STATE OF WEST VIRGINIA; COUNTY OF UPSHUR; CITY OF BUCKHANNON: TO-WIT:

A scheduled meeting of the Consolidated Public Works Board was held at Buckhannon City Hall, 70 East Main Street, on Thursday, July 28, 2022, at 7:30 a.m., with the following in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Board Member	Pamela Bucklew	Present
Board Member	Jack Reger	Present - GTM
Board Member	Mark Waldo	Present - GTM
Board Member	Nancy Shobe	Present
Director of Finance & Admin/Asst Recorder	Amberle Jenkins	Present
Director of Public Works	Jerry Arnold	Present
City Engineer	Jay Hollen	Present
Street Superintendent	Bradley Hawkins	Present
City Attorney	Tom O'Neill	Absent

Guests: Monica Zalaznik, My Buckhannon; Chief Matthew Gregory, Buckhannon Police Department; John Bohman, West Virginia Wesleyan College; Kevin Campbell, Riverfest 6; Chelsea Statton, Evolution Bar – GTM.

City of Buckhannon Consolidated Public Works Board
7:30 a.m. in Council Chambers
Meeting Agenda for Thursday, July 28, 2022

A. Call to Order
- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America
- A.3 Welcome Board Member Jack Reger- City Council

B. Recognized Guest
- B.1 Police Chief Matthew Gregory

C. Department Report
- C.1 Bradley Hawkins

D. Financial Report-Amberle Jenkins
- D.1 June 2022

E. Correspondence and Information
- E.1

F. Consent Agenda
- F.1 Approval of Minutes- Regular Meeting 06/23/2022

G. Strategic Issues for Discussion and/or Vote
- G.1 Request Traffic Flow Adjustments -WVWC Students Move-In Day on 08/20/2022
- G.2 Event Request & Street Closure Block of Hart Ave-Chapel Hill Annual Community Block Party on 08/27/22
- G.3 Event Request & Street Closure-N Kanawha St-Evolution Bar Motorcycle Show on 08/26/22
- G.4 Event Request & Street Closure-N Kanawha St-Evolution Bar Hocus Pocus Party on 09/17/22
- G.5 Discussion/Recommendation to the Revenue Review Committee- Street Department Wages
- G.6 Discussion Security Cameras
- G.7 Event Request-Riverfest 6 at the Poundstone Riverwalk on 08/27/22
- G.8 Authorization to explore Replacement of the Parking Enforcement Vehicle & bring the recommendation to CPWB for approval
- G.9 Request Current Full Time Employee Transfer to Street and Horticulture Departments and Pay Increase to $15.00 per hour

H. Board Members Comments and Announcements

I. Adjournment

Posted 07/22/2022

A. Call to Order - The meeting was called to order by Mayor Skinner who then asked all to join him in a Moment of Silence **(A.1)** and he then led the group in the Pledge to the Flag of the United States of America **(A.2).**

A.3 Mayor Skinner acknowledged and welcomed City Council member Jack Reger to the Consolidated Public Works Board.

B. Recognized Guests

B.1 Police Chief Matthew Gregory - Chief Gregory deferred his comments until G.6 of the Strategic Issues for Discussion and/or Vote part of the agenda.

John Bohman of West Virginia Wesleyan College was recognized and without objection *G.1 Request Traffic Flow Adjustments -WVWC Students Move-In Day on 08/20/2022* was move to the table for discussion and/or vote. Discussion took place on the request.

Dear Mr. Arnold,

RE: Request for altering traffic on August 20, 2022 for West Virginia Wesleyan College New Student Move-in Day.

The college would like to request that Meade Street be temporarily turned into a one-way road beginning at the corner of College & Meade heading towards Camden Avenue on Saturday, August 20 from 7:00AM to 1:00PM in order to reduce traffic congestion for our new students who will be moving into their dorms.

As part of this request, we would like barriers to be put at the corners of Camden & Meade, Meade & College, and Main & College to control traffic. These barriers should be in place from 7:00AM to 12:30PM on August 20, since most students should be moved in by 1:00PM. Mr. Wykoff, if the schedule permits we would like your assistance from the VIPS staff to manage traffic flow.

We will have around 80 fraternity and sorority members assisting our new students with the move-in, some of whom will be placed at the street corners to give directions. I will be present and leading them throughout the morning, and can be reached on my cell phone at 304-642-2001. The 911 center also has my number since I oversee the fraternity houses.

