

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

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

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Present
Council Member	David McCauley	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	Absent
BPD	Chief Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present
MyBuckhannon.com	Beth Broschart	Present

Guests: Lyndon Reinking, Brittany Reinking and Family; Robin Oldaker, Relay for Life; Rhett Dusenbury-District Representative Congressman Alex Mooney; Jewel Fisher, Buckhannon Police Department VIPS; Michael Ruffing; Ron Pugh; Cathy Norko, Charles W. Gibson Public Library; Cindy Dial; Jessica Scott; Vito Syski; Robyn Simons.

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

***City Council of Buckhannon – 7:00 pm in the Council Chambers of City Hall  
Meeting Agenda for Thursday, July 7, 2022***

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- 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 Official Oath Probationary Firefighter Lyndon Reinking
  - B.2 Robin Oldaker- Proclamation-Relay for Life
  - B.3 Rhett Dusenbury-District Representative Congressman Alex Mooney (E.4)
  - B.4 Jewel Fisher-Assistant Coordinator for Buckhannon Police Department VIPS (F1)
- C. Department & Board Reports**
  - C.1 Public Works Director- Jerry Arnold (F.3, F.12)
  - C.2 Finance Director- Amberle Jenkins (E.5, F.4, F.7, F.8, F.9)
  - C.3 Fire Chief- JB Kimble (B.1, F.2)
  - C.4 City Attorney- Tom O'Neill (F.10)
- D. Correspondence & Information**
  - D.1 Official Oath of Office Council Member David Thomas
  - D.2 Official Oath of Office Council Member David McCauley
  - D.3 Official Oath of Officer City Recorder Randall Sanders
  - D.4 Report of Cat & Dog Activity –Upshur County Commission-May 2022
  - D.5 Letter Agreement COB & UCBOE-Structure Razing-9 East Victoria Street
  - D.6 City PR: Buckhannon Independence Day Celebration
  - D.7 FOIA Request from SmartProcure for PO/Vendor Information from 03/09/22 to current
  - D.8 Special Session of City Council on July 12, 2022 at 1:30pm: Probationary Police Officer Interviews
- E. Consent Agenda**
  - E.1 Approval of Minutes -Regular Meeting 06/16/2022
  - E.2 Approval of Building and Wiring Permits
  - E.3 Approval of Payment of the Bill
  - E.4 Request Congressman Alex Mooney Constituent Services Table-August 5<sup>th</sup> & 6<sup>th</sup> on Main Street
  - E.5 Lease Renewal Agreement for Buckhannon River Public Access Site –Walk Trail Lane between COB & State of WV Department of Commerce Division of Natural Resources
- F. Strategic Issues for Discussion and/or Vote**
  - F.1 Request from Buckhannon Police VIPS Financial Support for the Fire/EMS Recognition Banquet on 07/30/22
  - F.2 Approval MOU between COB & UCDHSEM Re: FCC License & Tower Equipment Maintenance –Fire Frequencies Operation Channels
  - F.3 Request from CPWB Placement of Two ADA Parking Signs on N. Spring Street
  - F.4 Approval Policy for Organizations Requesting Financial Support
  - F.5 Approval Use of City Hall Space-WAMSB Headquarters July 17 to July 24, 2023
  - F.6 Approval for City Employees to Assist with WAMSB Event July 17 to July 24, 2023
  - F.7 Approval Resolution 2022-04 Budget Revision #1 Coal Tax FY 2022/23

- F.8 Approval Resolution 2022-05 Budget Revision #1 General Fund FY 2022/23
- F.9 Approval to Participate & Accept the DEP’s Reclamation of Abandoned and Dilapidated Properties Program
- F.10 Approval Ordinance No. 459 State Building Code Adoption 2<sup>nd</sup> Final/Reading
- F.11 Approval City of Buckhannon Appointments FY 2022/2023
- F.12 Approval to Proceed with the Madison Street Project Design and Construction Work

G. Comments and Announcements

- G.1 Pamela Bucklew
- G.2 C J Rylands
- G.3 David Thomas
- G.4 Jack Reger
- G.5 David McCauley
- G.6 Randall Sanders (F.5, F.6)

H. Mayor’s Comments and Announcements (F.11)

I. Adjournment


Posted 07/01/2022      Next Regular Scheduled City Council Meeting Thursday, July 21, 2022

A. Call to Order - Mayor Robbie Skinner called the regular meeting of the Buckhannon City Council for July 7, 2022 to order and asked all to join him in the Moment of Silence and then led those in attendance in the Pledge.

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

B.1 Official Oath Probationary Firefighter Lyndon Reinking – Mayor Skinner recognized Buckhannon Fire Department Chief J.B. Kimble who announced that tonight we will be swearing in Probationary Firefighter Lyndon Reinking, which will bring our department to full staffing. He then turned the swearing in proceeding over to Mayor Skinner. Mayor Skinner introduced Lyndon Reinking and administered the following oath:

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD# 304.472.9550  
Fax# 304.472.0934


CITY OF BUCKHANNON

OFFICIAL OATH FIRE FIGHTER


State of West Virginia,  
County of Upshur,  
City of Buckhannon,

I, Lyndon Guinn Reinking, do hereby declare, that I will support the Constitution of the United States, the Constitution of the State of West Virginia, and the Charter, Ordinances and Resolutions of the City of Buckhannon, West Virginia, and that, as a member of the Buckhannon Fire Department, my fundamental duty is to serve the people I swear to protect, to safeguard and preserve life, health, and property against fire and other perils, and to maintain a proficiency and professionalism in the fire service.

I recognize the badge of my office as a symbol of public faith and trust, and I accept so long as I am true to the ethics of the fire service and make these promises so solemnly, freely, and upon my honor.

Signed 

Subscribed and sworn to before me this 7<sup>th</sup> of July, 2022.

Mayor 

Mayor Skinner recognized Brittany Reinking who officially pinned Probationary Firefighter Lyndon Reinking with his badge.

B.2 Robin Oldaker- Proclamation-Relay for Life – Mayor Skinner recognized Robin Oldaker and read aloud the following Relay For Life Proclamation before presenting it to her:

## RELAY FOR LIFE PROCLAMATION



### Relay For Life of Upshur County

WHEREAS, the people of Upshur County have been affected by the devastating disease of cancer.

WHEREAS, Relay For Life is the signature activity of the American Cancer Society; and

WHEREAS, Relay For Life of Upshur County is not just a fundraiser, it is a unique activity that offers an opportunity to participate in the fight against cancer, to honor cancer survivors and remembers those lost to the disease, to build a network of businesses and health organizations to address community cancer issues, and to recruit new volunteers to deliver American Cancer Society programs and services; and

WHEREAS, Relay For Life of Upshur County has had a significant presence in our community for the last 25 years, has touched thousands of our residents, and has raised over \$2.2 million to help fight the battle against cancer; and

WHEREAS, Relay For Life of Upshur County invites cancer survivors, their caregivers and the community to the 25th annual Upshur County Relay for Life on July 16 at Jawbone Park with the theme Cheers to 25 Years.

NOW THEREFORE BE IT RESOLVED, that I, Robert N. Skinner, III, Mayor of the City of Buckhannon, do hereby proclaim the month of July in the year 2022 as Relay For Life Month in the City of Buckhannon and urge individuals, families, businesses, schools, service organizations, churches, and neighbors to unite in the fight against cancer, to honor cancer survivors, and to remember those we have lost to cancer.

Given under my hand & the official seal of The City of Buckhannon, this 7<sup>th</sup> day of July, 2022.

Robert N. Skinner, III, Mayor

Ms. Oldaker thanked Mayor Skinner and made a few comments regarding the 25<sup>th</sup> Annual Relay For Life activity to be held July 16, 2022 in Jawbone Park. She also spoke about the fundraising activities for this year.

**B.3 Rhett Dusenbury-District Representative Congressman Alex Mooney** – Mayor Skinner recognized Rhett Dusenbury, District Representative for US Congressman Alex Mooney who discussed the Constituent Services Table that he plans to operate on August 5<sup>th</sup> & 6<sup>th</sup>, 2022 at 9 E Main St, Buckhannon, WV 26201. Council had no questions or concerns and thanked Mr. Dusenbury for his appearance and explanation of the upcoming activity.

**B.4 Jewel Fisher-Assistant Coordinator for Buckhannon Police Department VIPS** - Mayor Skinner recognized Jewel Fisher, the Assistant Coordinator for Buckhannon Police Department VIPS. Ms. Fisher noted that the Buckhannon Police Department VIPS will be hosting a Fire/EMS Recognition Banquet on 07/30/22 and is requesting financial support in the amount of \$750 and a representative from City Council to assist in presenting the awards.

June 23, 2022

To Whom It May Concern:

The Buckhannon Police VIPS (Volunteers In Police Service) are planning to host the Fire/EMS Recognition Banquet on July 30, 2022 at the Event Center at Brushy Fork. We are asking for your assistance to make this banquet a success.

The Event Center has already been reserved for the evening of July 30, 2022. The purpose of this banquet is to recognize the fire departments and EMS workers for all that they do to help keep our county safe. The menu will consist of spaghetti and Meatballs, tossed salad, Italian bread and dessert. The cost of the food is approximately \$1500 including the rental fee and the recognition plaques. Desserts will be provided by the VIPS organization. The rental fee of \$265 for the Event Center has already been paid to secure the building on the above date of July 30, 2022.

We are hoping the total amount requested of approximately \$1500 could be split between the county and the city as we are recognizing the fire departments from the county as well as the city and also the EMS.

We would like to possibly continue this banquet again next year. We have a great group of fire department members and also EMS members and they deserve to be recognized for their service. Any

assistance in this matter would be greatly appreciated. If you have any questions please feel free to contact me at 304-613-9964.

Sincerely,

Jewel Fisher  
Assistant Coordinator for VIPs

**Motion to approve financial support in the amount of \$750 and have a representative from City Council attend to assist in presenting the awards for the Fire/EMS Recognition Banquet to be held on 07/30/22 was made by Thomas/Reger. Motion carried.**

**Evelyn Post, Executive Director of the Central WV Aging Services** – Evelyn Post was recognized by Mayor Skinner and without objection, *F.3 Request from CPWB Placement of Two ADA Parking Signs on N. Spring Street* was moved to the table for discussion and/or vote. Ms. Post briefly outlined her request for there to be two handicap parking spaces on N. Spring Street and discussion took place citing the reasons the Consolidated Public Works Board agreed to make this recommendation to Council.

**Motion to approve the CPWB recommendation of placing 2 handicap parking spaces on the west side of N Spring Street was made by Rylands/Thomas. Motion carried.**

Ms. Post then discussed the City allowing the Central WV Aging Services to purchase Parking Permits for eight spaces in Public Parking Lot 3 for use by the agency. There was no agenda item regarding this request so no action could be taken. Discussion on the request took place. During the discussion it was noted that if Council were to approve this request it would likely open the door for other businesses to do the same. Mayor Skinner suggested a focus group be assembled to discuss parking matters in a holistic manner and suggested that Ms. Post be a part of that group. Ms. Post wanted it to be noted that she feels the parking needs of the disabled and/or elderly are not being addressed appropriately at this time. She thanked the Council for the opportunity to speak and for the approval of the two Handicap spaces on N. Spring Street.

Ron Pugh was recognized who reiterated the need for additional ADA parking spaces.

## **C. Department & Board Reports**

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

### **Director:**

- I am working on the preliminary site work on the Madison Street Project. I hope to begin demolition work next week.

### **Street:**

- The new streetlights are installed, and we continue to work on the sidewalk projects.

### **Sewer:**

- Crews continues to work on the WVWC sewer project.

### **Water:**

- Mike McCauley retired after 10 years of service with the Water Board.

### **Waste:**

- Donnie Lambert retired after 22 years of service to the Waste Collection Department.

### **Engineer:**

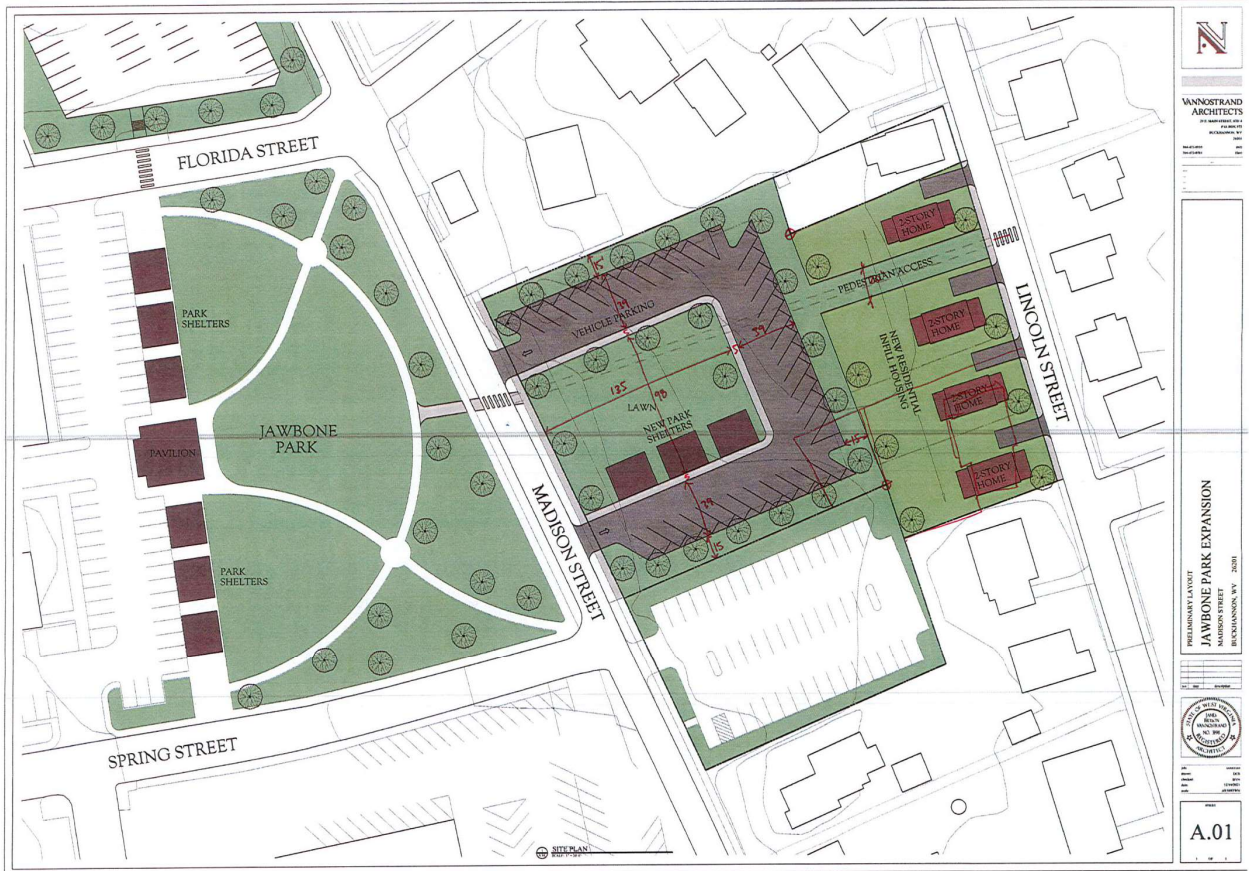
- FEMA Generator Hazard Mitigation Grant No. 2 – Four of the six generators have been installed. Commissioning and load bank testing has been completed for three of the three generators (Brooke St LS, Vicksburg LS and Water Treatment Plant). The Brooke Street LS has a cracked cylinder head (after only 43 hours) and Cummins is aware of the situation and replacement parts have been



ordered. I have applied for an extension to the grant deadline for one additional year (June 30, 2023) and FEMA has given verbal approval of the extension.

- FEMA Generator Hazard Mitigation Grant No. 1 – Contract No. 1 – Installation of the railroad crossing via the Bore & Jack method was completed on June 16, 2022 and was reclaimed and seeded & mulched by June 18, 2022. Contract No. 2 – Contractor continues to work on the WWTP generator, the automatic transfer switch and the new electrical transformer concrete pads. I have applied for an extension to the grant deadline for one additional year (June 30, 2023) and FEMA has given verbal approval of the extension.
- FEMA Community Assistance Visit (CAV) –FEMA’s visit to Buckhannon for the FEMA-required CAV was held on June 22, 2022. Representatives from FEMA Region III and the WVEMD were present to go over floodplain-related projects from the last five years with myself (CFM), Vincent Smith (permitting) and Teresa Summers (permitting). Visits were made to various properties that FEMA was concerned about. The final written Report of Findings will be presented to the Mayor upon completion by FEMA.

At this point *F.12 Approval to Proceed with the Madison Street Project Design and Construction Work* was moved to the table for discussion/and or vote. A detailed overview of the work planned for Madison Street Project was provided by Jerry Arnold with discussion including the Council members.



**Motion to approve proceeding with the Madison Street project design and construction work was made by Rylands/Reger. Motion carried.**

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

Amby report 7-7-22

Balances June 30, 2022

General Fund mm checking	\$1,070,943	CD \$86,524 (total balance on hand 6/30 is \$1,157,467
Historic Landmark savings	\$3,027	
Stockert Youth Center Capitol Campaign		\$434,441 + 12,000 pledge =\$446,441
Coal Tax	\$58,423	
Municipal Stabilization Fund	\$915,021	
Flood Control Acct	\$78,276	
Consolidated Public Works Board	\$170,689	Cem CD \$235,257
Sales Tax	\$1,036,333	
American Rescue Plan Acct	\$2,306,835	

We received our second tranche of ARPA funding in the amount of \$1,192,175.49. Total received since last July \$2,384,351. We have expended \$79,000 through the end of 6/30/22 for engineering and design work toward six identified projects. (Taylor St Sanitary sewer; Taylor St Storm water; Jawbone Run Storm study; Tennerton Water Storage tank; Tennerton Booster Station)

I want to recognize three employees that retired within the last two weeks.

