGNS	138.72	
	NAPA-AMTOWER AUTO SUPPLY	752-230-00	SIGNS & SIGNALS	PRIMER & THINNER ST. SIGN	138.48	
				TOTAL:	1,869.89	
	ARTS-THEATRE	MON POWER	906-450-01	THEATRE BLDG	110122154542 48 E. MAIN ST	150.79
		MOUNTAINEER GAS COMPANY	906-216-00	THEATRE MAINTENANCE/	268704-483167 48 E. MAIN S	61.52

E.4 Approval Appointment of Brett Miller to the Charles Gibson Library Board- Unexpired Term of Bill O’Brien Ending 06/30/2024

Motion Reger/Rylands to approve the consent agenda. Motion carried.

F. Strategic Issues for Discussion and/or Vote:

F.1 Approval Ordinance No. 456 Establishment of the Buckhannon Parks and Recreation Advisory Board 2nd and Final Reading.

Council Bucklew asked if this ordinance eliminates the Stockert Youth & Community Center Board. Mayor Skinner stated it does not, but that he is considering it if it is possible. He feels the it may be redundant to keep both boards.

Motion Rylands/Thomas to approve Ordinance No. 456 Buckhannon Parks and Recreation Advisory Board on second and final reading. Motion carried.

ORDINANCE NO. 456 OF THE CITY OF BUCKHANNON, AN ORDINANCE ESTABLISHING THE BUCKHANNON PARKS AND RECREATION ADVISORY BOARD; SETTING THE NUMBER AND QUALIFICATIONS OF BOARD MEMBERS; ENUMERATING ITS RESPONSIBILITIES AND SETTING ITS AUTHORITY, INCLUDING ITS AUTHORITY TO ADVISE ON MANAGEMENT OF THE STOCKERT YOUTH AND COMMUNITY CENTER; AND ESTABLISHING THAT BOARD MEMBERS SERVE AT-WILL AND NOT FOR A TERM

WHEREAS, the Council of the City of Buckhannon through multiple ordinances enacted over the years, and through deed of purchase and dedication, has acquired a number of properties throughout the city for the purposes of establishing and maintaining city parks, or other facilities in addition to parks who are intended for the recreational use of residents of and visitors to the City of Buckhannon; and,

WHEREAS, the City Council now deems it to be reasonable, necessary and appropriate to establish an advisory board to assist the administration of the city in the management of the said city parkland and recreational properties; and,

WHEREAS, the City Council intends that the board established by this Ordinance shall only be an advisory board, without the powers or authority granted to Parks and Recreation Commissions pursuant to Chapter 8, Article 21 of the Code of West Virginia, 1931, as amended, which powers and authority the City Council expressly retains to itself.

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

ARTICLE I - COMPOSITION OF THE BUCKHANNON PARKS AND RECREATION ADVISORY BOARD. COMPENSATION. CONDUCT OF MEETINGS:

(A) A Board of seven (7) members, appointed by the Council of the City of Buckhannon, is established to advise the City Council and the City's administrative staff in its management and operation of the City's park and recreation properties. Each Board member shall serve at the will and pleasure of the Council. The Council may fill vacancies on the Board as frequently as they may arise; however, the term of each Board member shall expire at 11:59 p.m. each June 30, or thereafter upon appointment of his or her successor. Each seat on the Board shall be subject to reappointment by the Council on or after July 1, annually.

(B) Board members are not required to be residents of the City of Buckhannon, but shall be residents of Upshur County, West Virginia.

(C) Board members will not be monetarily compensated for their service on the Board; however, they shall be entitled to reimbursement for their expenses as are approved in advance by the Board.

(D) The Board shall conduct itself as a public agency, observing the requirements of open meetings laws, ethics acts, and other directives the City of Buckhannon is required to observe. The Board may establish its own rules of procedure, including setting the frequency of its meetings (which frequency shall

be no less than annually), provided that those rules are written and are ratified by the City Council. The Board may establish its own subcommittees as it deems necessary and proper.