Thank you for reviewing this request to help deal with traffic congestion during the Saturday, August 20 Freshmen Move-in.

With appreciation from West Virginia Wesleyan College and respectfully submitted,

John Bohman
Director of Campus Safety & Security

Motion to approve the traffic flow adjustments, as presented, for the WVWC Students Move-In Day on 08/20/22 was made by Bucklew/Shobe. Motion carried.

Kevin Campbell of the Riverfest 6 Committee was recognized and without objection *G.7 Event Request for the Riverfest 6 at the Poundstone Riverwalk on 08/27/22* was move to the table for discussion and/or vote. A review of the Event Request Form and a discussion took place.

Motion to approve the Event Request for the Riverfest 6 at the Poundstone Riverwalk on 08/27/22 was made by Waldo/Shobe. Motion carried

Chelsea Statton, Evolution Bar was recognized and without objection, *G.3 Event Request & Street Closure-N Kanawha St-Evolution Bar Motorcycle Show on 08/26/22 and G.4 Event Request & Street Closure-N Kanawha St-Evolution Bar Hocus Pocus Party on 09/17/22* were moved to the table for discussion and/or vote.

Ms. Statton noted that she was withdrawing G.4 Event Request & Street Closure-N Kanawha St-Evolution Bar Hocus Pocus Party on 09/17/22 from consideration. She then went over the Event Request for the Evolution Bar Motorcycle Show on 08/26/22 and a discussion with the Board took place.

Motion to approve the Event Request including the temporary street closure of a part of N Kanawha Street for the Evolution Bar Motorcycle Show on 08/26/22, was made by Waldo/Bucklew. Motion carried.

C. Department Report

C.1 Bradley Hawkins - Brad Hawkins reported:

- The Department is working on the North Kanawha Street sidewalks and lights
- They are trimming trees on Marion Street
- Blacktop patching is taking place when the blacktop is available from the Plant
- The bid for the Excavator is out
- Work on the demolition of the Madison Street property is ongoing

A discussion on some of the items took place. No extended follow-up or action was necessary on any.

D. Financial Report - Amberle Jenkins

D.1 June 2022 - Amby presented the June 2022 Financial report.

CONSOLIDATED PUBLIC WORKS BOARD
CITY OF BUCKHANNON
BALANCE SHEET

Balance June 30, 2022

Money market & checking	**$ 170,689.95**
Cemetery CD and savings	**$ 235,257.80**

