

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

A regular meeting of the Stockert Youth & Community Center Board was held on Thursday, June 2, 2022, at 4:30 p.m., in City Hall Council Chambers with the following in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Absent
Assistant Recorder/Finance Director	Amberle Jenkins	Present
Board Member	Pam Bucklew	Present
Board Member	Sam Nolte	Present - by GTM
Board Member	Tammy Samples	Present
Board Member	Melissa Franke	Present – by GTM
Board Member	Don Nestor	Present
Board Member	Nancy C. Shobe	Present
Board Member	Pamela Martin	Present
SYCC Executive Director	Debora Brockleman	Present
MyBuckhannon	Katie Kuba	Present

To participate in a Utility Board meeting virtually, regular participants, members of the media, and members of the public were invited to contact City Hall at 304-472-1651 for the GoToMeeting link/access.

*City of Buckhannon Stockert Youth & Community Center
Board of Directors Meeting – 4:30 pm in City Hall Council Chambers
Meeting Agenda for Thursday, June 2, 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
 - C. Financial Report
 - D. Department Report- Debora Brockleman
 - D.1 Staff Report: Upcoming Events and Current Programs
 - E. Correspondence & Information
 - E.1 Proclamation 2022 Service to Youth Champion Award-Christina Romine
 - E.2 Ordinance No. 456 Establishment of the Buckhannon Parks and Recreation Advisory Board
 - E.3 Letter from David McCauley-Gift Supporting to SYCC Capital Campaign
 - F. Consent Agenda
 - F.1 Approval of Minutes: 05/05/22
 - G. Strategic Issues for discussion and vote
 - G.1 Continued Discussion Multi-Purpose Building/Gym-Building Options/Cost/Envision
 - G.2 Discussion- Agreements with Outside Agencies for Use of Space
 - H. Board Members Comments and Announcements
 - I. Adjournment
- Posted 05/27/2022

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

Mayor Skinner opened the meeting by explaining recent comments he made in reference to replacing the SYCC Board with the soon to be appointed, Parks and Recreation Advisory Board. He explained that since a Parks and Recreation Advisory Board is being created by City Council, he saw no utility in also keeping the SYCC Board. In his thoughts, they would serve much the same purpose. Since then, through research by City Attorney O’Neill and conversations with David McCauley, it has been determined that a board was created to operate a youth center with funds bequeath through the Joyce Stockert Estate. The order at the courthouse indicates that representatives from the County, College and Board of Education are to serve as well as citizens and City representatives. The City Council, by ordinance created a Stockert Youth Board that consists of those representatives. Over the years there have been revisions to the structure of the board, which added more members to the board. He feels the Board structure is too large. There have been some resignations this year and does not think there should be any reappointments for the

two resignations and that the ordinance should be revised to reduce the number of members. Once the new SYCC multipurpose building is operational the SYCC Board should have control of the programming in the youth center, but the Parks and Recreation Board should have oversight of the new facility as with other city recreation facilities. The new facility will have a multi-purpose area that will serve the youth and community in various activities. It is expected that the Parks and Recreation Board will hire a director. There have been a few revisions to the Board members had several comments, concerns and questions:

- 1. Where did the decision come from to create a Parks & Recreation Board? Mayor Skinner explained that the Planning Commission suggested development of a Parks and Recreation Board, primarily to help in the planning of recreation facilities as well as being consistent maintenance of the facilities.
- 2. Isn't Consolidated Public Works Board supposed to be in charge of the parks? Some feel the park facilities are not getting the attention they need. There are no long term plans for the parks.
- 3. How much use of the facility will be SYCC programs have? City will have first priority. The County already has a Parks and Recreation Director, is that a duplication of service? The County was approached to possibly share resources, but the County felt their employees would not be able to manage both county and city recreation facilities.

Board Members were concerned about the wording of the ordinance that created the P&R Advisory Board. It indicates the P&R Advisory Board would control and manage the SYCC programs.

Board Members were also concerned that they had not been made aware of the thoughts to eliminate the SYCC Board.

Mayor Skinner will ask Attorney O'Neill to look at the ordinance wording to clarify facility management.

Mayor clarified questions about priority of use of facility. According to the ordinance, the city will have first use of the new facility. P&R would not have control of the old SYCC building.