- Donnie Lambert a laborer for 22 years with our Waste Collection Department
- Mike McCauley a water plant operator for 9 years with the Water Department
- Kathy Holt a senior office staff member for 23em years at City Hall. Her last day is tomorrow

We thank all of these retirees for their service to the City of Buckhannon

We have been receiving compliments on our flowers this year. One to note is a lady from Huntington who brought her elderly mother, (who has some vision problems), to town. Her mother could see the vibrant colors and she wanted to thank the city.

F.9 - WV DEP (John King) has notified us that the City of Buckhannon is eligible to apply for a reimbursement grant of up to \$100,000 in a 12 month period. This is a pilot program of DEP's Reclamation of Abandoned and Dilapidated Properties Program. Buckhannon was one of the 22 communities selected to participate because we have an existing program that deals with abandon and dilapidated structures. They have asked the Mayor to attend a pre-grant award meeting at DEP's headquarters in Charleston on July 13.



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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
001-301-000-01 AD VALOREM TAXES	837,290	11,941.44	860,984.38	0.00 (	23,694.38)	102.83
001-301-000-02 PRIOR YEAR TAXES	48,600	611.61	50,751.72	0.00 (	2,151.72)	104.43
001-303-000-00 GAS & OIL SEVERANCE TAX	10,000	0.00	9,568.01	0.00	431.99	95.68
001-304-000-00 2% UTILITY TAX	240,000	17,230.68	233,335.15	0.00	6,664.85	97.22
001-305-000-00 B & O TAX	1,483,637	118,608.69	1,621,061.25	0.00 (	137,424.25)	109.26
001-305-000-01 B&O CONTRACTORS	193,000	0.00	197,922.35	0.00 (	4,922.35)	102.55
001-306-000-00 LIQUOR TAX	84,200	0.00	84,296.12	0.00 (	96.12)	100.11
001-307-000-00 ANIMAL CONTROL TAXES	1,100	5.40	910.50	0.00	189.50	82.77
001-308-000-00 HOTEL MOTEL TAX	115,000	10,656.19	135,240.53	0.00 (	20,240.53)	117.60
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES	3,012,827	159,054.01	3,194,070.01	0.00 (	181,243.01)	106.02
FINES AND FEES						
001-320-000-00 COURT COSTS, FEES & CHARG	23,000	733.00	10,283.86	0.00	12,716.14	44.71
001-320-000-01 BASIC FEE (POLICE DEPT.)	0	0.00	700.00	0.00 (	700.00)	0.00
001-320-000-02 POLICE FEE -CITATION	6,000	330.00	4,629.00	0.00	1,371.00	77.15
001-320-000-03 POLICE/FINGERPRINT REVENU	50	5.00	50.00	0.00	0.00	100.00
001-320-000-04 SUMMONS FEE FOR PARKING T	0	0.00	530.00	0.00 (	530.00)	0.00
001-321-000-00 LOT 5 (OLD D&L/CVB PROPER	0	0.00	0.00	0.00	0.00	0.00
TOTAL FINES AND FEES	29,050	1,068.00	16,192.86	0.00	12,857.14	55.74
LIC PERMITS & FRANCHISE						
001-325-000-00 CITY BUSINESS LICENSE	23,300	37.50	23,628.00	0.00 (	328.00)	101.41
001-326-000-00 BUILDING PERMIT FEES	43,700	3,237.09	68,294.82	0.00 (	24,594.82)	156.28
001-326-000-10 PROPERTY REGIST -VACANT	0	0.00	0.00	0.00	0.00	0.00
001-328-000-00 FRANCHISE FEES	55,000	0.00	47,404.94	0.00	7,595.06	86.19
001-330-000-00 IRP TRUCK FEE	45,000	6,031.62	57,701.46	0.00 (	12,701.46)	128.23
TOTAL LIC PERMITS & FRANCHISE	167,000	9,306.21	197,029.22	0.00 (	30,029.22)	117.98
OTHER FEES						
001-340-000-00 DONATION THEATRE UTLBILL	11,000	10.00	10,120.00	0.00	880.00	92.00
001-340-345-00 CAC REV,RENTS,ROYAL,CONCE	10,000	0.00	0.00	0.00	10,000.00	0.00
001-341-000-00 PSC MUNICIPAL SURCHARGE	0	0.00 (	25.50)	0.00	25.50	0.00
001-341-000-01 PSC MUN SURCHARGE OLD ACC	0	0.00	0.00	0.00	0.00	0.00
001-345-000-00 RENTS	42,000	500.00	43,000.00	0.00 (	1,000.00)	102.38
TOTAL OTHER FEES	63,000	510.00	53,094.50	0.00	9,905.50	84.28
HEALTH AND SAFETY						
001-351-000-00 POLICE PROTECTION FEES	75,000	6,124.21	73,757.95	0.00	1,242.05	98.34
001-352-000-00 FIRE PROTECTION FEES	152,000	12,451.90	150,263.53	0.00	1,736.47	98.86
TOTAL HEALTH AND SAFETY	227,000	18,576.11	224,021.48	0.00	2,978.52	98.69
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	2,178.00	0.00	322.00	87.12
001-362-000-02 SYC CAMP BUCANNEER FEES	18,200	2,580.00	11,164.50	0.00	7,035.50	61.34
001-362-000-03 SYC DRILL TEAM FEES	4,500	0.00	4,469.01	0.00	30.99	99.31

7-07-2022 02:31 PM

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

001-GENERAL FUND

% OF YEF .OMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-362-000-04 SYC BASKETBALL FEES	20,000	0.00	13,727.00	0.00	6,273.00	68.64
001-362-000-05 SYC ROOM RENTAL FEES	6,000	640.00	6,995.00	0.00 (	995.00)	116.58
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	26,405.00	313,667.89	0.00 (	278,667.89)	896.19
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	100.00	18,016.00	0.00 (	4,016.00)	128.69
001-362-000-10 SYC KARATE FEES	1,400	240.00	2,310.00	0.00 (	910.00)	165.00
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	40.00	1,205.00	0.00	795.00	60.25
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 lTI	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	30,184.00	448,620.76	0.00 (	300,020.76)	301.90
GRANTS						
001-365-000-00 POLICE DEPT.- RECOVERY GR	0	0.00	0.00	0.00	0.00	0.00
001-365-000-01 USDA GRANT-FARMERS MARKET	0	0.00	0.00	0.00	0.00	0.00
001-365-000-02 LWCF GRANT/ NB PARK	0	0.00	0.00	0.00	0.00	0.00
001-365-000-35 FEMA GRANT #2 GENERATOR	1,052,465	0.00	380,501.53	0.00	671,963.47	36.15
001-365-000-36 FEMA GRANT #1 GENERATOR	1,179,044	9,357.43	115,369.11	0.00	1,063,674.89	9.78
001-366-000-00 POLICE DEPT. - GRANTS	23,000	0.00	2,094.04	0.00	20,905.96	9.10
001-366-000-01 SYCC FAMILIES LEAD CHNG G	0	0.00	0.00	0.00	0.00	0.00
001-366-000-02 RIVER WALK TRAIL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-04 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-05 HISTORIC LAND MARK GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-06 STREET DEPT. GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-366-000-07 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-366-000-08 SAFE ROUTES POLICE GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-09 VOLUNTEER COORDINATOR GRA	0	0.00	0.00	0.00	0.00	0.00
001-366-000-10 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-366-000-11 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-366-000-12 GATEWAY WEST GRANT REV	45,439	0.00	45,439.43	0.00 (	0.43)	100.00
001-366-000-13 LAND WATR CONS GRT(LWCF)F	0	0.00	0.00	0.00	0.00	0.00
001-366-000-14 CULTURE ARTS GRNT (THEATR	39,000	0.00	0.00	0.00	39,000.00	0.00
001-366-000-15 REAP-CLEAN UP GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-16 CULTURE ARTS GRNT(ADA THE	10,000	0.00	10,000.00	0.00	0.00	100.00
001-366-000-99 FIRE TRUCK GRANT/LOAN	0	0.00	0.00	0.00	0.00	0.00
001-368-000-01 CONTRIBUTION VOL. FIRE DE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-02 2010 BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-03 CONTRIBUTIONS BOE-PRO OFF	0	0.00	0.00	0.00	0.00	0.00
001-368-000-04 SANITARY REPAY LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	2,348,948	9,357.43	553,404.11	0.00	1,795,543.89	23.56

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
INTRAFUND CONTR/CHARGES						
001-369-000-00 CONTRIBUTION FUNDS-BRUSHY	0	0.00	( 3,879.88)	0.00	3,879.88	0.00
001-369-000-01 CONTRIBUTION FRM MUN STAB	0	0.00	0.00	0.00	0.00	0.00
001-369-000-02 CONTRIB FROM SALESTAX FU	1,851,237	851,237.00	1,851,237.00	0.00	0.00	100.00
001-370-000-00 LATE CHARGES - GEN FUND	200	53.33	620.15	0.00	( 420.15)	310.08
TOTAL INTRAFUND CONTR/CHARGES	1,851,437	851,290.33	1,847,977.27	0.00	3,459.73	99.81
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	10,000	1,026.97	11,604.36	0.00	( 1,604.36)	116.04
001-377-000-00 RECRD CAPITAL TRNS FRM CS	0	0.00	0.00	0.00	0.00	0.00
001-379-000-00 GAIN/LOSS SALE OF FIXED A	0	45,500.00	45,500.00	0.00	( 45,500.00)	0.00
001-380-000-00 GENERAL FUND INTEREST	400	486.61	831.80	0.00	( 431.80)	207.95
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	0.00	4,175.00	0.00	( 175.00)	104.38
001-382-000-00 REBATES-REFUNDS PCARD	3,500	0.00	3,065.85	0.00	434.15	87.60
001-394-000-00 POLICE FORFEITURE CONFISC	0	0.00	687.75	0.00	( 687.75)	0.00
001-397-000-00 VIDEO LOTTERY	17,000	1,855.41	23,751.21	0.00	( 6,751.21)	139.71
001-399-000-00 MISCELLANEOUS REVENUE	55,178	2,208.34	65,531.33	0.00	( 10,353.33)	118.76
001-399-000-01 CAT TAG REGISTRATION	0	0.00	0.00	0.00	0.00	0.00
001-399-000-02 HISTORIC LANDMARKS REV	0	0.00	0.00	0.00	0.00	0.00
001-399-000-05 EVENT/FIREWORK REVENUE	0	0.00	250.00	0.00	( 250.00)	0.00
TOTAL OTHER REVENUE	90,078	51,077.33	155,397.30	0.00	( 65,319.30)	172.51
TOTAL REVENUE	7,937,940	1,130,423.42	6,689,807.51	0.00	1,248,132.49	84.28

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ECONOMIC DEVELOPMENT						
CONTRIBUTIONS						
001-402-567-00 ECONOMIC DEVELOPMENT	40,000	0.00	40,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	40,000	0.00	40,000.00	0.00	0.00	100.00
TOTAL ECONOMIC DEVELOPMENT	40,000	0.00	40,000.00	0.00	0.00	100.00
MAYOR'S OFFICE						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	3,000.00	0.00	0.00	100.00
001-409-103-00 MAYOR'S ASSISTANT SALARY	32,000	1,897.37	24,780.13	0.00	7,219.87	77.44
001-409-104-00 MAYOR'S F.I.C.A.	2,450	162.49	2,103.95	0.00	346.05	85.88
001-409-105-00 MAYOR'S INSURANCE	22,300	1,296.50	20,139.76	0.00	2,160.24	90.31
001-409-106-00 MAYOR'S RETIREMENT	3,200	147.66	1,973.14	0.00	1,226.86	61.66
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	62,950	3,754.02	51,996.98	0.00	10,953.02	82.60
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	3,000	207.23	2,614.32	0.00	385.68	87.14
001-409-214-00 MAYOR'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-409-218-00 MAYOR'S POSTAGE	13,400	344.31	12,741.43	0.00	658.57	95.09
001-409-220-00 MAYOR'S LEGAL PUBLICATION	5,000	22.12	1,690.94	0.00	3,309.06	33.82
001-409-222-00 MAYOR'S DUES	3,116	0.00	3,115.02	0.00	0.98	99.97
001-409-223-00 PROFESSIONAL SERVICES	21,000	0.00	18,260.00	0.00	2,740.00	86.95
001-409-223-01 PROFESSIONAL (surveys)	25,000	0.00	9,150.00	0.00	15,850.00	36.60
001-409-226-00 MAYOR'S INSURANCE & BONDS	1,500	20.84	278.04	0.00	1,221.96	18.54
TOTAL CONTRACTUAL SERVICES	72,016	594.50	47,849.75	0.00	24,166.25	66.44
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	51,300	3,624.47	44,453.75	0.00	6,846.25	86.65
001-409-341-05 EVENT/FIREWORK EXPENSE	62,000	5,000.00	57,070.76	0.00	4,929.24	92.05
001-409-341-06 VOLUNTEER COORDINATOR EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	113,300	8,624.47	101,524.51	0.00	11,775.49	89.61
CAPITAL OUTLAY						
001-409-457-00 MAYOR'S CAPITAL OUTLAY MI	0	0.00	0.00	0.00	0.00	0.00
001-409-458-00 MAYOR'S REPAY SANITARY/WA	0	0.00	0.00	0.00	0.00	0.00
001-409-458-01 TRANSFER TO SANITARY FUND	0	0.00	0.00	0.00	0.00	0.00
001-409-460-00 SANITARY BD (BRUSHY FOR)L	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
001-409-568-00 CONTRIBUTIONS	25,000	0.00	25,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	25,000	0.00	25,000.00	0.00	0.00	100.00
NON-OPERATING EXPENSES						
001-409-670-00 PROG BNK NOTE PAYABLE INT	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 MAYOR'S OFFICE	273,266	12,972.99	226,371.24	0.00	46,894.76	82.84
COUNCIL						
SALARIES & BENEFITS						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	1,000.00	12,000.00	0.00	0.00	100.00
001-410-103-00 CAT CONTROL SALARY	1,000	0.00	700.00	0.00	300.00	70.00
001-410-104-00 COUNCIL'S F.I.C.A.	1,000	76.50	971.78	0.00	28.22	97.18
001-410-106-00 COUNCIL'S RETIREMENT	340	20.00	303.93	0.00	36.07	89.39
TOTAL SALARIES & BENEFITS	14,340	1,096.50	13,975.71	0.00	364.29	97.46
CONTRACTUAL SERVICES						
001-410-211-00 CLOSE CAP OUTLAY EXP	0	0.00	0.00	0.00	0.00	0.00
001-410-214-00 COUNCIL TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-410-223-00 PROFESSIONAL (LEGAL)	0	0.00	0.00	0.00	0.00	0.00
001-410-226-00 COUNCIL INSURANCE (PROPER	10,320	2,072.66	10,311.96	0.00	8.04	99.92
TOTAL CONTRACTUAL SERVICES	10,320	2,072.66	10,311.96	0.00	8.04	99.92
COMMODITIES						
001-410-341-00 CLOSE CAP OUTLAY EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY						
001-410-450-01 THEATRE BUILDING	0	0.00	0.00	0.00	0.00	0.00
001-410-450-02 THEATRE CAP**DONOTUSE**	0	0.00	0.00	0.00	0.00	0.00
001-410-450-03 THEATRE GRNT **DONOTUSE**	0	0.00	0.00	0.00	0.00	0.00
001-410-457-00 CAP PUBLIC SAFETY COMP RE	0	0.00	0.00	0.00	0.00	0.00
001-410-459-00 COUNCIL CAPITAL OUTLAY	725	0.00	724.25	0.00	0.75	99.90
001-410-459-01 PROPERTY PURCHASE 48EMAIN	0	0.00	0.00	0.00	0.00	0.00
001-410-459-02 PROPERTY PURCHASE MADISON	0	0.00	0.00	0.00	0.00	0.00
001-410-460-00 CAT CONTROL EXPENSE	500	10.00	310.00	0.00	190.00	62.00
TOTAL CAPITAL OUTLAY	1,225	10.00	1,034.25	0.00	190.75	84.43
CONTRIBUTIONS						
001-410-568-00 CONTRIBUTIONS(facade)	5,000	0.00	0.00	0.00	5,000.00	0.00
TOTAL CONTRIBUTIONS	5,000	0.00	0.00	0.00	5,000.00	0.00