7-26-2022 07:41 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2022

093-CONSOL PUBLIC WORKS

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
093-340-000-01 DONATION BEAUTIFICATION U	60	6.00	72.00	0.00	(12.00)	120.00
093-340-000-02 DONATION DOG PARK UTL&PRI	60	7.00	84.00	0.00	(24.00)	140.00
093-342-000-00 PARKING METERS LOT 1	0	0.00	0.00	0.00	0.00	0.00
093-342-000-01 PARK.PEN.LOT 1	0	0.00	50.00	0.00	(50.00)	0.00
093-342-000-02 LOT 1 STICKERS	0	0.00	0.00	0.00	0.00	0.00
093-343-000-00 PARKING LOT 2 RENTAL	0	0.00	0.00	0.00	0.00	0.00
093-343-000-01 PARK.PEN.LOT 2	0	0.00	100.00	0.00	(100.00)	0.00
093-343-000-02 STICKERS LOT 2	0	0.00	0.00	0.00	0.00	0.00
093-344-000-00 PARKING METERS LOT 3	0	0.00	0.00	0.00	0.00	0.00
093-344-000-01 PARK.PEN.LOT 3	0	0.00	0.00	0.00	0.00	0.00
093-344-000-02 STICKERS LOT 3	1,500	25.00	1,857.50	0.00	(357.50)	123.83
093-345-000-00 PARKING METERS LOT 4	0	0.00	0.00	0.00	0.00	0.00
093-345-000-01 PARK.PEN.LOT 4	0	0.00	0.00	0.00	0.00	0.00
093-345-000-02 STICKERS LOT 4	0	0.00	0.00	0.00	0.00	0.00
093-346-000-00 PARKING METERS ON STREET	0	0.00	0.00	0.00	0.00	0.00
093-346-000-01 PARK.PEN.ON STREET	9,650	295.00	11,825.00	0.00	(2,175.00)	122.54
093-347-000-00 OPENING & CLOSING GRAVES	31,350	8,550.00	49,200.00	0.00	(17,850.00)	156.94
093-347-000-01 SALE OF LOTS	10,000	4,000.00	35,300.00	0.00	(25,300.00)	353.00
093-347-000-03 PLACEMENT OF MARKERS	1,500	0.00	4,200.00	0.00	(2,700.00)	280.00
093-349-000-01 PARK.PEN.LOT6	0	0.00	0.00	0.00	0.00	0.00
093-349-000-02 STICKERS LOT 6	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FEES	54,120	12,883.00	102,688.50	0.00	(48,568.50)	189.74
GRANTS						
093-366-000-00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
093-367-000-01 HOTEL OCCUPANCY TAX	34,500	9,713.99	38,955.90	0.00	(4,455.90)	112.92
093-368-000-00 RENTAL OF PAVILION	3,000	805.00	4,910.00	0.00	(1,910.00)	163.67
TOTAL GRANTS	37,500	10,518.99	43,865.90	0.00	(6,365.90)	116.98
OTHER REVENUE						
093-380-000-00 INTEREST	50	1,068.72	1,114.49	0.00	(1,064.49)	2,228.98
093-399-000-00 MISCELLANEOUS	0	25.00	289.60	0.00	(289.60)	0.00
093-399-000-02 DONATIONS BEAUTY/GARDENS	0	0.00	0.00	0.00	0.00	0.00
093-399-000-03 CONTRIB FROM GENERAL FUND	135,000	0.00	135,000.00	0.00	0.00	100.00
093-399-000-04 COMMUNITY ENHANCE DONATIO	0	0.00	1,900.00	0.00	(1,900.00)	0.00
TOTAL OTHER REVENUE	135,050	1,093.72	138,304.09	0.00	(3,254.09)	102.41
TOTAL REVENUE	226,670	24,495.71	284,858.49	0.00	(58,188.49)	125.67

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2022

093-CONSOL PUBLIC WORKS

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT						
NON-OPERATING EXPENSES						
093-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
BOARD						
SALARIES & BENEFITS						
093-700-101-00 BOARD SALARIES	16,800	1,400.00	16,800.00	0.00	0.00	100.00
093-700-103-00 SALARIES	33,600	3,996.00	28,080.15	0.00	5,519.85	83.57
093-700-103-01 FLOWER SALARIES	70,600	3,652.32	46,835.95	0.00	23,764.05	66.34
093-700-104-00 FICA TAX	9,260	692.21	7,067.38	0.00	2,192.62	76.32
093-700-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
093-700-106-00 GROUP RETIREMENT	2,000	126.08	1,595.78	0.00	404.22	79.79
093-700-106-01 CONSOLIDATED RETFLOWER	3,700	300.63	3,915.48	0.00	(215.48)	105.82
TOTAL SALARIES & BENEFITS	135,960	10,167.24	104,294.74	0.00	31,665.26	76.71
CONTRACTUAL SERVICES						
093-700-214-00 CPWB UNIFORMS	0	0.00	0.00	0.00	0.00	0.00
093-700-225-00 LOT 4 EXPENSE	0	0.00	0.00	0.00	0.00	0.00
093-700-226-00 INSURANCE & BONDS	10,000	996.26	6,670.73	0.00	3,329.27	66.71
TOTAL CONTRACTUAL SERVICES	10,000	996.26	6,670.73	0.00	3,329.27	66.71
COMMODITIES						
093-700-340-00 MAT & SUPP - STORM DRAIN	0	0.00	0.00	0.00	0.00	0.00
093-700-341-00 MAT & SUPP - CEMETERY	10,000	515.64	10,865.99	0.00	(865.99)	108.66
093-700-342-00 MAT & SUPP - PARKING	5,000	288.82	4,885.98	0.00	114.02	97.72
093-700-343-00 MAT&SUPP-PARKS	35,000	1,451.60	35,473.86	0.00	(473.86)	101.35
093-700-343-01 DOG PARK EXP	14,000	540.54	748.30	0.00	13,251.70	5.35
093-700-344-00 AUTO SUPPLIES	5,000	159.99	839.13	0.00	4,160.87	16.78
093-700-345-00 TREE MAINTENANCE	12,000	0.00	11,050.00	0.00	950.00	92.08
093-700-346-00 COMMUNITY ENHANCE DONATIO	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	81,000	2,956.59	63,863.26	0.00	17,136.74	78.84
CAPITAL OUTLAY						
093-700-464-00 HOTEL-MOTEL (FLOWERS)	23,000	2,355.22	24,985.47	0.00	(1,985.47)	108.63
093-700-465-00 CONTRACT MOWING CEMETERY	46,500	10,300.00	51,600.00	0.00	(5,100.00)	110.97
TOTAL CAPITAL OUTLAY	69,500	12,655.22	76,585.47	0.00	(7,085.47)	110.19
CONTRIBUTIONS						
093-700-500-00 DEPRECIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
093-700-568-00 CONTINGENCY-CPWB	40,210	0.00	22,965.43	0.00	17,244.57	57.11
TOTAL CONTRIBUTIONS	40,210	0.00	22,965.43	0.00	17,244.57	57.11