There was a lengthy discussion of how scheduling and coordination of the new facility would work and concerns that there could be conflicts.

B. Recognized Guests:

B.1 None

C. Financial Report: Mrs. Jenkins presented the following information:

McCauley, David in				put in SYCC savings 5-	
02/16/2021	honor Toots Bennett	777625	\$ 200.00	\$ 200.00	26-21
03/31/2021	book interest 3/31/21		\$ 20.40	\$ 20.40	
06/30/2021	book interest 6/30/21		\$ 20.65	\$ 20.65	
09/30/2021	book interest 9/30/21		\$ 20.88	\$ 20.88	
			\$ 276,129.18		
09/27/2021	Tolliver, Melissa		\$ 60.00		
10/19/2021	McCauley, David		\$ 100.00		
11/12/2021	McCauley, David		\$ 100.00		
12/22/2021	Weyhaeuser		\$ 2,500.00		
12/29/2021	Martin, Pamela		\$ 200.00		
				put in SYCC savings 2-	
01/03/2022	McCauley, David		\$ 100.00	\$ 3,060.00	7-22
04/05/2022	McCauley, David		\$ 100.00	\$ 100.00	
12/31/2021	interest Oc-Dec 21		\$ 20.88	\$ 20.88	
	Int Feb 3.00,Jan				
03/17/2022	3.33,Dec 3.32			\$ 9.65	
04/29/2022	bw3'S SYCC Cap Camp		\$ 2,156.00	\$ 2,156.00	
05/02/2022	McCauley, David		\$ 100.00	\$ 100.00	
05/16/2022			\$ 500.00	\$ 500.00	
capital campaign		\$ 434,367.75			
Contributions					
				D Thomas Pledge not	
				\$12,000.00 received yet	
Total receive	\$	434,367.75			
with pledges	\$	446,367.75		\$12,000.00	

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	162,000	11,535.69	149,769.61	0.00	12,230.39	92.45
001-907-103-00 CAMP BUCANNEER SALARIES	24,000	1,885.96	20,392.66	0.00	3,607.34	84.97
001-907-103-01 SYC BUS DRIVERS	1,000	0.00	450.00	0.00	550.00	45.00
001-907-104-00 FICA TAX	13,500	1,026.80	13,051.52	0.00	448.48	96.68
001-907-105-00 GROUP INSURANCE	27,950	2,067.00	25,616.48	0.00	2,333.52	91.65
001-907-106-00 GROUP RETIREMENT	11,300	858.09	10,352.97	0.00	947.03	91.62
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	239,750	17,373.54	219,633.24	0.00	20,116.76	91.61
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	3,600	248.60	2,922.71	0.00	677.29	81.19
001-907-213-00 UTILITIES	20,600	1,433.02	17,724.22	0.00	2,875.78	86.04
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	7,000	429.89	8,560.55	0.00	1,560.55	122.29
001-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.00
001-907-221-00 TRAINING	275	0.00	0.00	0.00	275.00	0.00
001-907-226-00 INSURANCE & BONDS	13,000	0.00	7,554.62	0.00	5,445.38	58.11
001-907-230-00 SYC CONTRACTURAL BUS SER	0	0.00	0.00	0.00	0.00	0.00
001-907-230-01 WORK STUDY/AMERICORP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	45,225	2,111.51	36,762.10	0.00	8,462.90	81.29
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	6,000	179.19	4,692.58	0.00	1,307.42	78.21
001-907-341-01 OPERATING EXPENSES	2,500	279.92	2,306.54	0.00	193.46	92.26
001-907-343-00 SYC AUTO SUPPLIES	11,000	1,092.50	7,978.40	0.00	3,021.60	72.53
001-907-354-00 DRILL TEAM	5,000	0.00	4,863.90	0.00	136.10	97.28
001-907-355-00 DANCE TEAM	0	0.00	0.00	0.00	0.00	0.00
001-907-356-00 YOUTH BASKETBALL	13,000	0.00	9,484.71	0.00	3,515.29	72.96
001-907-357-00 TUTORING	250	0.00	0.00	0.00	250.00	0.00
001-907-358-00 MISC. DANCE/PARTIES	500	0.00	0.00	0.00	500.00	0.00
001-907-359-00 ART/DRAMA PROGRAM	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-360-00 CAMP BUCANNEER SUPPLIES	4,500	0.00	739.59	77.22	3,683.19	18.15
001-907-361-00 AFTER SCHOOL SUPPLIES	6,000	971.15	5,432.17	0.00	567.83	90.54
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-907-363-00 KARATE CLASS INSTRUCTION	1,900	240.00	1,886.00	0.00	14.00	99.26
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
001-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-907-366-00 FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
001-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-907-368-00 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-907-368-01 ZUMBA	1,500	44.00	1,112.00	0.00	388.00	74.13
001-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	0.00	0.00	0.00	2,000.00	0.00
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	55,150	2,806.76	38,495.89	77.22	16,576.89	69.94