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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
NON-OPERATING EXPENSES						
001-410-999-00 Reclassify SanNote Ord 36	0	0.00	0.00	0.00	0.00	0.00
001-410-999-50 RecordCapPavCostPdByCoalT	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 COUNCIL	30,885	3,179.16	25,321.92	0.00	5,563.08	81.99
RECORDER						
=====						
SALARIES & BENEFITS						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	6,000.00	0.00	0.00	100.00
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	459.00	0.00	1.00	99.78
001-411-106-00 RECORDER'S RETIREMENT	600	19.21	230.52	0.00	369.48	38.42
TOTAL SALARIES & BENEFITS	7,060	557.46	6,689.52	0.00	370.48	94.75
CONTRACTUAL SERVICES						
001-411-214-00 RECORDER TRAVEL	600	0.00	300.00	0.00	300.00	50.00
001-411-222-00 RECORDER DUES	50	0.00	35.00	0.00	15.00	70.00
001-411-226-00 INSURANCE/COMPENSATION/bo	1,000	0.00	396.55	0.00	603.45	39.66
TOTAL CONTRACTUAL SERVICES	1,650	0.00	731.55	0.00	918.45	44.34
TOTAL RECORDER	8,710	557.46	7,421.07	0.00	1,288.93	85.20
TREASURER						
=====						
SALARIES & BENEFITS						
001-413-101-00 TREASURER'S SALARY	8,150	626.36	8,142.97	0.00	7.03	99.91
001-413-103-00 TREASURER'S ASSISTANT SAL	0	0.00	0.00	0.00	0.00	0.00
001-413-104-00 TREASURER'S F.I.C.A.	625	47.92	622.98	0.00	2.02	99.68
001-413-105-00 TREASURER'S GROUP INSURAN	2,050	53.25	1,274.90	0.00	775.10	62.19
001-413-106-00 TREASURER'S RETIREMENT	815	62.64	814.34	0.00	0.66	99.92
001-413-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	11,640	790.17	10,855.19	0.00	784.81	93.26
CONTRACTUAL SERVICES						
001-413-214-00 TREASURER'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-413-224-00 AUDIT	3,500	625.00	1,866.50	1,000.00	633.50	81.90
001-413-226-00 TREASURER'S INSURANCE & B	1,000	0.00	219.69	0.00	780.31	21.97
TOTAL CONTRACTUAL SERVICES	4,500	625.00	2,086.19	1,000.00	1,413.81	68.58
TOTAL TREASURER	16,140	1,415.17	12,941.38	1,000.00	2,198.62	86.38

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AS OF: JUNE 30TH, 2022

001-GENERAL FUND

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COURT						
=====						
SALARIES & BENEFITS						
001-416-103-00 POLICE JUDGE SALARY	7,500	625.00	7,500.00	0.00	0.00	100.00
001-416-104-00 POLICE JUDGE FICA	575	47.81	573.72	0.00	1.28	99.78
001-416-105-00 POLICE JUDGE INSURANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	8,075	672.81	8,073.72	0.00	1.28	99.98
CONTRACTUAL SERVICES						
001-416-221-00 POLICE JUDGE TRAINING	300	0.00	270.00	0.00	30.00	90.00
001-416-226-00 POLICE JUDGE INS BONDS	300	32.81	137.17	0.00	162.83	45.72
TOTAL CONTRACTUAL SERVICES	600	32.81	407.17	0.00	192.83	67.86
TOTAL COURT	8,675	705.62	8,480.89	0.00	194.11	97.76
CITY ATTORNEY						
=====						
SALARIES & BENEFITS						
001-417-101-00 CITY ATTORNEY	13,619	1,047.46	13,616.74	0.00	2.26	99.98
001-417-103-00 CITY ATTORNEY (ASSISTANT)	0	0.00	0.00	0.00	0.00	0.00
001-417-104-00 CITY ATTORNEY FICA	2,041	80.12	2,036.98	0.00	4.02	99.80
001-417-105-00 CITY ATTORNEY INSURANCE	1,702	148.75	1,276.48	0.00	425.52	75.00
001-417-106-00 CITY ATTORNEY RETIREMENT	2,664	104.74	2,662.80	0.00	1.20	99.95
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	20,026	1,381.07	19,593.00	0.00	433.00	97.84
CONTRACTUAL SERVICES						
001-417-221-00 CITY ATTORNEY TRAINING	500	0.00	346.18	0.00	153.82	69.24
001-417-222-00 CITY ATTORNEY DUES	0	0.00	0.00	0.00	0.00	0.00
001-417-226-00 CITY ATTORNEY INS UNEMPL	325	0.00	220.28	0.00	104.72	67.78
TOTAL CONTRACTUAL SERVICES	825	0.00	566.46	0.00	258.54	68.66
TOTAL CITY ATTORNEY	20,851	1,381.07	20,159.46	0.00	691.54	96.68
CITY ENGINEER						
=====						
SALARIES & BENEFITS						
001-420-103-00 CITY ENGINEER SALARY	20,160	1,550.47	20,156.13	0.00	3.87	99.98
001-420-104-00 CITY ENGINEER FICA TAX	1,550	119.76	1,556.88	0.00	6.88	100.44
001-420-106-00 CITY ENGINEER RETIREMENT	2,020	155.04	2,015.53	0.00	4.47	99.78
TOTAL SALARIES & BENEFITS	23,730	1,825.27	23,728.54	0.00	1.46	99.99

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-420-221-00 ENGINEER TRAINING	500	135.20	300.20	0.00	199.80	60.04
001-420-223-00 CITY ARCHITECT	6,000	0.00	6,000.00	0.00	0.00	100.00
001-420-223-01 ENGINEERING SERVICES (POT	0	0.00	0.00	0.00	0.00	0.00
001-420-226-00 CITY ENGINEER INS & BONDS	600	0.00	0.00	0.00	600.00	0.00
TOTAL CONTRACTUAL SERVICES	7,100	135.20	6,300.20	0.00	799.80	88.74
TOTAL CITY ENGINEER	30,830	1,960.47	30,028.74	0.00	801.26	97.40
REGIONAL DUES =====						
CONTRACTUAL SERVICES						
001-435-222-00 REGIONAL DUES	6,485	0.00	6,485.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	6,485	0.00	6,485.00	0.00	0.00	100.00
TOTAL REGIONAL DUES	6,485	0.00	6,485.00	0.00	0.00	100.00
HOUSING =====						
COMMODITIES						
001-436-341-99 CLEAN UP ASSISTANCE EXP	5,000	0.00	1,946.48	0.00	3,053.52	38.93
001-436-354-00 HOUSING ENFORCEMENT	30,000	0.00	25,139.55	0.00	4,860.45	83.80
TOTAL COMMODITIES	35,000	0.00	27,086.03	0.00	7,913.97	77.39
TOTAL HOUSING	35,000	0.00	27,086.03	0.00	7,913.97	77.39
ZONING =====						
SALARIES & BENEFITS						
001-437-103-00 ZONING SALARY	37,195	2,860.30	37,187.10	0.00	7.90	99.98
001-437-104-00 ZONING F.I.C.A.	2,850	218.82	2,844.90	0.00	5.10	99.82
001-437-105-00 ZONING HEALTH INS	6,200	322.25	5,143.14	0.00	1,056.86	82.95
001-437-106-00 ZONING RETIREMENT	3,720	286.04	3,718.84	0.00	1.16	99.97
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	49,965	3,687.41	48,893.98	0.00	1,071.02	97.86
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,450	0.00	1,235.24	0.00	214.76	85.19
001-437-221-00 ZONING TRAINING	1,000	0.00	0.00	0.00	1,000.00	0.00
001-437-226-00 ZONING INSURANCE & BONDS	1,750	59.83	890.62	0.00	859.38	50.89
TOTAL CONTRACTUAL SERVICES	4,200	59.83	2,125.86	0.00	2,074.14	50.62

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
001-437-341-00 ZONING SUPPLIES	1,500	62.24	138.23	0.00	1,361.77	9.22
TOTAL COMMODITIES	1,500	62.24	138.23	0.00	1,361.77	9.22
TOTAL ZONING	55,665	3,809.48	51,158.07	0.00	4,506.93	91.90
ELECTION =====						
SALARIES & BENEFITS						
001-438-103-00 ELECTION SALARIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
001-438-230-00 ELECTION	10,000	8,956.44	8,956.44	0.00	1,043.56	89.56
TOTAL CONTRACTUAL SERVICES	10,000	8,956.44	8,956.44	0.00	1,043.56	89.56
TOTAL ELECTION	10,000	8,956.44	8,956.44	0.00	1,043.56	89.56
DATA PROCESSING =====						
CONTRACTUAL SERVICES						
001-439-230-00 DATA PROCESSING	24,000	345.09	21,407.59	0.00	2,592.41	89.20
TOTAL CONTRACTUAL SERVICES	24,000	345.09	21,407.59	0.00	2,592.41	89.20
CAPITAL OUTLAY						
001-439-459-00 DATA PROCESSING CAPITAL O	12,000	1,700.00	8,660.24	0.00	3,339.76	72.17
TOTAL CAPITAL OUTLAY	12,000	1,700.00	8,660.24	0.00	3,339.76	72.17
NON-OPERATING EXPENSES						
001-439-670-00 RDT SERVER ACCRD INT	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 DATA PROCESSING	36,000	2,045.09	30,067.83	0.00	5,932.17	83.52
CITY HALL =====						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	37,000	2,811.52	33,451.74	0.00	3,548.26	90.41
001-440-104-00 CITY HALL FICA	2,831	212.83	2,532.05	0.00	298.95	89.44
001-440-105-00 CITY HALL JANITOR INSURAN	2,250	52.55	2,224.78	0.00	25.22	98.88
001-440-106-00 GROUP RETIREMENT	3,700	281.15	3,345.18	0.00	354.82	90.41
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	45,781	3,358.05	41,553.75	0.00	4,227.25	90.77



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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-440-213-00 CITY HALL UTILITIES	21,000	1,370.12	16,172.55	0.00	4,827.45	77.01
001-440-216-00 CITY HALL MAINTENANCE & R	8,000	389.39	8,058.81	0.00	58.81)	100.74
001-440-226-00 CITY HALL INSURANCE & BON	1,500	78.24	851.52	0.00	648.48	56.77
TOTAL CONTRACTUAL SERVICES	30,500	1,837.75	25,082.88	0.00	5,417.12	82.24
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,000	106.67	684.54	0.00	315.46	68.45
TOTAL COMMODITIES	1,000	106.67	684.54	0.00	315.46	68.45
CAPITAL OUTLAY						
001-440-459-00 CITY HALL CAPITAL	252,100	8,532.00	232,075.03	5,000.00	15,024.97	94.04
TOTAL CAPITAL OUTLAY	252,100	8,532.00	232,075.03	5,000.00	15,024.97	94.04
CONTRIBUTIONS						
001-440-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CITY HALL	329,381	13,834.47	299,396.20	5,000.00	24,984.80	92.41
MUN FINANCE CONTRIB						
=====						
SALARIES & BENEFITS						
001-444-000-00 TRANSF TO MUN FINANC STAB	100,000	0.00	100,000.00	0.00	0.00	100.00
001-444-000-01 CONTRIBUTION TO FLOOD CON	70,000	0.00	70,000.00	0.00	0.00	100.00
TOTAL SALARIES & BENEFITS	170,000	0.00	170,000.00	0.00	0.00	100.00
CONTRIBUTIONS						
001-444-566-00 CONTRIBUTION TO RAINY DAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL MUN FINANCE CONTRIB	170,000	0.00	170,000.00	0.00	0.00	100.00
BAD DEBT						
=====						
NON-OPERATING EXPENSES						
001-550-676-00 BAD DEBT EXPENSE	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

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-565-230-00 ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
CONTINGENCY						
=====						
CONTRIBUTIONS						
001-699-568-00 CONTINGENCY COUNCIL DETER	38,744	0.00	0.00	0.00	38,744.00	0.00
TOTAL CONTRIBUTIONS	38,744	0.00	0.00	0.00	38,744.00	0.00
TOTAL CONTINGENCY	38,744	0.00	0.00	0.00	38,744.00	0.00
POLICE						
=====						
SALARIES & BENEFITS						
001-700-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-700-103-00 POLICE DEPT. SALARIES	741,560	52,261.58	678,941.45	0.00	62,618.55	91.56
001-700-103-25 POLICE DEPT PRO	0	0.00	0.00	0.00	0.00	0.00
001-700-104-00 POLICE DEPT. FICA TAX	57,556	3,948.91	50,867.92	0.00	6,688.08	88.38
001-700-105-00 POLICE DEPT. GROUP INSURA	100,000	5,616.25	91,985.14	0.00	8,014.86	91.99
001-700-106-00 POLICE DEPT. RETIREMENT	75,236	5,013.74	64,836.70	0.00	10,399.30	86.18
001-700-106-25 POLICE RET PRO	0	0.00	0.00	0.00	0.00	0.00
001-700-108-00 RECOVERY GRANT OVERTIME E	0	0.00	0.00	0.00	0.00	0.00
001-700-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	974,352	66,840.48	886,631.21	0.00	87,720.79	91.00
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	13,900	846.18	13,254.00	0.00	646.00	95.35
001-700-213-00 POLICE DEPT UTILITIES	0	0.00	0.00	0.00	0.00	0.00
001-700-214-00 POLICE DEPT. TRAVEL EXPEN	3,000	282.72	2,247.20	0.00	752.80	74.91
001-700-221-00 POLICE DEPT. TRAINING	15,500	3,141.03	9,525.01	0.00	5,974.99	61.45
001-700-221-01 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-700-225-00 POLICE DEPT. UNIFORM MAIN	500	0.00	0.00	0.00	500.00	0.00
001-700-226-00 POLICE DEPT. INSURANCE &	43,500	11,308.70	43,480.67	0.00	19.33	99.96
001-700-233-00 POLICE DEPT. CRIMINAL INV	2,000	1,678.13	1,778.13	0.00	221.87	88.91
TOTAL CONTRACTUAL SERVICES	78,400	17,256.76	70,285.01	0.00	8,114.99	89.65
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	29,800	6,437.44	29,939.14	0.00	139.14)	100.47
001-700-341-01 POLICE HMLAND GRANT RADIO	0	0.00	0.00	0.00	0.00	0.00
001-700-341-02 POLICE GRANT-(AUDIO SURVE	0	0.00	0.00	0.00	0.00	0.00
001-700-341-03 POLICE GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-700-341-04 CVR-LET-RJ FEES EXPENSED	10,000	719.00	3,750.86	0.00	6,249.14	37.51

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-700-341-05 POLICE VIPS EXPENSES	17,000	3,913.05	16,765.69	0.00	234.31	98.62
001-700-341-06 POLICE FORFEITURE EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-700-343-00 POLICE DEPT. AUTO SUPPLIE	32,000	3,324.74	30,903.07	0.00	1,096.93	96.57
001-700-344-00 POLICE DEPT. FEEDING PRIS	0	0.00	0.00	0.00	0.00	0.00
001-700-345-00 POLICE DEPT. UNIFORMS	8,000	122.17	1,612.47	193.75	6,193.78	22.58
001-700-353-00 RECOVERY GRANT SOFT/HARDW	0	0.00	0.00	0.00	0.00	0.00
001-700-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	96,800	14,516.40	82,971.23	193.75	13,635.02	85.91
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	135,156	24,895.45	135,311.13	0.00	( 155.13)	100.11
TOTAL CAPITAL OUTLAY	135,156	24,895.45	135,311.13	0.00	( 155.13)	100.11
CONTRIBUTIONS						
001-700-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-700-670-00 FORD NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-700-670-01 LEASE PYMNT CRUISER RDT	0	0.00	0.00	0.00	0.00	0.00
001-700-670-02 RDT LEASE CRUISER EXP	0	0.00	0.00	0.00	0.00	0.00
001-700-670-03 NOTE PAYABLE INT POL CRUI	0	0.00	0.00	0.00	0.00	0.00
001-700-672-00 BOND PAYABLE INT EXP	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 POLICE	1,284,708	123,509.09	1,175,198.58	193.75	109,315.67	91.49
FIRE						
=====						
SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	532,100	37,912.66	459,896.36	0.00	72,203.64	86.43
001-706-104-00 FIRE DEPT. FICA TAX	43,475	2,916.61	35,218.18	0.00	8,256.82	81.01
001-706-105-00 FIRE DEPT. GROUP INSURANC	65,300	4,201.25	63,826.48	0.00	1,473.52	97.74
001-706-106-00 FIRE DEPT. GROUP RETIREME	54,450	3,454.32	42,104.01	0.00	12,345.99	77.33
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	695,325	48,484.84	601,045.03	0.00	94,279.97	86.44
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	2,000	163.15	1,792.54	0.00	207.46	89.63
001-706-213-00 FIRE DEPT. UTILITIES	0	0.00	0.00	0.00	0.00	0.00
001-706-214-00 FIRE DEPT. TRAVEL EXPENSE	2,500	0.00	569.56	0.00	1,930.44	22.78
001-706-216-00 FIRE DEPT. MAINTENANCE	7,500	550.00	6,292.49	0.00	1,207.51	83.90
001-706-221-00 FIRE DEPT. TRAINING	10,000	499.00	9,760.16	0.00	239.84	97.60
001-706-226-00 FIRE DEPT. INSURANCE & BO	48,105	3,466.09	45,415.06	0.00	2,689.94	94.41
TOTAL CONTRACTUAL SERVICES	70,105	4,678.24	63,829.81	0.00	6,275.19	91.05

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
001-706-341-00 FIRE DEPT. MATERIAL & SUP	28,500	1,584.53	28,035.95	0.00	464.05	98.37
001-706-341-01 VOLUNTEER FIREFIGHTER EXP	0	0.00	0.00	0.00	0.00	0.00
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	46,515	2,547.04	28,849.18	0.00	17,665.82	62.02
001-706-345-00 FIRE DEPT. UNIFORMS	5,000	1,603.00	4,498.85	0.00	501.15	89.98
001-706-348-00 FIRE DEPT. HAZARDOUS MAT R	500	0.00	0.00	0.00	500.00	0.00
TOTAL COMMODITIES	80,515	5,734.57	61,383.98	0.00	19,131.02	76.24
CAPITAL OUTLAY						
001-706-459-00 FIRE DEPT. CAPITAL OUTLAY	145,938	4,790.11	141,244.60	0.00	4,693.40	96.78
001-706-461-00 NEW FIRE FACILITY	13,900	13,177.44	13,177.44	0.00	722.56	94.80
TOTAL CAPITAL OUTLAY	159,838	17,967.55	154,422.04	0.00	5,415.96	96.61
CONTRIBUTIONS						
001-706-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-706-670-00 FIRE TRK NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
001-706-672-00 BOND PAYABLE INT EXP	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 FIRE	1,005,783	76,865.20	880,680.86	0.00	125,102.14	87.56
DOG WARDEN - CONTRACTED						
=====						
CONTRACTUAL SERVICES						
001-707-230-00 DOG WARDEN CONTRACTED SER	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL CONTRACTUAL SERVICES	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL DOG WARDEN - CONTRACTED	1,100	0.00	0.00	0.00	1,100.00	0.00
FLOOD CONTROL						
=====						
CONTRACTUAL SERVICES						
001-714-230-00 FLOOD CONTROL-RIVER CLEAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FLOOD CONTROL	0	0.00	0.00	0.00	0.00	0.00