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2022

093-CONSOL PUBLIC WORKS

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
NON-OPERATING EXPENSES						
093-700-999-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BOARD	336,670	26,775.31	274,379.63	0.00	62,290.37	81.50
TOTAL EXPENDITURES	336,670	26,775.31	274,379.63	0.00	62,290.37	81.50
REVENUE OVER/(UNDER) EXPENDITURES	(110,000)	(2,279.60)	10,478.86	0.00	(120,478.86)	9.53-

CPWB JUNE 2022 PAYMENT OF BILLS

$10,300.00 – EVERSON-CARR FARMS– CEMETERY MOWING & FIRST HALF OF CEMETERY TRIMMING

$1,536.18 - HUMMERT INTERNATIONAL – POTTING SOIL FOR FLOWERS

07-13-2022 12:22 AM DISBURSEMENTS 6-01-22 TO 6-30-22

FUND: CONSOL PUBLIC WORKS

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	MCCARTY'S SEPTIC SERVICE	700-343-00	MAT&SUPP-PARKS	2 PORTA POTS FOR JAWBONE	250.00
	INTERNAL REVENUE SERVICE	700-104-00	FICA TAX	FICA WITHHELD AND MATCHED	232.76
		700-104-00	FICA TAX	FICA WITHHELD AND MATCHED	328.24
		700-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	54.44
		700-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	76.77
	AMAZON.COM	700-343-00	MAT&SUPP-PARKS	PCRD-TRASH BAGS FOR PARKS	300.85
		700-343-00	MAT&SUPP-PARKS	PCRD-REGULATOR WATER FOUNT	36.29
		700-341-00	MAT & SUPP - CEMETER	PCRD-FLAGS FOR CEMETERY	455.70
		700-343-01	DOG PARK EXP	PCRD-DOGGIE BAGS	533.35
	BALL HORTICULTURAL COMPANY	700-464-00	HOTEL-MOTEL (FLOWERS	PCRD-BEGONIA LINER PLUGS	137.34
		700-464-00	HOTEL-MOTEL (FLOWERS	PCRD-ASSORTED FLOWERS	137.80
	EVERSON-CARR FARMS LLC	700-465-00	CONTRACT MOWING CEME	MOWING CEMETERY WK END 6/1	2,075.00
		700-465-00	CONTRACT MOWING CEME	CEMETERY MOWING 5/21	2,075.00
		700-465-00	CONTRACT MOWING CEME	CEMETERY MOWING 5/28	2,075.00
		700-465-00	CONTRACT MOWING CEME	MOWING CEMETERY WK END 6/1	2,075.00
		700-465-00	CONTRACT MOWING CEME	CEMETERY TRIMMING 1ST HALF	2,000.00
	NRPA OPERATING	700-343-00	MAT&SUPP-PARKS	PCRD-PARK SUPPLIES	314.00
	HUMMERT INTERNATIONAL	700-464-00	HOTEL-MOTEL (FLOWERS	POTTING SOIL FOR FLOWERS	1,536.18
	TRAVELERS INSURANCE	700-226-00	INSURANCE & BONDS	MAY 2022 PREMIUM	752.39
	**PAYROLL EXPENSES			6/01/2022 - 6/30/2022	9,048.32
				TOTAL:	26,775.31