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
001-907-458-01 SYC CHILDRENS FESTIVAL	1,250	119.99	739.11	0.00	510.89	59.13
001-907-458-02 SYCC BUILDING	38,400	0.00	15,000.00	0.00	23,400.00	39.06
001-907-459-00 CAPITAL OUTLAY	59,500	0.00	49,629.02	0.00	9,870.98	83.41
001-907-459-01 SYCC CAPITOL PROPERTY PUR	149,000	0.00	149,000.00	0.00	0.00	100.00
001-907-477-00 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	248,150	119.99	214,368.13	0.00	33,781.87	86.39

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

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001-GENERAL FUND

% OF YEAR COMPLETED: 91.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CHARGES FOR SERVICES						
001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	65,000.00	0.00	20,000.00	144.44
001-362-000-01 SYC UTILITY REVENUE	2,500	179.00	1,999.00	0.00	501.00	79.96
001-362-000-02 SYC CAMP BUCANNEER FEES	18,200	0.00	8,584.50	0.00	9,615.50	47.17
001-362-000-03 SYC DRILL TEAM FEES	4,500	0.00	4,469.01	0.00	30.99	99.31
001-362-000-04 SYC BASKETBALL FEES	20,000	70.00	13,727.00	0.00	6,273.00	68.64
001-362-000-05 SYC ROOM RENTAL FEES	6,000	195.00	6,355.00	0.00	355.00	105.92
001-362-000-06 SYC ART/DRAMA FEES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-07 SYC AFTER SCHOOL FEES	35,000	30,250.50	287,262.89	0.00	252,262.89	820.75
001-362-000-08 SYC DRINK/SNACK MACHINE	0	0.00	538.36	0.00	538.36	0.00
001-362-000-09 SYC DONATIONS	14,000	600.00	17,916.00	0.00	3,916.00	127.97
001-362-000-10 SYC KARATE FEES	1,400	120.00	2,070.00	0.00	670.00	147.86
001-362-000-11 RED RIBBON WEEK	0	0.00	0.00	0.00	0.00	0.00
001-362-000-12 SYC GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-362-000-13 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-362-000-14 SYC BINGO FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
001-362-000-15 SYC CHILDRENS FESTIVAL DO	0	0.00	350.00	0.00	350.00	0.00
001-362-000-16 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-17 ZUMBA REVENUE	2,000	55.00	1,165.00	0.00	835.00	58.25
001-362-000-18 YOGA FITNESS CLASS REVENU	0	0.00	0.00	0.00	0.00	0.00
001-362-000-19 GUITAR LESSONS REVENUE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-20 SYC MISC ACTV REVENUE ITI	0	0.00	9,000.00	0.00	9,000.00	0.00
001-362-000-99 SYC BEQUEST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	148,600	31,469.50	418,436.76	0.00	269,836.76	281.59

Mrs. Jenkins reported that she is presenting a budget revision before City Council this evening. The SYCC budget will be over in salary expenses. Items not expensed and that will also be adjusted are “work study and fundraisers”.

Board Member Shobe asked if any of the excess receipts coming in this fiscal year could be placed in the capital campaign. Mrs. Jenkins will look at the actual balance on hand at July 1st.

Motion Shobe/Nestor to accept the financial report as submitted. Motion carried.