FIRE - CONTRACTED



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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRACTUAL SERVICES</u>						
001-715-230-00 FIRE DEP CONTRACTED/HYDRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
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TOTAL FIRE - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
<u>STREET</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-750-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	532,000	33,269.16	438,306.90	0.00	93,693.10	82.39
001-750-104-00 STREET DEPT. FICA TAX	40,698	2,540.69	33,426.70	0.00	7,271.30	82.13
001-750-105-00 STREET DEPT. GROUP INSURA	87,000	3,887.25	70,609.02	0.00	16,390.98	81.16
001-750-106-00 STREET DEPT. GROUP RETIRE	50,400	3,192.62	42,596.14	0.00	7,803.86	84.52
001-750-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	710,098	42,889.72	584,938.76	0.00	125,159.24	82.37
<u>CONTRACTUAL SERVICES</u>						
001-750-211-00 STREET DEPT. TELEPHONES	7,100	574.84	7,087.69	0.00	12.31	99.83
001-750-213-00 STREET DEPT. UTILITIES	28,600	2,581.29	27,971.09	0.00	628.91	97.80
001-750-215-00 CONTRIBUTION TO FLOWER CP	135,000	0.00	135,000.00	0.00	0.00	100.00
001-750-226-00 STREET DEPT. INSURANCE &	50,000	8,859.12	42,748.98	0.00	7,251.02	85.50
TOTAL CONTRACTUAL SERVICES	220,700	12,015.25	212,807.76	0.00	7,892.24	96.42
<u>COMMODITIES</u>						
001-750-341-00 STREET DEPT. MAT & SUPPLI	117,300	9,476.24	117,836.43	0.00	536.43	100.46
001-750-343-00 STREET DEPT. AUTO SUPPLIE	50,000	5,797.29	47,590.74	0.00	2,409.26	95.18
001-750-345-00 STREET DEPT. UNIFORMS	7,950	1,584.82	8,099.18	0.00	149.18	101.88
001-750-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	175,250	16,858.35	173,526.35	0.00	1,723.65	99.02
<u>CAPITAL OUTLAY</u>						
001-750-458-00 WALK TRAIL	0	0.00	0.00	0.00	0.00	0.00
001-750-458-01 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-750-458-02 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-03 DOG PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-04 TRANSPORTATION ENHANCE GR	0	0.00	0.00	0.00	0.00	0.00
001-750-458-05 STREET DEPT PROJECTS	234,515	26,707.66	234,535.12	0.00	20.12	100.01
001-750-458-06 PROJECTS STREET DEPT MISC	9,500	0.00	9,411.39	0.00	88.61	99.07
001-750-458-07 LWCF/ NORTH BUCK. PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-08 GATEWAY WEST GRANT EXPENS	2,400	2,766.90	3,134.88	0.00	734.88	130.62
001-750-459-00 STREET DEPT. CAPITAL OUTL	252,100	4,477.70	244,019.01	0.00	8,080.99	96.79
001-750-459-22 PROPERTY PAYMENT MUDLICK	117,300	9,774.80	117,267.60	0.00	32.40	99.97
001-750-459-99 STREET PV JE-RDT	0	0.00	0.00	0.00	0.00	0.00
001-750-461-00 STREET PAVING	322,500	133,842.46	322,128.68	0.00	371.32	99.88
TOTAL CAPITAL OUTLAY	938,315	177,569.52	930,496.68	0.00	7,818.32	99.17

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRIBUTIONS</u>						
001-750-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
<u>NON-OPERATING EXPENSES</u>						
001-750-670-00 NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-750-670-03 RDT LEASE RAM TRK	0	0.00	0.00	0.00	0.00	0.00
001-750-670-04 RDT RECORD LEASE PMNT RAM	0	0.00	0.00	0.00	0.00	0.00
001-750-670-05 NOTE PAYABLE INT EXP CONC	0	0.00	0.00	0.00	0.00	0.00
001-750-670-06 N/P INT EXP ENTERPRISE RA	0	0.00	0.00	0.00	0.00	0.00
001-750-672-00 N/P INT 2020 BOND MUDLICK	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
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TOTAL STREET	2,044,363	249,332.84	1,901,769.55	0.00	142,593.45	93.03
<u>STREET LIGHTS</u>						
=====						
<u>CONTRACTUAL SERVICES</u>						
001-751-213-00 STREET LIGHTS	70,000	5,829.88	67,450.42	0.00	2,549.58	96.36
TOTAL CONTRACTUAL SERVICES	70,000	5,829.88	67,450.42	0.00	2,549.58	96.36
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TOTAL STREET LIGHTS	70,000	5,829.88	67,450.42	0.00	2,549.58	96.36
<u>TRAFFIC SIGNALS &amp; SIGNS</u>						
=====						
<u>CONTRACTUAL SERVICES</u>						
001-752-213-00 TRAFFIC SIGNALS POWER	3,500	248.71	3,004.60	0.00	495.40	85.85
001-752-230-00 SIGNS & SIGNALS	16,000	653.13	13,235.97	0.00	2,764.03	82.72
TOTAL CONTRACTUAL SERVICES	19,500	901.84	16,240.57	0.00	3,259.43	83.28
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TOTAL TRAFFIC SIGNALS & SIGNS	19,500	901.84	16,240.57	0.00	3,259.43	83.28
<u>SNOW REMOVAL</u>						
=====						
<u>COMMODITIES</u>						
001-753-341-00 SNOW REMOVAL	12,700	0.00	12,632.73	0.00	67.27	99.47
TOTAL COMMODITIES	12,700	0.00	12,632.73	0.00	67.27	99.47
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TOTAL SNOW REMOVAL	12,700	0.00	12,632.73	0.00	67.27	99.47

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
AIRPORT =====						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL AIRPORT	15,000	0.00	15,000.00	0.00	0.00	100.00
PUBLIC TRANSIT =====						
CONTRIBUTIONS						
001-759-568-00 PUBLIC TRANSIT	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	10,000	0.00	10,000.00	0.00	0.00	100.00
TOTAL PUBLIC TRANSIT	10,000	0.00	10,000.00	0.00	0.00	100.00
HEALTH DEPT =====						
CONTRIBUTIONS						
001-803-568-00 BUCKHANNON-UPSHUR HEALTH	5,000	0.00	5,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	5,000	0.00	5,000.00	0.00	0.00	100.00
TOTAL HEALTH DEPT	5,000	0.00	5,000.00	0.00	0.00	100.00
STORM WATER =====						
COMMODITIES						
001-805-348-00 STORM WATER TO SANITARY	150,000	0.00	150,000.00	0.00	0.00	100.00
TOTAL COMMODITIES	150,000	0.00	150,000.00	0.00	0.00	100.00
TOTAL STORM WATER	150,000	0.00	150,000.00	0.00	0.00	100.00
PARK 25% TO CPWB =====						
SALARIES & BENEFITS						
001-900-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COMMODITIES						
001-900-341-00 PARK-30% HOT/MOT PD TO CP	34,500	9,713.99	39,809.89	0.00	( 5,309.89)	115.39
TOTAL COMMODITIES	34,500	9,713.99	39,809.89	0.00	( 5,309.89)	115.39
CONTRIBUTIONS						
001-900-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL PARK 25% TO CPWB	34,500	9,713.99	39,809.89	0.00	( 5,309.89)	115.39
CVB 75% TO CVB =====						
CONTRACTUAL SERVICES						
001-901-235-00 HOTEL/MOTEL 70% PAID TO C	80,500	22,665.95	92,889.58	0.00	( 12,389.58)	115.39
TOTAL CONTRACTUAL SERVICES	80,500	22,665.95	92,889.58	0.00	( 12,389.58)	115.39
TOTAL CVB 75% TO CVB	80,500	22,665.95	92,889.58	0.00	( 12,389.58)	115.39
ARTS & HUMANITIES =====						
SALARIES & BENEFITS						
001-906-101-00 CAC SALARIES	10,000	1,480.50	1,480.50	0.00	8,519.50	14.81
001-906-104-00 CAC FICA	765	113.25	113.25	0.00	651.75	14.80
001-906-105-00 CAC HEALTH INS	2,000	25.91	25.91	0.00	1,974.09	1.30
001-906-106-00 CAC RETIREMENT	1,000	148.05	148.05	0.00	851.95	14.81
TOTAL SALARIES & BENEFITS	13,765	1,767.71	1,767.71	0.00	11,997.29	12.84
CONTRACTUAL SERVICES						
001-906-213-00 CAC UTILITIES	2,000	891.61	1,095.12	0.00	904.88	54.76
001-906-216-00 THEATRE MAINTENANCE/UTILI	10,000	250.00	4,681.13	0.00	5,318.87	46.81
001-906-223-00 CAC PROFESSIONAL SERVICES	10,000	5,797.94	5,797.94	0.00	4,202.06	57.98
001-906-226-00 CAC INSURANCE & BONDS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	22,000	6,939.55	11,574.19	0.00	10,425.81	52.61
CAPITAL OUTLAY						
001-906-450-01 THEATRE BLDG	40,700	0.00	40,787.68	0.00	( 87.68)	100.22
001-906-459-00 THEATRE CAPITAL	394,700	95,160.01	407,052.86	0.00	( 12,352.86)	103.13
001-906-459-01 CULTURE ARTS GRANT (ADA T	20,000	0.00	20,000.00	0.00	0.00	100.00
TOTAL CAPITAL OUTLAY	455,400	95,160.01	467,840.54	0.00	( 12,440.54)	102.73
TOTAL ARTS & HUMANITIES	491,165	103,867.27	481,182.44	0.00	9,982.56	97.97



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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
STOCKERT YOUTH CENTER =====						
SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	162,000	13,364.26	163,133.87	0.00 (	1,133.87)	100.70
001-907-103-00 CAMP BUCANNEER SALARIES	24,000	4,910.95	25,303.61	0.00 (	1,303.61)	105.43
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	1,398.06	14,449.58	0.00 (	949.58)	107.03
001-907-105-00 GROUP INSURANCE	27,950	2,167.00	27,783.48	0.00	166.52	99.40
001-907-106-00 GROUP RETIREMENT	11,300	809.28	11,162.25	0.00	137.75	98.78
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	239,750	22,649.55	242,282.79	0.00 (	2,532.79)	101.06
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	3,600	248.60	3,171.31	0.00	428.69	88.09
001-907-213-00 UTILITIES	20,600	1,588.72	19,312.94	0.00	1,287.06	93.75
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	7,000	990.33	9,550.88	0.00 (	2,550.88)	136.44
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	2,316.96	9,871.58	0.00	3,128.42	75.94
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	5,144.61	41,906.71	0.00	3,318.29	92.66
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	6,000	280.29	4,972.87	0.00	1,027.13	82.88
001-907-341-01 OPERATING EXPENSES	2,500	185.95	2,492.49	0.00	7.51	99.70
001-907-343-00 SYC AUTO SUPPLIES	11,000	180.38	8,158.78	0.00	2,841.22	74.17
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	350.00	9,834.71	0.00	3,165.29	75.65
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	1,117.54	1,857.13	0.00	2,642.87	41.27
001-907-361-00 AFTER SCHOOL SUPPLIES	6,000	553.91	5,986.08	0.00	13.92	99.77
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	14.00	1,900.00	0.00	0.00	100.00
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	70.00	1,182.00	0.00	318.00	78.80
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	202.93	202.93	0.00	1,797.07	10.15
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	55,150	2,955.00	41,450.89	0.00	13,699.11	75.16

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

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

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	0.00	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	0.00	214,368.13	0.00	33,781.87	86.39
CONTRIBUTIONS						
001-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL STOCKERT YOUTH CENTER	588,275	30,749.16	540,008.52	0.00	48,266.48	91.80
CONVENTION CENTER =====						
CAPITAL OUTLAY						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,250	0.00	40,212.00	0.00	38.00	99.91
TOTAL CAPITAL OUTLAY	40,250	0.00	40,212.00	0.00	38.00	99.91
TOTAL CONVENTION CENTER	40,250	0.00	40,212.00	0.00	38.00	99.91
HISTORIC LANDMARKS =====						
CONTRACTUAL SERVICES						
001-911-223-00 HISTORIC LAND MARK EXPENS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HISTORIC LANDMARKS	0	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY =====						
CONTRACTUAL SERVICES						
001-976-213-00 SAFETY COMPLEX UTILITIES	24,000	232.18	17,755.65	0.00	6,244.35	73.98
001-976-216-00 SAFETY COMPLEX MAINT	16,000	2,404.76	4,460.01	0.00	11,539.99	27.88
001-976-226-00 SAFETY COMPLEX INSURANCE	9,000	0.00	4,264.84	0.00	4,735.16	47.39
TOTAL CONTRACTUAL SERVICES	49,000	2,636.94	26,480.50	0.00	22,519.50	54.04
CAPITAL OUTLAY						
001-976-459-00 SAFETY COMPLEX CAPITAL IM	0	0.00	0.00	0.00	0.00	0.00
001-976-459-35 FEMA GRANT#2 GENERATOR EX	1,052,465	45,554.80	393,939.79	0.00	658,525.21	37.43
001-976-459-36 FEMA GRANT#1 GENERATOR EX	1,179,044	37,117.24	142,595.64	0.00	1,036,448.36	12.09

001-GENERAL FUND

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	2,231,509	82,672.04	536,535.43	0.00	1,694,973.57	24.04
TOTAL PUBLIC SAFETY	2,280,509	85,308.98	563,015.93	0.00	1,717,493.07	24.69
TOTAL EXPENDITURES	9,243,985	759,561.62	6,954,965.34	6,193.75	2,282,825.91	75.30
REVENUE OVER/(UNDER) EXPENDITURES	( 1,306,045)	370,861.80	( 265,157.83)	( 6,193.75)	( 1,034,693.42)	20.78

**F.4 Approval Policy for Organizations Requesting Financial Support** was moved to the table for discussion and/or vote. Mayor Skinner provided an overview of the Policy for Organizations Requesting Financial Support, which has been recommended by Recorder Sanders. The Mayor then recognized Mr. Sanders who led a discussion on the importance of instituting this type of requirement for a request for funding. An overall discussion of the Policy for Organizations Requesting Financial Support took place with Recorder Sanders recommending we table the matter until Council members have more time to review the document. No action was necessary at this time.

Draft\*\*\*\*Outside Funding Request Process\*\*\*\*Draft

Effective \_\_\_\_\_(date), the City of Buckhannon City Council has a process for outside organizations applying for programmatic or event funding assistance.

The Outside Funding Request Process may provide funding for programs or events that benefit the greater, Buckhannon-Upshur community. Specifically:

- Consideration for funding may be given by the Council to an applying or sponsoring organization possessing a current,federal Tax ID number that establishes the organization as an IRC 501(c) entity.
- \*Funds allocated will be used toward a program or event that is open to the entire
- community.
- Preference will be given to requests that achieve the following criteria, listed in order of priority:
  1. A program or activity that will benefit the Buckhannon-Upshur citizenry and the City of Buckhannon.
  2. Requests that have broad-based appeal to the community, demonstrated by the number of participants and projected attendees.
  3. Requests that provide a unique benefit or service, or entertainment to the community.
  4. The quality and completeness of the application.
  5. The timeliness of the application, and the availability of City funds.

Application Process and Additional Requirements:

NOTE: The City Council reserves the right to deny any request, even if the eligibility criteria are met.

1. All sections of the application must be completed to be eligible for consideration.
2. Requests first will be reviewed by a committee of City staff appointed by the City Council, that then will make a written recommendation to the City Council. The applying organization may be asked to attend a meeting(s) to discuss their application in detail. Applications for budgets beginning July 1 st should be made to the City Council during Council's annual, budgetary sessions typically occurring in February/March during each fiscal year.
3. Requests for funding may be made at other times of the year in the event that an unforeseen need or opportunity arises that could not be fulfilled using the normal application timeline. To be considered, the applicant must demonstrate why the request could not be made before the normal funding deadline in February/March.
4. The City Council reserves its discretion to reasonably deny any request, even if eligibility criteria are met, or alternatively, to reduce the amount of funding.
5. City funding may not exceed 50% of the projected expense of the program or event. Applicants shall demonstrate efforts to seek funding from other, non-City sources.
6. Awards are paid by the City on a reimbursement basis for tasks completed. To receive reimbursement for expenses, awardees must submit to the City a payment request form, a summary of expenses, and a final report documenting the outcomes of the event or program including number of participants, etc.



7. City funds must be expended for purposes that benefit the public. Expenses ineligible for funding include: capital improvements, administrative expenses, building renovations, debt service, anything excluded from purchase through the City's Purchasing Policies (such as alcohol; gift cards; purchases that are non-public in nature), support for a particular political party, candidate, or platform, general fundraising, organizational dues, memberships, or anything that violates local, state, or federal laws.
8. Funds awarded by the City Council during the March budget approval will be available for activities starting July 1 and concluding on or before the ensuing June 30.
9. Previous awards to your organization are not a guarantee of future funding.
10. Funding applications may or may not be awarded in its entirety.