ARTICLE II – DUTIES OF THE BOARD:

(A) The Board shall recommend policies with respect to the use of the City's parks and the Stockert Youth and Community Center, including policies regarding usage fees, priorities of use, the establishment of form agreements, and operating guidelines; *Provided*, that the City of Buckhannon will have first priority in use of any of the aforesaid parks or of the Stockert Youth and Community Center, and will be exempt from the payment of any facility rental fees. Policies recommended by the Board shall be subject to the approval or ratification of the City Council, which approval or ratification may be by motion and recorded in the minutes of the Council.

(B) The Board may recommend to the City Council such matters, such as the hiring of full- and part-time staff and capital improvements, that it may deem advisable. The City Council reserves to itself the power to approve or disapprove such recommendations.

(C) The City of Buckhannon, acting through its City Council, shall approve or disapprove all expenditures for its parks and for the Stockert Youth and Community Center, and all revenue generated by the Board's operation of the said parks or the said Stockert Youth and Community Center shall be remitted to the City of Buckhannon.

(D) The Board may negotiate agreements with donors, which agreements may include the right of a donor to direct the naming of facilities within the aforesaid properties pursuant to the terms thereof; however, any such donor agreement is subject to the final approval or ratification of the City Council.

(E) The Board may not under any condition enjoy a separate corporate entity apart from the City of Buckhannon; it may not take title to real or personal property in its name, nor in the name of the City; it may not collect revenue separately from the City; it may not hire, fire, promote, or discipline any employee; nor may it enjoy management or control of any City property separately from the City of Buckhannon acting through its City Council.

ARTICLE III – CLARIFICATION OF MUNICIPAL INTENT

(A) The City Council, for purposes of clarity, establishes its intent that the Board established herein is not a "Board of Park and Recreation Commissioners" as that term is used in Chapter 8, Article 21 of the Code of West Virginia, 1931, as amended.

(B) The City Council reserves to itself all powers enumerated to boards of park and recreation commissioners in Chapter 8, Article 21 of the Code of West Virginia, 1931, as amended, and states – for purposes of clarity – that the Board established in this ordinance is an advisory board only.

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

FIRST READING:

May 5, 2022

SECOND READING, PASSAGE AND ADOPTION:

May 17, 2022

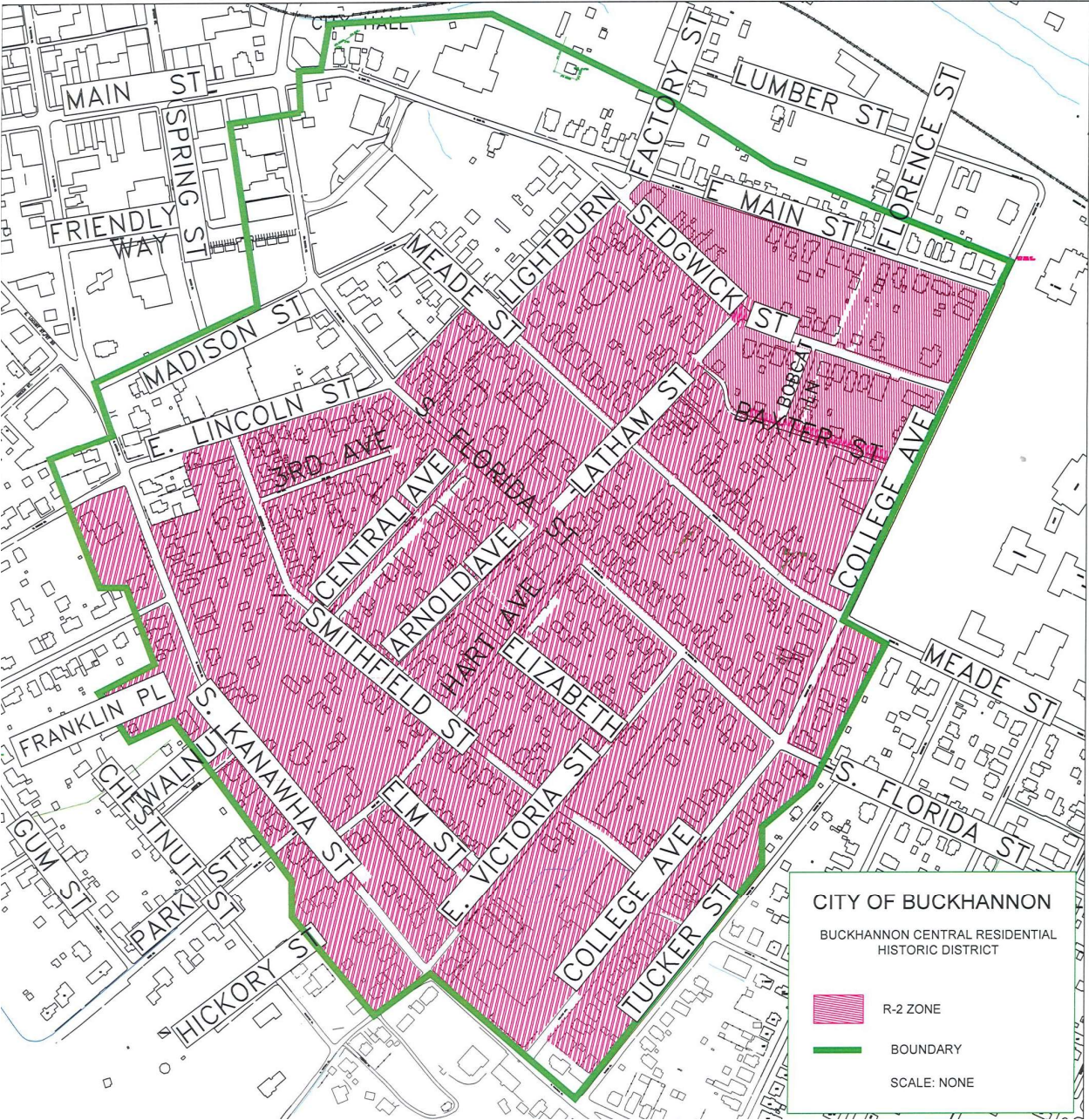
Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 456 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on May 17, 2022.

Randall H. Sanders, City Recorder

F.2 Approval Ordinance No. 457 Amending Zoning Ordinance No. 244 Section 502 (a) to include the placement of certain condominiums or unit property within the R-2 General Residential District A Zone 2nd Reading:



Mr. O'Neill explained the map indicates where the Central Residential Historic District is located. Council had expressed that they want to prohibit condominiums located in the Central Residential Historic District. There are three readings required for this ordinance.

ORDINANCE NO. 457 OF THE CITY OF BUCKHANNON, AN ORDINANCE AMENDING ZONING ORDINANCE NO. 244 OF THE CITY OF BUCKHANNON, BY AMENDING SECTION 502(A) THEREOF TO INCLUDE THE PLACEMENT OF CERTAIN CONDOMINIUMS OR UNIT PROPERTY WITHIN CERTAIN PARTS OF THE R-2 GENERAL RESIDENTIAL DISTRICT A, ZONE

WHEREAS, the City of Buckhannon first adopted comprehensive zoning in 1973 pursuant to Ordinance No. 166; and,

WHEREAS, by Ordinance No. 244, the City of Buckhannon established the zoning structure for the City of Buckhannon which is in operation as of the date of this Ordinance; and,

WHEREAS, the said zoning ordinance established multiple residential, commercial, and other zones to manage and promote the development of land within the municipal limits and,