D. Department Report-Debora Brockleman:

D.1 Staff Report-Upcoming Events and Current Programs-Director Brockleman presented and explained the following:

SYCC Board of Directors Meeting
June 2, 2022
Staff Report

- Camp Buccaneer registrations are now full and on a wait list
- We have activities and field trips planned for Camp Buccaneer. Schedule attached
- We are also getting a few new staff hired and trained for summer. They will be fingerprinted and drug tested before beginning employment.
- We had the **Family Fun Night** at SYCC on Tuesday May 17, it was very well attended.
- We had a group of kids, from the after school program, walk with us in the parade and handed out candy. We won 1st place for Misc group in the Jr Royal parade. Our drill team won 3rd place in twirling group and participated in the Grand Feature parade
- The craft show seemed to be very well attended. We had good comments about be here next year and are excited for our new building as they like the location.
- Our “new” bus came in handy with the WVSF this year as they use our driver(s) to shuttle special guest visitors around our city and county.
- The after school program will ended on May 27 and Camp will begin on June 6 and run through Aug 5, 2022.
- Our 2022 Service to Youth Champion was Christina Romine. She was surprised and very appreciative
- On June 11 we will be hosting the Buckhannonacon at SYCC

Building use (long term)

We currently have the BOE using space on the third floor at SYCC. In 2019 we had an agreement for one classroom for the then PALS program. In 2021 they added the Alternative School and a re-organized PALS program. I have talked with the Superintendent, Dr. Sara Stankus and she agrees they need to do an agreement every year they continue to use our space. I have attached a copy of the 2019 agreement and a rough draft MOU for this upcoming school year which is also attached for your input.

We also have the Family Resource Network using office space in our building since the beginning of SYC. There is not a year to year agreement with FRN.

The Board also discussed a draft agreement (see G.2 below).

The Board discussed the recent Strawberry Festival. Several positive comments were made on the layout of the vendors and carnival this year. Extra tables and lighting would benefit the Jawbone Park.

E. Correspondence & Information

E.1 Proclamation 2022 Service to Youth Champion Award-Christina Romine

MAYOR’S PROCLAMATION

WHEREAS, our City’s Stockert Youth & Community Center’s Board of Directors resolved during 2008, to annually honor the service of extraordinary persons who have given selflessly while dedicating their lives to the service of the youth of our Buckhannon-Upshur community by bestowing the Service to Youth Champion award; and,

WHEREAS, during 2008, the first SYCC “Service to Youth Champion” honoree was **Patty Muncy**, followed by **Cathy McCauley** in 2009, **Dr. Rob Rupp** in 2010, **Don Nestor** in 2011, **Joyce Harris-Thacker** in 2012, **Linda Riegel** in 2013, **Sam Nolte** in 2014, **Dr. Sara Stankus** in 2015, **Jason Westfall** in 2016; **Craig Presar** in 2017; **Roy Wager** & special honorees, **Roy Law & Troy “Buddy” Brady** all in 2018; **Larry Carter** in 2019; **Jenny Lilly** in 2021; and

WHEREAS, the City of Buckhannon by its Stockert Youth & Community Center's Board of Directors further resolved thereafter to annually honor others who have performed extraordinary service for the children of our community, and in so doing to recognize those persons who have substantially contributed to the high quality of life enjoyed by our B-U community's residents, during a celebration to be known as "Service to Youth Day," celebrated each year on Junior Royalty Day Thursday during West Virginia Strawberry Festival week; and,

WHEREAS, the City has selected **Christina Romine** as our SYCC's 15th Service to Youth Champion, & our City is now proud & privileged to honor & celebrate the many contributions benefiting our community's children, thanks to **Christina Romine**, who has long served as the part-time custodian for SYCC as a fixer of anything broken, a finder of anything missing, a friend to any child needing to talk, a source of wisdom during SYCC morning meetings, offering thoughtful advice & insight, and supports all SYCC's endeavors; and,

WHEREAS, during a ceremony to be conducted at the Stockert Youth & Community Center in Buckhannon, on Tuesday, May 17, 2022 at 4:30 p.m., our City will celebrate & recognize service to our youth by all members of our community while honoring **Ms. Christina Romine** as our newest Service to Youth Champion award recipient.