City of Buckhannon, WV  
Funding Request Application  
Fiscal Year 2022-2023

Name of Organization Requesting Grant Funding:

Organization Address:

Organization Phone Number:

Organization Email Address:

Organization Website:

CEO/President/Executive Director Name:

Contact Person:

Contact Person Phone Number:

Contact Person Email:

Name, Address, Phone Number and Email of person completing this application

Name:

Address:

Phone:

Email:

Amount of Funding requested: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Provide Additional Pages If Necessary:

Please provide a description of the organization: (max 100 words)

Project Narrative: Include a description of the project, goals and objectives, benefits to the citizens of the City of Buckhannon. (max 500 words)

Why do you feel the City of Buckhannon should consider funding this project? (max 200 words)

How many individuals are expected to benefit from your project?

If other organizations are collaborating on this project, provide the name(s) of organization(s) and a brief description of the collaboration. \*If no Collaborations, enter "none" (max 300 words)

Do you consider this project to be a continuing, long term project with future financial needs?

☐ Yes

☐ No

If yes, what is your future funding plans? (max 100 words)

How many volunteers will contribute time to the project?

Anticipated date of project completion:

Detailed Budget of the project (be specific): (max 300 words)

Describe other funding sources (be specific): (max 300 words)

Does your organization have an annual audit?

☐ Yes

☐ No

If yes, please attach.

Is your organization designated by the IRS as a NON-PROFIT?  
☐ Yes  
☐ No

Please attach your IRS Determination Letter.

What are your excepted outcomes from the project and how will they be measured? (max 300 words)

What is the target Population for the project?

What geographic area of City of Buckhannon or Upshur County will this project serve?

Date Submitted: \_\_\_\_\_

Please attach the following documents:  
Attach Your Income and Expenditures  
Attach Your Financial Narrative  
Attach the List of Officers  
Additional Documents – Optional

**F.7 Approval Resolution 2022-04 Budget Revision #1 Coal Tax FY 2022/23** was moved to the table for discussion and/or vote. Amby Jenkins provided an overview of the recommended budget revision.

**Motion to approve Resolution 2022-04 Budget Revision #1 Coal Tax FY 2022/23** was made by Sanders/Thomas. Motion Carried.

**Roll Call Vote on Resolution 2022-04 Budget Revision #1 Coal Tax FY 2022/23** went as follows:

<b>Thomas – Yes</b>	<b>Reger - Yes</b>
<b>Rylands – Yes</b>	<b>McCauley - Yes</b>
<b>Sanders – Yes</b>	<b>Bucklew - Yes</b>
<b>Skinner – Yes</b>	

RESOLUTION 2022-04

At a regular session of the municipal council, held (Month, day and year) July 7, 2022 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the City of Buckhannon. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number Coal Tax #1, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Randall H. Sanders, and duly seconded by David Thomas the vote thereon was as follows:

<u>Robert New Skinner</u>	<input checked="" type="radio"/> Yes or No
<u>[Signature]</u>	<input checked="" type="radio"/> Yes or No
<u>[Signature]</u>	<input checked="" type="radio"/> Yes or No
<u>[Signature]</u>	<input checked="" type="radio"/> Yes or No
<u>[Signature]</u>	<input checked="" type="radio"/> Yes or No
<u>[Signature]</u>	<input checked="" type="radio"/> Yes or No
<u>Pamela Bucklew</u>	<input checked="" type="radio"/> Yes or No

WHEREUPON, Randall Sanders - Recorder, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the \_\_\_\_\_ is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor  
West Virginia State Auditor's Office  
200 West Main Street  
Clarksburg, WV 26301  
Phone: 627-2415 ext. 5114  
Fax: 304-340-5099  
Email: lgsa@wvsa.gov

REQUEST FOR REVISION TO APPROVED BUDGET  
Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER  
Fiscal Year: 06/30/2023  
Fund: 2  
Revision Number: 1  
Pages: 1 of 1

City of Buckhannon  
GOVERNMENT ENTITY

70 E Main St  
STREET OR PO BOX  
Buckhannon 26201  
CITY ZIP CODE

Municipality  
Government Type

Person To Contact Regarding Request:  
Name: Amberle Jenkins  
Phone: 304-472-1651  
Fax: 304-472-0934  
Email: amby.jenkins@buckhannonwv.org

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	13,000	45,423		58,423
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			45,423		

Explanation for Account # 378, Municipal Specific:  
Explanation for Account # 360, Contributions from Other Funds:

EXPENDITURES: (net each account category) (WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
750	Streets and Highways	13,000	45,423		58,423
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			45,423		

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE OF ENTITY

07/07/2022 APPROVAL DATE

**F.8 Approval Resolution 2022-05 Budget Revision #1 General Fund FY 2022/23** was moved to the table for discussion and/or vote. Amby Jenkins provided an overview of the recommended budget revision.

**Motion to approve Resolution 2022-05 Budget Revision #1 General Fund FY 2022/23** was made by Reger/Sanders. Motion carried.

**Roll Call Vote on Resolution 2022-05 Budget Revision #1 General Fund FY 2022** went as follows:

Thomas – Yes

Rylands – Yes

Sanders – Yes

Skinner – Yes

Reger - Yes

McCauley - Yes

Bucklew - Yes



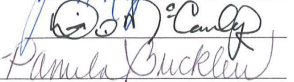
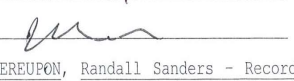
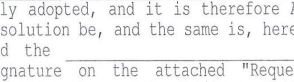
RESOLUTION 2022-05

At a regular session of the municipal council, held (Month, day and year) July 7, 2022 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the City of Buckhannon. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number General Fund #1, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Tack Reger, and duly seconded by Randall H. Sanders the vote thereon was as follows:

Yes or No

Yes or No

Yes or No

Yes or No

Yes or No

Yes or No

WHEREUPON, Randall Sanders - Recorder, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the \_\_\_\_\_ is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor  
West Virginia State Auditor's Office  
200 West Main Street  
Clarksburg, WV 26301  
Phone: 627-2415 ext. 5114  
Fax: 304-340-5090  
Email: lgs@wvsa.gov

REQUEST FOR REVISION TO APPROVED BUDGET  
Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists.  
(\$ 11-8-26a)

CONTROL NUMBER  
Fiscal Year: 06/30/2023  
Fund: 1  
Revision Number: 1  
Pages: 1 of 1

City of Buckhannon  
GOVERNMENT ENTITY

Person To Contact Regarding Request:  
Name: Amberlie Jenkins  
Phone: 304-472-1651  
Fax: 304-472-0934  
Email: amby.jenkins@buckhannonwv.org

70 E Main St  
STREET OR PO BOX  
Buckhannon 26201  
CITY ZIP CODE

Municipality  
Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
299	Unassigned Fund Balance	705,000	452,467		1,157,467
340	Parks & Recreation	10,000	90,000		100,000
365	Federal Government Grants		275,844		275,844
366	State Government Grants	1,179,895	209,899		1,389,794
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			1,028,210		

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
410	City Council	23,825	5,000		28,825
440	City Hall	91,000	5,000		96,000
699	Contingencies*		328,142		328,142
750	Streets and Highways	1,822,037	235,224		2,057,261
906	Arts & Humanities	100,825	179,000		279,825
976	Public Safety	1,272,895	275,844		1,548,739
	#N/A				
	#N/A				
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			1,028,210		

**F.9 Approval to Participate & Accept the DEP's Reclamation of Abandoned and Dilapidated Properties Program** was moved to the table for discussion and/or vote. Amby Jenkins provided an overview of the recommended program participation.

**Motion to approve the City of Buckhannon to participate & accept the DEP's Reclamation of Abandoned and Dilapidated Properties Program** was made by Thomas/Rylands. Motion carried.



west virginia department of environmental protection

Executive Office  
601 57<sup>th</sup> Street, SE  
Charleston, WV 25304  
Office: 304-926-0480

Harold Ward, Cabinet Secretary  
dep.wv.gov

June 27, 2022

Robert Skinner, Mayor  
Amberle Jenkins, Asst. Recorder & Director of Finances & Admin.  
70 E Main St.  
Buckhannon, WV 26201

Dear Mayor Skinner,

Congratulations. It's my pleasure to confirm that Buckhannon has been chosen as one of twenty-two towns, cities, and counties to participate in the pilot phase of the DEP's Reclamation of Abandoned and Dilapidated Properties Program.

Buckhannon has been selected for one of these initial grants in large part due to the information that you have provided WV-DEP about your existing efforts in dealing with this issue. Specifically, you have told us that:

1. You have an existing program that deals with abandoned and dilapidated structures;
2. You have a formal list of structures identified for demolition in your community;
3. You can obtain legal access to each of the properties that will be demolished;
4. You have an approved means for dealing with asbestos removal from such structures; and
5. You have an approved means for the disposal of the dilapidated structures in a permitted landfill or materials recovery center.

Under the terms of the grant, Buckhannon will be entitled to reimbursement of demolition costs up to a maximum of \$100,000.00. That amount is based on the number of structures that you reported were included on your targeted properties list, the estimated cost to demolish structures based on your experience to date, and the estimate of how many structures can be demolished during a 12-month grant period (with the potential for a single six-month extension).

I want to invite you or your designee (two maximum) to join us for a pre-grant award meeting at DEP's headquarters in Kanawha City on Wednesday, July 13, at 1:00. At that time, you will be presented with the formal application package for your grant along with guidance on the proper submission of the required information. Final approval of your grant will be made once the preliminary application

information is received and approved. We will also review at that meeting the guidelines for use of the funding and the reporting that will be required during the grant administration.

Please contact John King with our Office of Environmental Advocate ([John.M.S.King@wv.gov](mailto:John.M.S.King@wv.gov); 304-414-9760) with any questions prior to the meeting. Otherwise, I will look forward to meeting you on July 13.

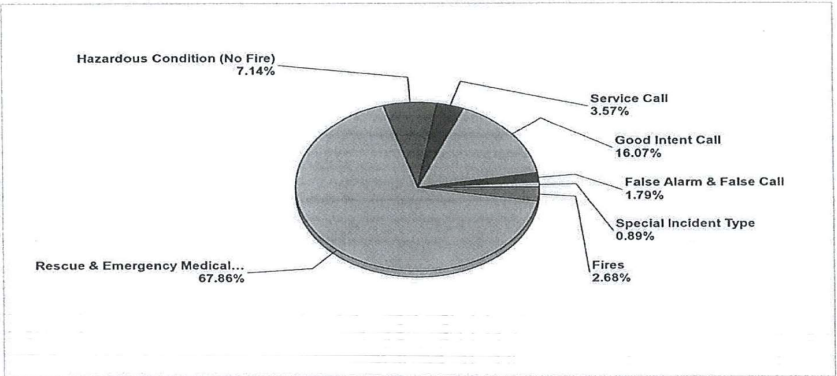
Sincerely,

  
Harold Ward, Cabinet Secretary  
WV Department of Environmental Protection

### C.3 Fire Chief- JB Kimble - Mayor Skinner recognized Buckhannon Fire Chief JB Kimble who presented the following report to City Council:

STATION: ST1 - Buckhannon Fire Department	COUNT
Baxa, Joey	194
Baxa, Linn	210
Boggs, Justin	139
Brugnoli, John	200
Chidester, Brian	46
Conrad, Zack	1
Cutright, Cody	3
Davis, Glen	74
Dean, Travis	81
Ellis, Alex	34
Elmore, Brian	164
Jenkins, Shane	199
Kimble, J.B.	186
Landis, Devin	69
Long, Derek	28
Michael, Steve	89
Petitto, Maggie	48
Potter, Brian	40
Potter, Maria	189
Rasnake, Blake	10
Smith, Ethan	192
Smith, Tanner	212
Wamsley, Dion	15
Wilfong, Hunter	32
TOTAL:	2455





MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	2.68%
Rescue & Emergency Medical Service	76	67.86%
Hazardous Condition (No Fire)	8	7.14%
Service Call	4	3.57%
Good Intent Call	18	16.07%
False Alarm & False Call	2	1.79%
Special Incident Type	1	0.89%
TOTAL	112	100%

ZONE	NUMBER OF CALLS
Adrian - Mutual Aid - Adrian	1
Belington - Mutual Aid - Belington	1
City Limits - City Limits	74
Coalton - Mutual Aid - Coalton	1
Ellamore - Mutual Aid - Ellamore	2
First Due - First Due Response Area	22
Philippi - Mutual Aid - Philippi	1
Warren Dist. - Mutual Aid - Warren District	4
Wash. Dist. - Mutual Aid - Washington District	1
Weston - Mutual Aid - Weston	5
TOTAL:	112

ZONE	NUMBER OF CALLS
Adrian - Mutual Aid - Adrian	9
Banks Dist. - Mutual Aid - Banks District	5
Belington - Mutual Aid - Belington	1
City Limits - City Limits	321
Coalton - Mutual Aid - Coalton	1
Ellamore - Mutual Aid - Ellamore	17
First Due - First Due Response Area	101
Philippi - Mutual Aid - Philippi	1
Warren Dist. - Mutual Aid - Warren District	12
Wash. Dist. - Mutual Aid - Washington District	1
Weston - Mutual Aid - Weston	14
TOTAL:	483

**F.2 Approval MOU between COB & UCDHSEM Re: FCC License & Tower Equipment Maintenance –Fire Frequencies Operation Channels** was moved to the table for discussion and/or vote. Chief JB Kimble provided an overview of the MOU between COB & UCDHSEM Re: FCC License & Tower Equipment Maintenance –Fire Frequencies Operation Channels and recommended the MOU be executed.

**Motion to approve the MOU between COB & UCDHSEM Re: FCC License & Tower Equipment Maintenance –Fire Frequencies Operation Channels** was made by Bucklew/Sanders. Motion carried. Indexed City Agreements A 337



UPSHUR COUNTY  
DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT  
181 PALLOTINE DRIVE, BUCKHANNON, WV 26201  
PHONE: (304) 472-4983 FAX: (304) 472-6539

Memorandum of Understanding

This Memorandum of Understanding hereinafter called "MOU" between the Upshur County Department of Homeland Security and Emergency Management hereinafter referred to as "UCDHSEM" and the City of Buckhannon hereinafter referred to as "City of Buckhannon" pertains to Emergency Communication assets currently owned and operated by UCDHSEM and licensed by the City of Buckhannon.

On or around 2014 the City of Buckhannon applied for a modification to its FCC license KQ1504 to facilitate the installation and operation of a VHF repeater to supplement emergency communications for its Fire Department utilizing the frequencies 154.9725 & 158.8425. At that time Upshur County Commission purchased the repeater and associated equipment and placed it in service at the Tallmansville Tower Site. The County along with its partners continue to maintain this site and the equipment.

Since the initial installation in 2014, the repeater system has become a key link to Fire Department communications county wide.

This MOU is intended to clarify roles and responsibilities as to the operations and management of these communication assets.

**The UCDHSEM shall, to the best of its ability, continue to house and maintain the equipment in good working order, provide the electricity necessary to power the equipment, and will make the equipment available to all Fire Departments in Upshur County and other agencies, as seen fit by the UCDHSEM. The UCDHSEM will further ensure that all agencies utilizing the frequency pair are doing so in accordance with all federal, state, and county laws and pursuant to all Federal Communications Commission rules and regulations.**

The City of Buckhannon shall maintain the FCC License KQ1504 as it relates to the above referenced frequencies in good standing. The City of Buckhannon further agrees to allow the UCDHSEM, Upshur 911, Upshur County Fire Departments, and any other agency deemed appropriate by the UCDHSEM to utilize the above frequency pair in accordance with all applicable Federal, State, County and FCC Regulations.

This agreement shall take effect on day of execution and remain in effect until terminated by either party with a 120-day prior **written** notice of intent to terminate.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Upshur County DHSEM

By: \_\_\_\_\_

Date: \_\_\_\_\_

City of Buckhannon

C.4 City Attorney- Tom O'Neill – Mr. O'Neill was absent.

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

D.1 Official Oath of Office Council Member David Thomas

OFFICIAL OATH

State of West Virginia,  
County of Upshur,  
City of Buckhannon,

I, J. David Thomas do solemnly affirm that I will support the Constitution of the United States, the Constitution of the State of West Virginia, the Charter and Ordinances of the City of Buckhannon, West Virginia, and faithfully discharge my duties as Council Member of the said City to the best of my ability, so help me God.

Signed 

Subscribed and sworn to before me this 1<sup>st</sup> day of July, 2022.

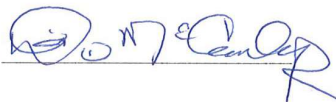
  
Mayor

D.2 Official Oath of Office Council Member David McCauley

OFFICIAL OATH

State of West Virginia,  
County of Upshur,  
City of Buckhannon,

I, David W. McCauley do solemnly affirm that I will support the Constitution of the United States, the Constitution of the State of West Virginia, the Charter and Ordinances of the City of Buckhannon, West Virginia, and faithfully discharge my duties as Council Member of the said City to the best of my ability, so help me God.

Signed 

Subscribed and sworn to before me this 1<sup>st</sup> day of July, 2022.



  
Mayor

D.3 Official Oath of Officer City Recorder Randall Sanders

CITY OF BUCKHANNON

OFFICIAL OATH

State of West Virginia,  
County of Upshur,  
City of Buckhannon,

I, Randall H. Sanders do solemnly affirm that I will support the Constitution of the United States, the Constitution of the State of West Virginia, the Charter and Ordinances of the City of Buckhannon, West Virginia, and faithfully discharge my duties as Recorder of the said City to the best of my ability, so help me God.

Signed 

Subscribed and sworn to before me this 1<sup>st</sup> day of July, 2022.