WHEREAS, the R-2 zone was established to promote higher density residential construction than is permitted in the R-1 Single Family Residential District Zone; and,

WHEREAS, Condominium or other unit property are authorized in Chapter 36A of the West Virginia Code; and,

WHEREAS, the establishment of condominium or unit properties are not explicitly addressed within the city's zoning ordinance; and,

WHEREAS, in the interest of clarity, the Planning Commission of the City of Buckhannon specifically recommended to the City Council during the Commission's meeting on April 18, 2022 that the permitted uses within the aforesaid R-2 Zone be modified to clearly include the placement of condominiums or other unit property, as defined in Chapter 36A of the West Virginia Code, as amended; and,

WHEREAS, the Council believes it is reasonable and appropriate, and consistent with the City's Comprehensive Plan, to permit the placement of the said condominium or unit property within the R-2 Zone; and,

WHEREAS, the Council of the City of Buckhannon now deems it to be reasonable and appropriate to adopt the foregoing recommendation of the Planning Commission emanating from the aforesaid April 18, 2022 meeting; and,

WHEREAS, the statutory provisions of West Virginia Code section 8-11-3(8) require that actions of the municipality in the case of planning and zoning be by adoption of an ordinance; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia insofar as the amendments to the City's comprehensive zoning ordinance, being Ordinance No. 244, are concerned.

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

ARTICLE I – AMENDMENT TO ORDINANCE NO. 244, SECTION 502(A):

The Council of the City of Buckhannon does hereby adopt the recommendation of the Planning Commission as emanating from their meeting of April 18, 2022, does find that such recommendation is consistent with the City's Comprehensive Plan, and in so doing does specifically hereby amend Section 502(A) of said Ordinance No. 244 to incorporate the following:

“(16) Condominiums or unit property as defined in Chapter 36A of the West Virginia Code of 1931, as amended: *Provided*, That such condominiums must have an active council, as defined in West Virginia Code 36A-1-2(e): *Provided further*, that no such condominium may be located within the boundaries of the city's designated Central Residential Historic District, as that district may be defined by the City of Buckhannon from time to time.”

ARTICLE II – LIMITATION OF THIS ORDINANCE:

All other provisions of Ordinance No. 244 shall remain in full force and legal effect, except for those provisions which are expressly amended pursuant to the provisions hereof.

ARTICLE III – 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 either as a whole or the provisions thereof which are not specifically determined to be unconstitutional or invalid.

ARTICLE IV - EFFECTIVE DATE: This Ordinance shall be deemed effective thirty (30) days following the third (3rd) reading, public hearing, passage and adoption by the Council of the City of Buckhannon, i.e., July 2, 2022.

FIRST READING:	May 5, 2022
SECOND READING	May 17, 2022
THIRD READING, PUBLIC HEARING, PASSAGE AND ADOPTION:	June 2, 2022

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 457 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on June 2, 2022.

Randall H. Sanders, City Recorder

Motion Sanders/Sines to approve Ordinance 457 amending zoning ordinance 244, section 502 to authorize condominiums in certain areas of Buckhannon on second reading. Motion carried.

G. Comments and Announcements:

- **Bucklew:** Hopes everyone enjoys festival activities.
- **Sines:** Is glad there is some normalcy back and hope everyone enjoys the festival.
- **Sanders:** Reported he will be the Emcee for the Coronation at 6:30 pm and invited the public to attend. WV Agriculture Commissioner-Leonhardt will crown the king and First Lady of WV-Kathy Justice will crown the queen. The Mayor will present the official welcome.

H. Mayor's Comments and Announcements:

- Mayor Skinner reported the opening ceremonies will be held at the Courthouse on Wednesday. Blue Wall Day will be held on Wednesday. Thursday is Jr Royalty parade, Firemen's parade is Friday and the Grand Feature parade will be held Saturday.

I. Adjournment:

Motion Thomas/Reger to adjourn at 7:40 pm. Motion carried.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