NOW, THEREFORE, I, Robert Skinner III, MAYOR OF BUCKHANNON, pursuant to the power & authority duly vested in me, hereby proclaim Tuesday, May 17, 2022 to be "**SERVICE TO YOUTH DAY**" throughout Buckhannon, & I further proclaim Buckhannon's 2022 recipient of our **Service to Youth Champion** award to be **Christina Romine**. I further urge all residents to join our City's honoree, **Christina Romine**, her family, & me, along with the members of our City & SYCC family, & friends near & far during the presentational ceremony to be conducted at 4:30 p.m. on Tuesday, May 17, 2022 at Stockert Youth & Community Center. May every resident aspire to being passionate about service to our youth just like our 2022 award winner who we now honor & pay tribute to- **Christina Romine**, who shall in perpetuity be recognized on the Service to Youth Champions' bench located in front of our Stockert Youth & Community Center.

Given under my hand & official seal of The City of Buckhannon, this 17th day of May,
2022

Robert N. Skinner III, Mayor
City of Buckhannon

E.2 Ordinance No. 456 Establishment of the Buckhannon Parks and Recreation Advisory Board

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

E.3 Letter from David McCauley-Gift Supporting to SYCC Capital Campaign

David W. McCauley
10 Meade Street
Buckhannon, WV 26201
mccauley@wvwc.edu
tel. (304) 472-3028

April 29, 2022

Buckhannon City Council
City Hall
70 East Main Street
Buckhannon, WV 26201

RE: Stockert Youth & Community Center Capital Campaign – continuing gifts

Dear Council members:

I am very pleased to continue my support of our new multi-purpose building to compliment our Stockert Youth & Community Center. As some of you know, I began my monthly contributions to this project in December of 2016. Over the past five and a half years, I've contributed monthly through my utility bill, but additionally, most months, have also delivered an additional One Hundred Dollars (\$100.00) per month as seed money for our project.

In 2016, my intention was to contribute over time the sum of Five Thousand Dollars (\$5,000.00) to our project recognizing each of my five (5) grandchildren. Well, I've hit that mark now, but I have two newer grandchildren, now aged three (3) and soon five (5). I intend to honor my Sawyer Tripp and Keslyn Jade just as I have honored Colten, Casen, Gianna, Braylee, and Anthony aka A-Dave. This project remains a critical one that will benefit all of the children of our B-U community. I'm aware that some people have given more than I have to date, but frankly, I'm not as financially affluent as other bigger donors, or I would do more. My contributions haven't constituted a mere pledge, but it's been actual money in the bank! Anything I can do to help us get to breaking ground, just say the word. Here's to realizing our amazing new building soon.

Very truly yours,



David W. McCauley

✓ Enclosure – check - \$100

Cc: Amby Jenkins
Jerry Arnold
SYCC Board of Directors

F. Consent Agenda:

F.1 Approval of Minutes: 05/05/22

Motion Samples/Nestor to approve the consent agenda. Motion carried.

G. Strategic Issues for Discussion and Vote:

G.1 Continued Discussion Multi-Purpose Building:

Mayor Skinner reminded the Board that they had asked for the building conception sign that was placed in front of the current SYCC building to be moved and replaced with a picture of the new concept. Director Brockleman will work on this.

Michael Mills will attend City Council meeting on June 16th with a presentation of the new concept.

G.2 Discussion on Draft of Agreement Form for Outside Agencies Use of SYCC Space:

Director Brockleman also explained that there have been a few issues with outside organizations that use the SYCC building. Mrs. Brockleman could not find any written agreements in the past. The groups are welcome to use the facility, but there is some lack of expectations with scheduling and helping with supplies would be appreciated.

Director Brockleman has talked with BOE Superintendent-Stankus, who agrees that agreements should be executed each year.

Director Brockleman has drafted an agreement which she plans to discuss with the City Attorney for his review.

The Board Members will review the draft. This agreement will be placed on the next agenda for action.

*Rough
Draft*

MEMORANDUM OF UNDERSTANDING
BETWEEN
STOCKERT YOUTH & COMMUNITY CENTER
AND
UPSHUR COUNTY SCHOOLS

This MEMORANDUM OF UNDESTANDING (MOU) is hereby made and entered into by and between Stockert Youth Center & Community, hereinafter referred to as "SYCC," and Upshur County Schools, hereinafter referred to as "Upshur Schools."