  
Mayor



## City Council Set For The New Fiscal Year

July 1, 2022, BUCKHANNON, WV: July 1st of each year begins a new fiscal year for the City of Buckhannon and it welcomes a new beginning for the City Council and its members. Three of those members were sworn in today including Randy Sanders, as the City Recorder, and David Thomas and David McCauley, as City Council members.

**Randy Sanders** has served as the City Recorder since 2019 when he was appointed to fill an unexpired term and he also serves as the City Information Officer. A native of Upshur County, Randy grew up in Rock Cave and for many years served on several Buckhannon community committees and boards including the WV Strawberry Festival. He currently produces Miss USA and Miss Teen USA state preliminary pageants under a franchise agreement with THE MISS BRAND CORP.

Randy's responsibilities as the City Recorder include serving as a voting member of City Council and the Stockert Youth & Community Center, and as the Ex Officio Secretary for the Consolidated Public Works Board; Sanitary Board; Water Board; and the Waste Collection Board. He is also a non-voting member and recording secretary for all of the City's Commissions. Mr. Sanders is currently the President of the World Association of Marching Show Bands Organizing Committee for the WAMSB World Championships being held in Buckhannon July 17 – 24, 2023.

**David Thomas** begins his sixth term as a council member, being first elected in 2004. During his professional career, Dave worked for two Fortune 500 companies in finance, taught undergraduate and graduate school in business and finance, and had executive experience at West Virginia Wesleyan College up until his retirement in 1997.

Dave has always been an advocate for volunteerism and served as a big brother for the YMCA, coached youth sporting teams, served on the Salvation Army Advisory Council, and is a founding member of the Foundation for Better Schools and of the Upshur County Economic Authority.

**David W. McCauley** begins his first term as a Council Member but has served the City of Buckhannon for 37 years. Most of that time he was the City Attorney and from 2016 to 2020 served as Mayor. During his term as Mayor several important initiatives took place including the reopening of the Public Safety Complex parking lot, the Trader's Alley/Milkman Lane project, grant awards or applications to realize the Gateway West and acquiring the Colonial Art Center.

Mr. McCauley has a Bachelor of Arts WVU (1980) and a Juris Doctorate from WVU (1983). He has been with West Virginia Wesleyan College since 1983 as a Professor & as WVWC's General Legal Counsel. He served as a Director MBA Program (1994-99), and there are well over 100 former WVWC students who are now attorneys themselves.

The next city council meeting will be held Thursday, July 7th at 7:00 pm, held in Council Chambers, City Hall, 70 E Main Street, Buckhannon. The full city council of Buckhannon includes Robbie Skinner, Mayor; Randy Sanders, Recorder; and council members Pam Bucklew, David McCauley, Jack Reger, Cj Rylands, and David Thomas.



Randy Sanders is sworn in by Mayor Robbie Skinner



David Thomas is sworn in by Recorder Randy Sanders



David McCauley sworn in by Mayor Skinner

(Photo by Monica Zalaznik / My Buckhannon)



Recorder Sanders, Mayor Skinner, Council Member McCauley

#### D.4 Report of Cat & Dog Activity –Upshur County Commission-May 2022

- Cats brought in by City Trapper 1
- Cats brought in by Animal Control Officer 0
- Cats brought in by County Residents 51
- Dogs brought by Animal Control Officer 23
- Dogs brought in by County Residents 28

#### D.5 Letter Agreement COB & UCBOE-Structure Razing-9 East Victoria Street-Indexed City Agreement City A334

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

June 9, 2022

Dr. Sarah Stankus  
Superintendent, Upshur County Schools  
102 Smithfield Street  
Buckhannon, West Virginia 26201

RE: Letter Agreement  
City of Buckhannon/Upshur County Board of Education  
Structure Razing – 9 East Victoria Street

Dear Dr. Stankus,

The purpose of this letter is to serve as an Agreement by which the Upshur County Board of Education (“Board”) and the City of Buckhannon (“City”) will undertake the labor to raze a structure located upon certain Board property, being that structure located adjacent to Buckhannon Academy Elementary School at 9 East Victoria Street and identified on the records of the Assessor of Upshur County as being Corporation District, Map 10, Parcel 42 (the “Subject Property”), in exchange for certain assurances from the Board.

The City agrees that it will undertake the razing of the structure on the Subject Property, including the costs for labor associated with debris removal (except for any tipping fees or third-party costs the City may incur to dispose of any refuse generated by the razing or any materials located within the structure, which the Board will reimburse to the City). The Board will indemnify and hold City harmless for any damages incurred by any party as a result of the City’s activities on Board property.

The Board is responsible for acquiring all necessary permits and authorizations for the razing, as well as securing and funding any required asbestos testing and abatement on the Subject Property prior to the commencement of the City’s work.


The City agrees that, once the structure is razed, it will grade and level the Subject Property in preparation for the Board’s final preparation of the Subject Property as an extension of the physical plant for Buckhannon Academy Elementary School, including its use as student recreational space.

The City of Buckhannon supports the mission of the Upshur County Board of Education, and we trust that further mutually beneficial collaborations may be identified and carried to fruition.

City of Buckhannon/Upshur County Board of Education  
Letter Agreement – Structure Razing – 9 East Victoria Street  
June 9, 2022  
Page 2 of 2

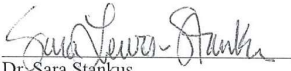
Please indicate your assent to the terms of this Agreement, and intent to be bound thereto, by signing below.

Sincerely yours,

  
Robert N. Skinner, III  
Mayor

Agreed to this \_\_\_\_ day of \_\_\_\_\_, 2022

Upshur County Board of Education

  
By: Dr. Sara Stankus  
Its: Superintendent of Schools

Cc: Jerry Arnold, Director of Public Works, City of Buckhannon  
Amberle Jenkins, Director of Finance and Administration, City of Buckhannon  
Members of Buckhannon City Council  
Thomas J. O’Neill, Buckhannon City Attorney  
File

**D.6 City PR: Buckhannon Independence Day Celebration**

**Buckhannon’s Independence Day Celebration A Success**

July 2, 2022, BUCKHANNON, WV: With the collaborative efforts of Create Buckhannon; the Independence Day Celebration organizers; and the City of Buckhannon, a fun-filled evening took place in Jawbone Park and in all parts of the downtown area as parking lots were also filled with spectators.

During the July 1<sup>st</sup> edition of “Festival Friday”, kids enjoyed the many inflatables located throughout the park and several tackled the Rock-Climbing Wall that was located in the Safety Complex parking lot.

The Farmers Market and additional vendors had a successful evening while attendees heard from the Masons; Gary Palumbo and the evening’s headliner, Stonestreet.



On Florida Street the All American Twirlers (Stockert Youth & Community Center) & Elite Rivals performed while the Buckhannon VIPs maintained a secure area with the street closure barricades.

Precisely at 9:45 PM, the City of Buckhannon presented a spectacular Independence Day Fireworks Show.



Please note that all City offices, including the Transfer Station, will be closed Monday, July 4th, to observe the Independence Day holiday. There will be NO waste pickup on Monday, July 4th; the waste pickup schedule will be delayed by one day.

The City thanks all those who helped make the Independence Day Celebration a success and all who attended the activities. We also hope that you continue to enjoy the Independence Day weekend!

**D.7 FOIA Request from SmartProcure for PO/Vendor Information from 03/09/22 to current**

SmartProcure FOIA Request to City of Buckhannon For PO/Vendor Information

Amber Petraitis <apetraites@smartprocure.com>  
To: "amby.jenkins@buckhannonwv.org" <amby.jenkins@buckhannonwv.org>

Sat, Jun 11, 2022 at 9:01 AM

Dear Amberle Jenkins or Custodian of Public Records,

SmartProcure is submitting a FOIA request to the City of Buckhannon for any and all purchasing records from 3/9/2022 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWEyYjVIMDAwMDAwbzZaciZzdD1XViZvcmc9Q2l0eU9mQnVja2hhbm5vbG==>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Amber Petraitis  
Data Acquisition Specialist  
SmartProcure  
Direct: (954) 341-2797  
Email: [apetraites@smartprocure.com](mailto:apetraites@smartprocure.com)

D.8 Special Session of City Council on July 12, 2022 at 1:30pm: Probationary Police Officer Interviews

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

E.1 Approval of Minutes -Regular Meeting 06/16/2022

E.2 Approval of Building and Wiring Permits



#75556 - #75579 Permit Fee Report

06/16/2022 - 07/06/2022

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
75579	Woodward Development	9 Old Weston Road	COOK BROTHERS BUILDING	Inside Renovations, Change of Use to General Store, Video Lottery Gaming, Restaurant	110,000.00	100.00	A Commercial Property	Yes -If yes attach report	7/6/2022	No		No	
75574	Jody Light	125 Wood Street	TWISTED WIRE	Electrical Inspection for Reconnect	100.00	100.00	A Commercial Property			No	Zone AE	Yes-Elevation Cert. Not Required	
75567	Zephyr Properties Eli Campbell	151 Fayette St	TRADEWORK	Re-Roof Rubber Roofing & Electrical Upgrade	20,000.00	100.00	A Commercial Property	Yes -If yes attach report		No		No	
					130,100.00	300.00							

Group Total: 3

Group: Commercial-Industrial (nonresidential)

75579	Woodward Development	9 Old Weston Road	COOK BROTHERS BUILDING	Inside Renovations, Change of Use to General Store, Video Lottery Gaming, Restaurant	110,000.00	605.00	A Commercial Property	Yes -If yes attach report	7/6/2022	No		No	
75573	Danny Abel C&G Repairs	184 S Kanawha St	QUALITY CREATIONS & RENOVATIONS	Entry Door Replacement	600.00	15.00				Yes		No	
75568	One Unique	34 Hart Ave	INSIDE-OUT CONSTRUCTION	Repair/Replace Gutters	5,000.00	47.50				Yes		No	

	Recover y House		CTION & LAWN LLC										
755 65	JERRY HENDER SON	17 N KANA WHA ST		6' PRIVACY FENCE (30 FT) & 3' PANELS ON EXISTIN G PIPE FENCE	300.00	15.00		No	6/8/2 022	Yes		No	No
755 67	Zephyr Properti es Eli Campbel l	151 Fayett e St	TRADEW ORX	Re-Roof Rubber Roofing & Electrical Upgrade	20,000. 00	170.0 0	A Comm ercial Propert y	Yes -If yes attach report		No		No	
755 66	CHI PHI DELTA XI	91 S KANA WHA ST		6' FENCE IN REAR YARD	1,000.0 0	15.00			6/3/2 022	No			
					136,90 0.00	867. 50							

Group Total: 6

Group: Demolition

755 79	Woodwa rd Develop ment	9 Old Westo n Road	COOK BROTHER S BUILDING	Inside Renovati ons, Change of Use to General Store, Video Lottery Gaming, Restaura nt	110,000 .00	20.00	A Comm ercial Propert y	Yes -If yes attach report	7/6/2 022	No		No	
					110,00 0.00	20.0 0							

Group Total: 1

Group: No Charge

755 77	John Cvechko	85 S Florida St		ADA Lift on side of porch	3,000.0 0	0.00				Yes		No	
755 70	City of Buckhan non	First Street Lift/Pu mp Station		Demoliti on of Structure	0.00	0.00		Yes -If yes attach report		No	Zon e AE	Yes- Elevati on Cert. Not Requir ed	
					3,000. 00	0.00							

Group Total: 2

Group: Residential (non-commercial)

755 78	Theresa Poling	162 Fayett e St		Fence 6ft height- wood privacy	1,100.0 0	12.10			7/6/2 022	No		No	
755 75	DEBORA H BLANK THOMPS ON	5 PINNE LL ST	BROKEN RIDGE SERVICES , LLC	KITCHEN AND BATH REMODE L	30,000. 00	270.0 0				No		No	
755 72	Tim Reese	42 Colleg e Ave	SUPERIO R ENVIROM ENTAL	Re-Roof Porch	2,000.0 0	22.00		Yes -If yes attach report		Yes		No	



755 71	GREG STALNA KER	8 E LINCO LN ST		8'X8' STORAG E BUILDIN G; GROUND LEVEL - FLOOD VENTS; NON- CONVER SION AGREEM ENT	2,500.0 0	27.50		No	6/24/ 2022	Yes	Zon e AE	Yes -If yes attach report	Yes- If yes attach Nonconfo rming Use
755 69	Hannah Dodson	11 E Lincoln Street		6ft hgt Wooden Fence rear yard to be 4" from ground	1,500.0 0	16.50			6/13/ 2022	Yes	Zon e AE	Yes- Elevati on Cert. Not Requir ed	
755 64	Crystal Shaw	187 Randol ph St	Taylor Enterprise	8x12 PreFab Storage Bldg	3,800.0 0	41.80			6/22/ 2022	No		No	
755 59	LINDA BOYLES	183 RAND OLPH ST	HARDY CONSTRU CTION SERVICES , LLC	REROOF- METAL OVER SHINGLE S	8,500.0 0	93.50		No		No		No	No
755 60	LINDA BOYLES	160 S KANAWHA ST	HARDY CONSTRU CTION SERVICES , LLC	REROOF - METAL OVER SHINGLE S	5,500.0 0	60.50		No		No		No	No
755 61	JOYCE SIMONS	120 BARBO UR ST		REROOF - METAL	1,000.0 0	11.00		Yes -If yes attach report		No		No	No
755 62	DIANE CORLEY	21 MEAD E ST	LIGHT'S MASONRY	BATHRO OM REMODE L - NEW SHOWER	5,000.0 0	55.00		No		Yes		No	No
755 63	TERRY SHIPLEY	32 HART AVE		6' CHAINLI NK FENCE IN BACK YARD	1,500.0 0	16.50		No	5/4/2 022	No		No	No
755 57	Tonya Kennedy	39 N Florida St		Re-Roof Back Addition	1,500.0 0	16.50		Yes -If yes attach report		No	Zon e AE	Yes- Elevati on Cert. Not Requir ed	
755 58	Shanda Bowman	116 Railroa d Ave	United Contractin g, Inc	Single wide Trailer 16'x80' w/ approved flood vents, stoop steps front door	6,500.0 0	71.50	B2 Single Family Reside ntial (500 sq ft)		6/17/ 2022	No	Zon e AE	Yes -If yes attach report	
755 56	JANET SIMMONS	25 LINCO LN WAY	NORTH CENTRAL BUILDERS LLC	REROOF - SHINGLE S	17,000. 00	187.0 0		Yes -If yes attach report		No		No	No

					87,400.00	901.40								
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Group Total: 14

Group: Residential Electrical Fee

75576	JOALDE ENTERPRISES	123 WOOD	TWISTED WIRE	RECONNECT WORK 763098880	100.00	100.00	B2 Single Family Residential (500 sq ft)			No	Zone AE	No	
75558	Shanda Bowman	116 Railroad Ave	United Contracting, Inc	Single wide Trailer 16'x80' w/ approved flood vents, stoop steps front door	6,500.00	100.00	B2 Single Family Residential (500 sq ft)		6/17/2022	No	Zone AE	Yes -If yes attach report	
					6,600.00	200.00							

Group Total: 2

Group: Zoning Application Fee

75578	Theresa Poling	162 Fayette St		Fence 6ft height-wood privacy	1,100.00	20.00			7/6/2022	No		No	
75579	Woodward Development	9 Old Weston Road	COOK BROTHERS BUILDING	Inside Renovations, Change of Use to General Store, Video Lottery Gaming, Restaurant	110,000.00	20.00	A Commercial Property	Yes -If yes attach report	7/6/2022	No		No	
75571	GREG STALKER	8 E LINCOLN ST		8'X8' STORAGE BUILDING; GROUND LEVEL - FLOOD VENTS; NON-CONVERSION AGREEMENT	2,500.00	20.00		No	6/24/2022	Yes	Zone AE	Yes -If yes attach report	Yes- If yes attach Nonconforming Use
75569	Hannah Dodson	11 E Lincoln Street		6ft hgt Wooden Fence rear yard to be 4" from ground	1,500.00	20.00			6/13/2022	Yes	Zone AE	Yes-Elevation Cert. Not Required	
75565	JERRY HENDERSON	17 N KANA WHA ST		6' PRIVACY FENCE (30 FT) & 3' PANELS ON EXISTIN	300.00	20.00		No	6/8/2022	Yes		No	No

				G PIPE FENCE									
75566	CHI PHI DELTA XI	91 S KANA WHA ST		6' FENCE IN REAR YARD	1,000.00	20.00			6/3/2022	No			
75563	TERRY SHIPLEY	32 HART AVE		6' CHAINLINK FENCE IN BACK YARD	1,500.00	20.00		No	5/4/2022	No		No	No
75558	Shanda Bowman	116 Railroad Ave	United Contracting, Inc	Single wide Trailer 16'x80' w/ approved flood vents, stoop steps front door	6,500.00	20.00	B2 Single Family Residential (500 sq ft)		6/17/2022	No	Zone AE	Yes -If yes attach report	
					124,400.00	160.00							

Group Total: 8

					598,400.00	2,448.90							
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Total Records: 36