07-13-2022 12:22 AM DISBURSEMENTS 6-01-22 TO 6-30-22

FUND: CONSOL PUBLIC WORKS

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
BOARD	BUCKHANNON UTIL BOARDS	700-341-00	MAT & SUPP - CEMETER	HEAVNER CEMETERY WASTE JUN	12.00
	MON POWER	700-343-00	MAT&SUPP-PARKS	110088938128 44 6TH ST	49.70
		700-343-00	MAT&SUPP-PARKS	110088938045 61 CLEVELAND	8.94
		700-343-00	MAT&SUPP-PARKS	110088938086 PARK STREET	20.28
		700-343-00	MAT&SUPP-PARKS	110087901580 FLAG POLE-	5.00
		700-342-00	MAT & SUPP - PARKING	110112520876 PRK LOT 3	37.68
		700-342-00	MAT & SUPP - PARKING	110112520819 PRK LOT 3	5.25
		700-342-00	MAT & SUPP - PARKING	110112520926 PRK LOT 3	5.25
		700-342-00	MAT & SUPP - PARKING	110116755015 LOT 3 FAIRS &	5.64
		700-343-00	MAT&SUPP-PARKS	110149193085 JAWBONE PRK 1	202.16
		700-343-00	MAT&SUPP-PARKS	110089164682 JAWBONE PARK	136.52
		700-343-00	MAT&SUPP-PARKS	110086639413 PARK STREET	32.61
		700-343-01	DOG PARK EXP	110137251630 WALK TRAIL LN	7.19
		700-343-00	MAT&SUPP-PARKS	110141766342 13 MARION ST	5.25
	SOUTHERN STATES COOP INC	700-341-00	MAT & SUPP - CEMETER	STRAW FOR CEMETERY	47.94
	LOWES BUSINESS ACCOUNTS	700-464-00	HOTEL-MOTEL (FLOWERS	HOSE REPAIR; RED MULCH	56.60
		700-464-00	HOTEL-MOTEL (FLOWERS	(40) BAGS BROWN MULCH	56.60
		700-464-00	HOTEL-MOTEL (FLOWERS	20 BAGS BROWN MULCH	56.60
		700-464-00	HOTEL-MOTEL (FLOWERS	FLOWERS	242.92
		700-464-00	HOTEL-MOTEL (FLOWERS	20 BAGS BROWN MULCH	56.60
		700-464-00	HOTEL-MOTEL (FLOWERS	(40) BAGS BROWN MULCH	56.60
		700-464-00	HOTEL-MOTEL (FLOWERS	HOSE REPAIR; RED MULCH	5.67
		700-464-00	HOTEL-MOTEL (FLOWERS	HANGER STRAP; NUT	12.31
	WV MUNICIPAL LEAGUE	700-226-00	INSURANCE & BONDS	CONS 2ND QTR 2022 UNEMPLOY	243.87
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	20.00
		700-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	49.20
		700-106-01	CONSOLIDATED RETFLOW	WV RETIRE TIER2 CONTRIBUTI	161.02
		700-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	56.88
		700-106-01	CONSOLIDATED RETFLOW	WV RETIRE TIER2 CONTRIBUTI	139.61
	REFUND OF PARK RESERVATIONS	700-343-00	MAT&SUPP-PARKS	Ref KellyCurrenceCityPrkPa	35.00
		700-343-00	MAT&SUPP-PARKS	REF EMILY COSTLOW PAV RENT	5.00
	TRACTOR SUPPLY CREDIT PLAN	700-344-00	AUTO SUPPLIES	PCRD-12V PUMP WATER TRUCK	94.99
		700-344-00	AUTO SUPPLIES	PCRD-12V PUMP WATER TRUCK	65.00
	THE SIGN GUY LLC	700-342-00	MAT & SUPP - PARKING	SIGNS FOR LOT 3	75.00
	ST JOSEPH HOSPITAL OF BUCKHA	700-343-00	MAT&SUPP-PARKS	LAB RESULTS CARL WEAVER	50.00
	WALMART STORES INC -BUCKHANN	700-342-00	MAT & SUPP - PARKING	PCRD-TIRES FOR PRK ENF VEH	160.00

Motion to approve the June 2022 Financial Report was made by Shobe/Reger. Motion Carried.

E. Correspondence and Information - None
E.1

F. Consent Agenda
F.1 Approval of Minutes - Regular Meeting 06/23/2022

The Consent Agenda was not available.