A. PURPOSE: To provide a location for the PALS program and the Alternative School program.

B. UPSHUR SCHOOLS SHALL:

1. Provide copies of any plans related to building use and areas at SYCC.
2. Provide notice of any changes to said plans.
3. Notify SYC with as much notice as possible of the intent to utilize SYCC for one of the above-mentioned purposes. Upshur Schools understands that SYCC may have pre-scheduled or other activities at this locations, and that SYCC may decline a request for additional use of its facilities.
4. Provide supplies (paper products and hand soap/sanitizer) or reimbursement of said supplies including cleaning personnel and cleaning supplies.
5. Provide copy of Liability Insurance certificate in case of damages to said property.

C. SYC SHALL:

1. Provide space, as available and per pre-designated plan, for an instructional space for above mentioned programs.
2. Provide a key fob for entry into the building. Fob shall be return as soon as school personnel is no longer employed or is assigned to another location. The key shall be returned to the Executive Director of SYCC.

D. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. FREEDOM OF INFORMATION ACT (FOIA). Any information furnished to Upshur Schools under this instrument may be subject to the Freedom of Information Act (5 U.S.C. 552).
2. PARTICIPATION IN SIMILAR ACTIVITIES. This instrument in no way restricts Upshur Schools or SYCC from participating in similar activities with other public or private agencies, organizations, and individuals.
3. COMMENCEMENT/TERMINATION. This MOU takes effect upon the signature of Upshur Schools and SYCC and shall remain in effect until either Upshur Schools or SYCC terminate this MOU with a 60-day written notice to the other.
4. RESPONSIBILITIES OF PARTIES. Upshur Schools and SYCC and their respective agencies and officers will handle their own activities and utilize their own resources, including the expenditure of their own funds, in pursuing these objectives. Each party will carry out its separate activities in a coordinated and mutually beneficial manner.
5. PRINCIPAL CONTACTS. This principal contacts for this instrument are:

Upshur Schools Project Contact

Name: Mendy Stewart, Director of Student Services
Phone: 304-472-5480, ext. 1020
Fax: 304-472-0258
Email: _____

SYCC Project Contact

Name: Debora Brockleman, SYCC Director or Zack Karackhoff, SYCC Program Coordinator
Phone: 304-473-0145
Fax: 304-473-0945
Email: stockertyouth@gmail.com

Upshur Schools Administrative Contact

Name: Dr. Sara Stankus, Superintendent
Phone: 304-472-5480, ext. 1018
Fax: 304-472-0258
Email: sstankus@k12.wv.us

SYC Administrative Contact

Name: Debora Brockleman, SYCC Director
Phone: 304-473-0145
Fax: 304-473-0945
Email: Debora.brockleman@buckhannonwv.org

6. FUND OBLIGATING DOCUMENT. This MOU shall obligate Upshur Schools to obligate or transfer any funds or supplies. This document shall be agreed upon by both parties for reimbursement of funds or supplies. Negotiation, execution, and administration of each such agreement must comply with all applicable statutes and regulations.
7. ESTABLISHMENT OF RESPONSIBILITY. This MOU is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a party against the Governmental Jurisdiction, its agencies, its officers, or any person.
8. AUTHORIZED REPRESENTATIVES. By signature below, the cooperator certifies that the individuals listed in this document as representatives of the cooperator are authorized to act in the respective areas for matters related to this agreement.

THE PARTIES HERETO have executed this instrument.

Upshur Schools

SYCC

DATE

DATE

Witness

DATE

H. Board Member Comments and Announcements:

- **Franke**- Excited about the future of the Center.
- **Bucklew**- Inquired if safety drills are conducted at the facility. Director Brockleman confirmed drills are conducted. Personnel also wear ID badges.
- **Samples**- Asked if visitors are required to be “buzzed” in the building. Brockleman-Yes they must be permitted to come in the building.
- **Nestor**-Appreciates the efforts of everyone. It is all about the youth.
- **Skinner**-Thanks to everyone and their efforts.

There no further business to be conducted, meeting adjourned at 5:50 pm.

Mayor Robert N. Skinner III _____

Recorder Randall H. Sanders _____