7/7/2022

E.3 Approval of Payment of the Bill

07-07-2022 12:17 AM		DISBURSEMENTS 6-16-22 TO 7-01-22			PAGE: 1		
FUND: GENERAL FUND							
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
MAYOR'S OFFICE	RECORD-DELTA NEWSPAPER	409-220-00	MAYOR'S LEGAL PUBLIC	OFFICE CLERICAL JOB AD	22.12		
	JAY HOLLEN	409-341-00	MAYOR'S SUPPLIES & M	REIMB MEALS AT WV FEMR CON	50.37		
	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE &	WORKERS COMP 7/2022-7/2023	5.32		
	PITNEY BOWES INC	409-218-00	MAYOR'S POSTAGE	PERMIT PSTG FINANCE CHARGE	11.13		
	CITY OF BUCKHANNON GENERAL F	409-341-00	MAYOR'S SUPPLIES & M	JUNE 2022 LETTER OF CREDIT	78.12		
	ASCAP	409-341-00	MAYOR'S SUPPLIES & M	LICENSE FEE 7/1/22 TO 6/30	401.50		
	WV MUNICIPAL LEAGUE	409-226-00	MAYOR'S INSURANCE &	GF 2ND QTR 2022 UNEMPLOYME	20.84		
		409-222-00	MAYOR'S DUES	2022-23 ANNUAL DUES & FEES	1,400.22		
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	62.04		
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	65.61		
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	20.01		
	LARRY T GREGORY	409-341-05	EVENT/FIREWORK EXPEN	2ND HALF JUL 2022 FIREWORK	5,000.00		
	TOSHIBA FINANCIAL SERVICES	409-341-00	MAYOR'S SUPPLIES & M	CITY HALL COPIER LEASE JUN	144.01		
	EMPLOYTEST	409-341-00	MAYOR'S SUPPLIES & M	CONF REGISTR SKINNER & SAN	49.75		
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-SKILLS TEST FOR CLERI	37.25		
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-SKILLS TEST FOR CLERI	37.25		
	US CELLULAR	409-211-00	MAYOR'S TELEPHONE	642-1651 613-0113 0002	61.82		
	WV MUNICIPAL LEAGUE CONFERN	409-341-00	MAYOR'S SUPPLIES & M	MAILER & INSERTER PYMT JUN	162.50		
	WALMART STORES INC -BUCKHANN	409-341-00	MAYOR'S SUPPLIES & M	PCRD-SLING FOR IPAD AIR W/	4.98		
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-CHARGING CABLE OUTLET	11.99		
	DELUX BUSINESS FORMS	409-341-00	MAYOR'S SUPPLIES & M	PCRD-COLLECTION ACCT DEP S	50.29		
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	93.95		
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	21.97		
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-STAPLES	2.66		
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-BINDERS TOWELS STICKY	27.04		
	MATTHEW BENDER & CO., INC	409-341-00	MAYOR'S SUPPLIES & M	LEGISLATIVE UPDATE	187.10		
07-07-2022 12:17 AM DISBURSEMENTS 6-16-22 TO 7-01-22 PAGE: 2							
FUND: GENERAL FUND							
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
	USI INSURANCE SERVICES LLC	409-105-00	MAYOR'S INSURANCE	GRP BENEFIT 1ST INSTALLME	130.98		
	PAYFLEX	409-105-00	MAYOR'S INSURANCE	GF JUN 2022 HSA FEES	6.50		
	AT&T MOBILITY	409-211-00	MAYOR'S TELEPHONE	304-704-8355 PARKING ENFOR	55.57		
	U.S. POSTAL SERVICE (CMRS-FP	409-218-00	MAYOR'S POSTAGE	JUNE 2022 POSTAGE	250.00		
	FP FINANCE PROGRAM	409-218-00	MAYOR'S POSTAGE	MAILER & INSERTER PYMT JUN	94.31		
	WV ASSOCIATION OF GEOSPATIAL	409-341-00	MAYOR'S SUPPLIES & M	PCRD-2022-23 ANNUAL MEMBER	15.00		
	ROSSMAN & CO/PCB CORP	409-341-00	MAYOR'S SUPPLIES & M	UTL DEBT COLLECTION MAY 20	5.81		
	FRONTIER	409-211-00	MAYOR'S TELEPHONE	472-1651-101515-4 CITY HAL	65.67		
	CHIEF LOGAN LODGE	409-211-00	MAYOR'S TELEPHONE	304-003-2273-060600-4	24.17		
	FORMAX INC	409-341-00	MAYOR'S SUPPLIES & M	ROOM FLOODPLAIN MGT CON	168.00		
		409-341-00	MAYOR'S SUPPLIES & M	SVC CONTRACT RENEWAL BURST	344.50		
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	1,526.96		
				TOTAL:	10,717.31		
	COUNCIL	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE (P	WORKERS COMP 7/2022-7/2023	0.44	
		WESTFIELD INSURANCE	410-226-00	COUNCIL INSURANCE (P	4/1/22 TO 4/1/23 QRTLTY PLA	1,770.88	
WV PUBLIC EMPLOYEES RETIREME		410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	20.00		
UPSHUR COUNTY COMMISSION		410-460-00	CAT CONTROL EXPENSE	1 CAT TRAPPED MAY 2022	10.00		
INTERNAL REVENUE SERVICE		410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	62.00		
	**PAYROLL EXPENSES		COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	14.50		
			6/16/2022 - 7/01/2022	1,000.00			
				TOTAL:	2,877.82		
RECORDER	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI	WORKERS COMP 7/2022-7/2023	0.44		
	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	19.21		
	WV MUNICIPAL LEAGUE CONFERN	411-214-00	RECORDER TRAVEL	CONF REGISTR SKINNER & SAN	162.50		
	INTERNAL REVENUE SERVICE	411-104-00	RECORDER'S F.I.C.A.	FICA WITHHELD AND MATCHED	31.00		
		411-104-00	RECORDER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	7.25		
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	500.00		
				TOTAL:	720.40		
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WORKERS COMP 7/2022-7/2023	1.70		
	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.32		
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	31.32		
		413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	19.42		
	PAYFLEX	413-105-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.54		
	**PAYROLL EXPENSES		TREASURER'S GROUP IN	GF JUN 2022 HSA FEES	3.25		
				6/16/2022 - 7/01/2022	313.18		
				TOTAL:	404.73		
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WORKERS COMP 7/2022-7/2023	9.58		
	WV MUNICIPAL LEAGUE	416-226-00	POLICE JUDGE INS BON	GF 2ND QTR 2022 UNEMPLOYME	32.81		
	INTERNAL REVENUE SERVICE	416-104-00	POLICE JUDGE FICA	FICA WITHHELD AND MATCHED	38.75		
		416-104-00	POLICE JUDGE FICA	MEDICARE WITHHELD & MATCHE	9.06		
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	625.00		
				TOTAL:	715.20		
CITY ATTORNEY	ENCOVA INSURANCE	417-226-00	CITY ATTORNEY INS UN	WORKERS COMP 7/2022-7/2023	19.31		
	WV PUBLIC EMPLOYEES RETIREME	417-106-00	CITY ATTORNEY RETIRE	WV RETIREMENT CONTRIBUTION	52.37		
		417-106-00	CITY ATTORNEY RETIRE	WV RETIREMENT CONTRIBUTION	52.37		
	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		
	USI INSURANCE SERVICES LLC	417-105-00	CITY ATTORNEY INSURA	GRP BENEFIT 1ST INSTALLME	14.74		



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FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	523.73	
				TOTAL:	702.58	
CITY ENGINEER	WV PUBLIC EMPLOYEES RETIREME	420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	77.52	
		420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	77.52	
	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			6/16/2022 - 7/01/2022	775.23	
				TOTAL:	990.15	
REGIONAL DUES	REGION VII PLANNING PDC	435-222-00	REGIONAL DUES	ASSESSMENT DUES FOR FY 202	5,964.00	
				TOTAL:	5,964.00	
ZONING	RECORD-DELTA NEWSPAPER	437-341-00	ZONING SUPPLIES	LEGAL AD ZONING ORD # 457	62.24	
	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B	WORKERS COMP 7/2022-7/2023	138.18	
	WV MUNICIPAL LEAGUE	437-226-00	ZONING INSURANCE & B	GF 2ND QTR 2022 UNEMPLOYME	59.83	
	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	143.02	
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	143.02	
	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	
	USI INSURANCE SERVICES LLC	437-105-00	ZONING HEALTH INS	GRP BENEFIT 1ST INSTALLME	58.12	
	PAYFLEX	437-105-00	ZONING HEALTH INS	GF JUN 2022 HSA FEES	3.25	
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	1,430.15	
				TOTAL:	2,147.22	
DATA PROCESSING	RAVEN ROCK NETWORKS INC	439-230-00	DATA PROCESSING	JULY 2022 IT SERVICE	370.00	
	TYLER TECHNOLOGIES INC	439-230-00	DATA PROCESSING	7/1/22 TO 6/30/22 YRLY MAI	6,944.69	
				TOTAL:	7,314.69	
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110088782062 70 E MAIN ST	1,327.15	
	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANC	JUNE 2022 ALL DEPT UNIFORM	137.66	
	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WORKERS COMP 7/2022-7/2023	125.52	
	LOWES BUSINESS ACCOUNTS	440-341-00	CITY HALL SUPPLIES	FILTERS & PVC FITTINGS	26.25	
		440-216-00	CITY HALL MAINTENANC	PCRD-WASHERS BOLTS HEX NUT	8.62	
		440-341-00	CITY HALL SUPPLIES	SPPLS HVAC DRAIN THEATRE	45.59	
		440-216-00	CITY HALL MAINTENANC	BOLTS FOR LIGHTS CITY HAL	8.62	
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CITY HALL JUNE 2022 PEST C	31.00	
	WV MUNICIPAL LEAGUE	440-226-00	CITY HALL INSURANCE	GF 2ND QTR 2022 UNEMPLOYME	78.24	
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	125.68	
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	155.47	
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	FINANCE CHARGE INV 8347	0.85	
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	95.48	
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	22.33	
	PAYFLEX	440-105-00	CITY HALL JANITOR IN	GF JUN 2022 HSA FEES	3.25	
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	1,554.74	
				TOTAL:	3,746.45	
POLICE	WV CHIEFS OF POLICE ASSOCIAT	700-341-00	POLICE DEPT. MAT & S	WV CHIEF OF POLICE ASSOC	100.00	
		700-341-00	POLICE DEPT. MAT & S	WV CHIEF OF POLICE ASSOC	100.00	
	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURAN	WORKERS COMP 7/2022-7/2023	2,076.53	
	GALLS LLC	700-345-00	POLICE DEPT. UNIFORM	BOOTS	22.22	
	CARE XPRESS	700-341-00	POLICE DEPT. MAT & S	LOUDIN & WARNER EMPL PHYS	126.00	
		700-341-00	POLICE DEPT. MAT & S	LOUDIN & WARNER EMPL PHYS	100.00	
	WV MUNICIPAL LEAGUE	700-226-00	POLICE DEPT. INSURAN	GF 2ND QTR 2022 UNEMPLOYME	125.61	

07-07-2022 12:17 AM		DISBURSEMENTS 6-16-22 TO 7-01-22			PAGE: 4
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,884.83
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,925.18
	BUCKHANNON POSTMASTER	700-221-00	POLICE DEPT. TRAININ	PCRD-MAIL TO POLICE ACADEM	13.85
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	JUNE 2022 COURT FEES	234.00
	MOTOROLA SOLUTIONS, INC.	700-459-00	POLICE DEPT. NEW EQU	PAYMENT CAR & BODY CAMS	23,533.80
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	551.43
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	652.30
	US CELLULAR	700-211-00	POLICE DEPT. TELEPHO	940-1797 642-5723	386.93
	WALMART STORES INC -BUCKHANN	700-341-00	POLICE DEPT. MAT & S	PCRD-SURGE STRIPS	34.80
		700-341-00	POLICE DEPT. MAT & S	PCRD-PC MONITOR	129.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,655.50
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	387.19
	AMAZON.COM	700-343-00	POLICE DEPT. AUTO SU	PCRD-FIRST AID KIT TOURINQ	60.96
		700-341-00	POLICE DEPT. MAT & S	PCRD-DOG TRAINING COLLAR	299.99
	USI INSURANCE SERVICES LLC	700-105-00	POLICE DEPT. GROUP I	GRP BENEFIT 1ST INSTALLME	639.32
	PAYFLEX	700-105-00	POLICE DEPT. GROUP I	GF JUN 2022 HSA FEES	29.25
	DETECTACHEM	700-233-00	POLICE DEPT. CRIMINA	PCRD-DRUG TEST KITS	194.88
	OMNIGO SOFTWARE	700-221-00	POLICE DEPT. TRAININ	RHODIUM CORE LIC 2022-23	1,100.00
	T-MOBILE	700-211-00	POLICE DEPT. TELEPHO	POLICE DEPT GEOTABS JUNE 2	283.20
	ATLANTIC TACTICAL, INC.	700-341-00	POLICE DEPT. MAT & S	AMMO 9MM	890.45
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	BULLETIN BOARD	264.32
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	100.90
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	26,925.81
				TOTAL:	64,828.25
FIRE	J.P. MORGAN EQUIPMENT FINAN	706-459-00	FIRE DEPT. CAPITAL O	JULY 2022 FIRE TRK PYMT	3,678.20
	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE	WORKERS COMP 7/2022-7/2023	2,104.49
	ON POINT ATHLETICS LLC	706-345-00	FIRE DEPT. UNIFORMS	EMBROIDERED POLO - JB	75.00
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	FIRE DEPT JUNE 2022 PEST C	42.00
	WV MUNICIPAL LEAGUE	706-226-00	FIRE DEPT. INSURANCE	GF 2ND QTR 2022 UNEMPLOYME	109.83
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	763.82
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	781.11
	COMMUNITY CARE OF WV	706-341-00	FIRE DEPT. MATERIAL	PRE EMPLOYMT PHYS LYNDON	75.00
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	979.35
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	930.04
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,179.56
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	275.88
	AMAZON.COM	706-345-00	FIRE DEPT. UNIFORMS	PCRD-SHIRTS FOR NEW HIRE	125.14
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-UNIFORM PANTS NEW HIR	95.22
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-BOOT HAT SHIRT TANNER	254.75
	USI INSURANCE SERVICES LLC	706-105-00	FIRE DEPT. GROUP INS	GRP BENEFIT 1ST INSTALLME	406.84
	PAYFLEX	706-105-00	FIRE DEPT. GROUP INS	GF JUN 2022 HSA FEES	29.25
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	ENG 1 IPAD SVC MAY 6- JUNE	38.24
	WITMER PUBLIC SAFETY GROUP I	706-345-00	FIRE DEPT. UNIFORMS	HAIX STRUCTURE BOOTS	484.00
	IN & OUT TIRE	706-343-00	FIRE DEPT. AUTO SUPP	PCRD-INSPECTION STICKER 20	14.00
	CLAYMAN & ASSOCIATES, PLLC	706-216-00	FIRE DEPT. MAINTENAN	PRE EMP PSYCE EVAL LYNDON	550.00
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	86.67
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	18,752.73
				TOTAL:	31,831.12
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	STREET DEPT WASTE JUNE 22	83.57
	MON POWER	750-213-00	STREET DEPT. UTILITI	110088783078 22 S FLORIDA	1,215.25
	A F WENDLING INC	750-341-00	STREET DEPT. MAT & S	BOTTLED WATER	467.04
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	JUNE 2022 ALL DEPT UNIFORM	838.11



FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	RITE-WAY HEATING & PLUMBING	750-341-00	STREET DEPT. MAT & S	CAULKING GUN	14.69
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN	WORKERS COMP 7/2022-7/2023	2,026.59
	J F ALLEN CO	750-461-00	STREET PAVING	9.08 TONS BLACKTOP PATCH	717.32
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	ALL FILTERS FOR S-1	153.23
	WESTFIELD INSURANCE	750-226-00	STREET DEPT. INSURAN	4/1/22 TO 4/1/23 QRTLY PLA	1,109.91
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	JULY 2022 CONCRETE TRK PYM	2,676.74
	WV MUNICIPAL LEAGUE	750-226-00	STREET DEPT. INSURAN	GF 2ND QTR 2022 UNEMPLOYME	670.54
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,228.97
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,228.66
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	372.88
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	362.11
	COMMUNITY CARE OF WV	750-341-00	STREET DEPT. MAT & S	PRE EMPLMT PHYS CALEB LIGG	75.00
	US CELLULAR	750-211-00	STREET DEPT. TELEPHO	642-1601940-2024 642-4948	280.36
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	STREET DEPT PEST CONTRL JU	31.50
	DUNCAN PARNELL INC	750-459-00	STREET DEPT. CAPITAL	GPS UNITS STREET & SAN	1,506.12
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,028.69
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	240.58
	PEOPLES NATURAL GAS	750-213-00	STREET DEPT. UTILITI	GF GAS 6/30/22	112.78
	USI INSURANCE SERVICES LLC	750-105-00	STREET DEPT. GROUP I	GRP BENEFIT 1ST INSTALLME	464.96
	PAYFLEX	750-105-00	STREET DEPT. GROUP I	GF JUN 2022 HSA FEES	29.25
	BENJAMIN LEE ARISMAN	750-341-00	STREET DEPT. MAT & S	MOWING 5/23-6/5/22	2,400.00
		750-341-00	STREET DEPT. MAT & S	MOW CITY LOTS 6/6-6/19/22	2,400.00
	VERSALIFT EAST PARTS & ASSOC	750-343-00	STREET DEPT. AUTO SU	PCRD-PARTS FOR S-2 BUCKET	170.98
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	86.20
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	16,620.72
				TOTAL:	38,612.75
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110088782484 E. MAIN ST	76.02
		751-213-00	STREET LIGHTS	110100156733 107 E MAIN ST	98.88
				TOTAL:	174.90
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110087174485 S. KANAWHA ST	26.13
		752-213-00	TRAFFIC SIGNALS POWE	110088235830 REGER ST RT 2	50.17
	CENTRAL SUPPLY CO	752-230-00	SIGNS & SIGNALS	SPEED PLUG CONCRETE	81.29
	SUNSET GRAPHICS LLC	752-230-00	STGNS & SIGNALS	NO PARKING SIGNS	80.00
				TOTAL:	237.59
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	JUNE 2022 HOTEL MOTEL	3,196.86
				TOTAL:	3,196.86
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	JUNE 2022 HOTEL MOTEL	7,459.33
				TOTAL:	7,459.33
ARTS-THEATRE	BUCKHANNON UTIL BOARDS	906-213-00	CAC UTILITIES	THEATRE WASTE JUNE 2022	130.17
	HARPER LUMBER & BUILDING SUP	906-223-00	CAC PROFESSIONAL SER	METAL CORNER BEAD @ CAC	124.95
		906-223-00	CAC PROFESSIONAL SER	BLADES; SAND& GRAVEL	94.10
		906-223-00	CAC PROFESSIONAL SER	BLADES; SAND& GRAVEL	34.51
		906-223-00	CAC PROFESSIONAL SER	BLADES; SAND& GRAVEL	5.80
	SCOTT ELECTRIC CORP	906-223-00	CAC PROFESSIONAL SER	EMERG LIGHTS & BREAKERS	484.00
		906-223-00	CAC PROFESSIONAL SER	EMERG LIGHTS & BREAKERS	212.19
		906-223-00	CAC PROFESSIONAL SER	LED LIGHTS; BOXES & COVER	813.13
		906-223-00	CAC PROFESSIONAL SER	LED LIGHTS; BOXES & COVER	55.90
		906-223-00	CAC PROFESSIONAL SER	LED LIGHTS; BOXES & COVER	67.60
		906-223-00	CAC PROFESSIONAL SER	SWITCHES & RECEIPT BOX CAC	592.12