G. Strategic Issues for Discussion and/or Vote
G.1 Request Traffic Flow Adjustments -WVWC Students Move-In Day on 08/20/2022 - Action taken earlier in the meeting.

G.2 Event Request & Street Closure Block of Hart Ave-Chapel Hill Annual Community Block Party on 08/27/22 – Discussion took place.

Motion to approve the Event Request including the street closure of one block of Hart Avenue for the Chapel Hill Annual Community Block Party on 08/27/22 was made by Bucklew/Shobe. Motion carried.

G.3 Event Request & Street Closure-N Kanawha St-Evolution Bar Motorcycle Show on 08/26/22 - Action taken earlier in the meeting.

G.4 Event Request & Street Closure-N Kanawha St-Evolution Bar Hocus Pocus Party on 09/17/22 – Event has been canceled.

G.5 Discussion/Recommendation to the Revenue Review Committee- Street Department Wages – Mayor Skinner provided the Board an overview of this activity. No action was necessary.

G.6 Discussion Security Cameras – A discussion took place regarding the suggestion for security cameras on Main Street following the recent break-in at the local Dairy Queen. Mayor Skinner provided a summary of concerns that come along with the developing a city wide security system that truly covers all areas and angles of the city. He also noted that BURMA has appeared before this Board with a request for a security camera on City Hall that would cover much of Main Street. He then opened the floor for further discussions. Jerry Arnold confirmed that the City has purchased a camera that will soon be mounted on City Hall that will monitor much of Main Street, which will satisfy the BURMA request. It was discussed that there are systems available that business owners could purchase that are not expensive and have options for cloud based video storage. The Mayor reported that he had learned from Elkins Mayor Marco that the City of Elkins had applied for a grant that would allow them to purchase 76 cameras that will cover the business and residential districts of Elkins. Chief Gregory reported that he has had conversations with the Elkins Chief of Police regarding the same. Both the Mayor and Chief will continue to have conversations with their counterparts to see how this new system will work in Elkins to better educate us as to ways to move forward. Chief Gregory mentioned that a system of this size would require a fulltime analyst or an additional officer dedicated to consistent monitoring and to take care of the infrastructure of the system. Board member Shobe suggested that Buckhannon may want to look into the same type of Grant that Elkins has obtained. No matter what the City decides to do it is highly recommended by the City for business owners and residents to explore their own security camera systems to better protect their property. No action was taken at this time.

G.7 Event Request-Riverfest 6 at the Poundstone Riverwalk on 08/27/22 - Action taken earlier in the meeting.

G.8 Authorization to explore Replacement of the Parking Enforcement Vehicle & bring the recommendation to CPWB for approval – Mayor Skinner recognized Amby Jenkins who presented the need for a dedicated vehicle for the parking enforcement officer. She presented the various options available. It was recommended by Mayor Skinner for her to explore the Enterprise Car Rental options as well as obtain pricing from the vehicle surplus program from the state (West Virginia) that are available. She will report back to the Board after gathering this information. No action necessary.

G.9 Request Current Full Time Employee Transfer to Street and Horticulture Departments and Pay Increase to $15.00 per hour. – Mayor Skinner recognized both Amby Jenkins and Jerry Arnold who provided details to the Board regarding a current employee in the Waste Department who would now be better suited to work in the Street and Horticulture Departments. They both recommended this action be authorized along with increasing the employee's wages to $15 an hour.

Motion to approve the transfer of an employee from the Waste Department to the Street and Horticulture Departments and increase that employee's wages to $15.00 was made by Reger/Waldo. Motion carried.

H. Board Members Comments and Announcements

Mark Waldo – Nothing further

Nancy Shobe – Nothing further

Pamela Bucklew – Nothing further

Jack Reger – Mr. Reger noted that he was very happy to be on the Consolidated Public Works Board and looks forward to serving.

Recorder Sanders – Recorder Sanders asked for an update on the new signage that the CPWB agreed to install at Jawbone Park for the Farmers Market. Amby Jenkins agreed to look into the status of the signs for us.

Jerry Arnold – Nothing further

Brad Hawkins – Nothing further

Mayor Skinner – Nothing further.

I. Adjournment

Motion to adjourn at 8:42 AM was made by Shobe/Bucklew. Motion carried.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____