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STATE ELECTRIC SUPPLY CO INC	906-223-00	CAC PROFESSIONAL SER	LIGHTS & BREAKERS FOR CAC	406.57
		906-223-00	CAC PROFESSIONAL SER	LIGHTS & BREAKERS FOR CAC	84.29
		906-223-00	CAC PROFESSIONAL SER	LIGHTS & BREAKERS FOR CAC	476.42
	SHERWIN WILLIAMS-BRIDGEPORT	906-223-00	CAC PROFESSIONAL SER	PAINT FOR THEATRE	560.62
	LOWES BUSINESS ACCOUNTS	906-223-00	CAC PROFESSIONAL SER	ELECT & WATER PARTS CAC	190.72
		906-223-00	CAC PROFESSIONAL SER	ELECT & WATER PARTS CAC	170.60
		906-223-00	CAC PROFESSIONAL SER	WATER LINE FTTGS THEATRE	55.77
		906-223-00	CAC PROFESSIONAL SER	ELECT & WATER PARTS CAC	109.43
		906-223-00	CAC PROFESSIONAL SER	3/4 TO 1/2 REDUCER	18.02
	WV MUNICIPAL LEAGUE	906-105-00	CAC HEALTH INS	GF 2ND QTR 2022 UNEMPLOYME	25.91
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	33.95
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	114.10
	COMMUNITY CARE OF WV	906-223-00	CAC PROFESSIONAL SER	PREEMPLYMT PHYS A. WILSON	75.00
	CRITES ELECTRICAL SUPPLY INC	906-223-00	CAC PROFESSIONAL SER	BOX COVERS & PARTS CAC	11.83
		906-223-00	CAC PROFESSIONAL SER	LIGHT SWITCHES & CONNECTO	15.80
		906-223-00	CAC PROFESSIONAL SER	LIGHT SWITCHES & CONNECTO	15.80
	MCCARTY'S SEPTIC SERVICE	906-213-00	CAC UTILITIES	PORTA POT FOR THEATRE	110.00
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	70.74
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	16.54
	AMAZON.COM	906-223-00	CAC PROFESSIONAL SER	PCRD-OFFICE SOFTWARE THEAT	124.99
	LEWELLYN: KRISTA	906-223-00	CAC PROFESSIONAL SER	PAINTING SERVICES CAC	1,000.00
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	1,141.00
				TOTAL:	7,440.35
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110084592119 SYC	1,184.07
		907-213-00	UTILITIES	110084767208 79 E MAIN ST	10.68
	UNIFIRST CORP.	907-216-00	MAINTENANCE	JUNE 2022 ALL DEPT UNIFORM	99.18
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WORKERS COMP 7/2022-7/2023	155.65
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	70.77
	WESTFIELD INSURANCE	907-226-00	INSURANCE & BONDS	4/1/22 TO 4/1/23 QRTLY PLA	853.83
	LOWES BUSINESS ACCOUNTS	907-360-00	CAMP BUCANNEER SUPPL	PCRD-POISON IVY SPRAY KILL	26.98
	WV MUNICIPAL LEAGUE	907-226-00	INSURANCE & BONDS	GF 2ND QTR 2022 UNEMPLOYME	690.59
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	235.71
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	233.46
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	208.65
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	131.46
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	CAMP SUPPLIES	95.44
		907-361-00	AFTER SCHOOL SUPPLIE	CAMP SUPPLIES	52.82
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	SYC PEST CONTROL JUNE 2022	36.50
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	750.19
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	175.44
	USI INSURANCE SERVICES LLC	907-105-00	GROUP INSURANCE	GRP BENEFIT 1ST INSTALLME	116.24
	PAYFLEX	907-105-00	GROUP INSURANCE	GF JUN 2022 HSA FEES	13.00
	LYNX WV INC	907-213-00	UTILITIES	SYC INTERNET JUNE 2022	145.00
	SAMS CLUB	907-360-00	CAMP BUCANNEER SUPPL	PCRD-CAMP BUCCANEEER SUPPLI	599.17
	FRONTIER	907-211-00	TELEPHONES	473-0145-042701-4 SYC	190.77
	**PAYROLL EXPENSES			6/16/2022 - 7/01/2022	12,099.70
				TOTAL:	18,175.30
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER JUL 2022 PYMT	3,351.00
				TOTAL:	3,351.00
PUBLIC SAFETY	UNIFIRST CORP.	976-216-00	SAFETY COMPLEX MAINT	JUNE 2022 ALL DEPT UNIFORM	65.98
	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	82.18

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WESTFIELD INSURANCE	976-226-00	SAFETY COMPLEX INSUR	4/1/22 TO 4/1/23 QRTL Y PLA	603.08
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	POLICE JUNE 2022 PEST CNTR	45.00
	CIVIL & ENVIROMENTAL CONSULT	976-459-36	FEMA GRANT#1 GENERAT	SHOP DWG REVIEW CON. #1	590.00
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	JUNE 2022 PSC INTERNET	150.00
	TRI-COUNTY ELECTRIC CO. INC	976-459-36	FEMA GRANT#1 GENERAT	INV 2 FEMA GRNT 1 GEN SET	91,061.05
				TOTAL:	92,597.29

**E.4 Request Congressman Alex Mooney Constituent Services Table-August 5th & 6th on Main Street-Discussed earlier in the meeting.**

**E.5 Lease Renewal Agreement for Buckhannon River Public Access Site -Walk Trail Lane between COB & State of WV Department of Commerce Division of Natural Resources- Indexed City Agreements A336 River Access DNR Agreement ( term of twenty years).**

Lease No.: LE-22-III/49-\_\_\_\_\_-R  
Property: Buckhannon River PAS  
County: Upshur County  
Term: 20 years  
Fee: \$0

**LEASE RENEWAL AGREEMENT**

THIS LEASE RENEWAL AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_, 2022, by and between the **CITY OF BUCKHANNON** (hereinafter referred to as City), Lessor, and **THE STATE OF WEST VIRGINIA, DEPARTMENT OF COMMERCE, DIVISION OF NATURAL RESOURCES** (hereinafter referred to as Division), Lessee.

**WITNESSETH:**

*WHEREAS*, City is the owner of that certain tract of 0.059 acres designated Buckhannon Corporation District Tax Map 8 parcel 256, and that street designated Madison Street (also known as Walk Trail Lane), as shown on the Tax Map attached hereto, both being part of Blocks 4 and 8 of the Buckhannon Land Trust Addition to the City of Buckhannon, Buckhannon Corporation District, Upshur County, West Virginia; and

*WHEREAS*, West Virginia Wesleyan College is the owner of that certain tract of 3.00 acres designated Buckhannon Corporation District Tax Map 8 parcel 253, as shown on the Tax Map attached hereto, that adjoins the Buckhannon River, being part of Blocks 4 and 8 of the Buckhannon Land Trust Addition to the City of Buckhannon, Buckhamon Corporation District, Upshur County, West Virginia; and

*WHEREAS*, By Agreement dated February 9, 1979, between West Virginia Wesleyan College, a corporation, and the City of Buckhannon, a municipal corporation, the parties agreed that City had the right to use the land of West Virginia Wesleyan College, as shown on the Map attached thereto, to “construct, operate and maintain thereon other recreational facilities for the use of citizens of the City of Buckhannon and the surrounding areas”; and

*WHEREAS*, By License Agreement dated June 25, 1982, the City of Buckhannon allowed the State of West Virginia, acting by and through the Department of Natural Resources, to develop, operate, maintain, and remove a sportsman access site on a tract of 0.22 ± acres located on the west bank of the Buckhannon River in the City of Buckhannon, Upshur County, West Virginia, as shown on the Map attached thereto, for a term of twenty (20) years; and

*WHEREAS*, Pursuant to West Virginia code, the State of West Virginia, Department of Natural Resources, was re-designated the State of West Virginia, Bureau of Commerce, Division of Natural Resources, Public Land Corporation; and

*WHEREAS*, By Lease Agreement dated June 25, 2002, the City of Buckhannon leased unto The State of West Virginia, Bureau of Commerce, Division of Natural Resources, Public Land Corporation, for the use and benefit of the Wildlife Resources Section, a tract of 0.22 acres located at the end of Madison Street adjacent to the Buckhannon River in the City of Buckhannon, Upshur County, West Virginia, as shown on the Map attached thereto, to construct, operate and maintain a public access site thereon for a term of twenty (20) years; and

*WHEREAS*, Pursuant to West Virginia code, the State of West Virginia, Bureau of Commerce, Division of Natural Resources, Public Land Corporation, was re-designated the State of West Virginia, Department of Commerce, Division of Natural Resources; and

*WHEREAS*, Division is desirous of continuing to lease from City the aforesaid tract of 0.22 acres at the end of Madison Street adjacent to the Buckhannon River for a public access site to the Buckhannon River; and

*WHEREAS*, City is desirous of continuing to lease to Division the said tract of 0.22 acres at the end of Madison Street adjacent to the Buckhannon River for a public access site to the Buckhannon River.

NOW, THEREFORE, and in consideration of the sum of One Dollar (\$1.00), cash in hand paid, Lessor does hereby lease and let unto Lessee, for the operation, maintenance and removal of a public access site to the Buckhannon River, that certain tract or parcel of land of 0.22 acres (“Leased Premises”) situate on the west bank of the Buckhannon River in the City of Buckhannon, Buckhannon Corporation District, Upshur County, West Virginia, and being more particularly bounded and described as follows:

**PROPERTY DESCRIPTION** – A tract of 0.22 acres at the east end of Madison Street (also known as Walk Trail Lane) adjacent to the Buckhannon River:  
Beginning at a point on the west bank of the Buckhannon River; thence N 63° 54’ W 188 feet to a point at the intersection of Wood Street and Madison Street; thence in a northeast direction with Wood Street approximately 50 feet to a point at the intersection of Wood Street and Madison Street; thence S 63° 54’ E 170.8 feet to a point on the west bank of the Buckhannon River; thence in a southwest direction with the Buckhannon River approximately 50 feet to the point of beginning, containing 0.22 acres, as shown on the Map, designated Exhibit A, attached hereto.  
Being part of Blocks 4 and 8 of the Buckhannon Land Trust Addition to the City of Buckhannon, Buckhannon Corporation District, Upshur County, West Virginia, as shown in Plat Book 1 page 36 of record in the Office of the Clerk of the County Commission of Upshur County.

**Motion to approve the Consent Agenda as presented was made by Reger/Rylands. Motion carried.**

**F. Strategic Issues for Discussion and/or Vote**

**F.1 Request from Buckhannon Police VIPS Financial Support for the Fire/EMS Recognition Banquet on 07/30/22 – Action taken earlier in the meeting.**

**F.2 Approval MOU between COB & UCDHSEM Re: FCC License & Tower Equipment Maintenance –Fire Frequencies Operation Channels – Action taken earlier in the meeting.**

**F.3 Request from CPWB Placement of Two ADA Parking Signs on N. 36 Spring Street – Action taken earlier in the meeting.**



**F.4 Approval Policy for Organizations Requesting Financial Support** – Action taken earlier in the meeting.

**F.5 Approval Use of City Hall Space-WAMSB Headquarters July 17 to July 24, 2023** – Mayor Skinner recognized Recorder Sanders who discussed the recent security meeting that have been held regarding the WAMSB event. Out of the meetings it was recommended that we have a secure area for the headquarters/command center complete with the necessary communication equipment that will be provided by the Office of Emergency Management. Mr. Sanders requested permission to use the basement of City Hall to establish the headquarters/command center for the week of the event, July 17 – 24, 2023.

**Motion to approve the use of the basement area of City Hall Space-WAMSB Headquarters July 17 to July 24, 2023 was made by Thomas/Rylands. Motion carried with Recorder Sanders abstaining.**

**F.6 Approval for City Employees to Assist with WAMSB Event July 17 to July 24, 2023** – Recorder Sanders reviewed the events of the WAMSB schedule that we will need the most individuals on hand to work with those being the two parades; one being the March to the Flame on Wednesday, July 19, 2023 and the Parade of Nations on Saturday, July 22, 2023. Mr. Sanders is requesting that the WAMSB committee be allowed to ask for assistance from our pool of City employees to work in key positions during these events. Mrs. Bucklew ask what the cost would be if approved and Mr. Sanders deferred the Amby Jenkins who reported that it would be between \$11,000 and \$12,000 per event.

**Motion to approve asking City Employees to assist with WAMSB Events from July 17 to July 24, 2023 was made by Bucklew/McCauley. Motion carried.**

**F.7 Approval Resolution 2022-04 Budget Revision #1 Coal Tax FY 2022/23** – Action taken earlier in the meeting.

**F.8 Approval Resolution 2022-05 Budget Revision #1 General Fund FY 2022/23** – Action taken earlier in the meeting.

**F.9 Approval to Participate & Accept the DEP’s Reclamation of Abandoned and Dilapidated Properties Program** – Action taken earlier in the meeting.

**F.10 Approval Ordinance No. 459 State Building Code Adoption 2nd Final/Reading** – Mayor Skinner asked Council member McCauley to review Ordinance No. 459 State Building Code Adoption 2nd Final/Reading by caption. Mr. McCauley presented the Ordinance to Council.

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

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

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

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

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

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

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

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

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

WHEREAS, the State Fire Commission, pursuant to Legislative Rules promulgated by the Fire Marshal under West Virginia Code §29-3-5b, dated May 5, 2022, made certain changes to Title 87 – Series 4 effective August 1, 2022, and this Ordinance is adopted in order to provide for municipal adoption and enforcement of those same codes; and,

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

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

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

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

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

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

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

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

- a. The 2018 edition, International Building Code, as amended by section 4.1.a of 87 CSR 4;
- b. The 2018 edition of the International Plumbing Code;
- c. The 2018 edition of the International Mechanical Code, as modified by section 4.1.c of 87 CSR 4;
- d. The 2018 edition of the International Fuel Gas Code, as modified by section 4.1.d of 87 CSR 4;
- e. The 2018 edition of the International Property Maintenance Code
- f. The 2015 edition of the International Energy Conservation Code, as modified by section 4.1.f of 87 CSR 4;
- g. The ANSI/ASHRAE/IESNA (as defined in 87 CSR 4) Standard 90.1 2013 edition for commercial buildings;
- h. The 2018 edition of the International Residential Code for One- and Two-Family Dwellings, as modified by section 4.1.h of 87 CSR 4;

- i. Section R311.7.5 Stair Treads and Risers
- j. [Reserved]
- k. [Reserved]
- l. The 2017 ICC/ANSI (as defined in 87 CSR 4) A117.1 American National Standards for Accessibility & Usable Buildings & Facilities
- m. The 2018 International Existing Building Code, as modified by section 4.1.l.2 of 87 CSR 4;
- n. The 2020 edition of the National Electrical Code, NFPA 70, as modified by section 4.1.m of 87 CSR 4;
- o. The 2018 edition of the International Swimming Pool and Spa Code; and
- p. Any other codes adopted, as amended or modified, in 87 CSR 4.

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

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

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

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

FIRST READING: June 16, 2022

SECOND READING, PASSAGE AND ADOPTION: July 7, 2022

Robert N. Skinner, III, Mayor

#### CERTIFICATE OF ENACTMENT

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

Randall H. Sanders, City Recorder

**Motion to approve Ordinance No. 459 State Building Code Adoption 2nd Final/Reading was made by Thomas/Reger. Motion carried.**



**F.11 Approval City of Buckhannon Appointments FY 2022/2023** – Mayor Skinner reviewed the current proposed City of Buckhannon Appointments FY 2022/2023.

**Motion to approve the City of Buckhannon Appointments FY 2022/2023 as presented was made by Bucklew/Reger. Motion carried.**

CITY OF BUCKHANNON APPOINTMENTS

City Council Approval 07/07/22

FISCAL YEAR 2022-2023

Assistant City Recorder	Amberle Jenkins
Director of Finance/Administration	Amberle Jenkins
Director of Public Works	Jerry Arnold
Addressing Officer	Jerry Arnold
Chief of Police	Matthew Gregory
Fire Chief	J B Kimble
City Engineer	Jay Hollen
Building Code Enforcement Officer	Vincent Smith
City Attorney	Tom O’Neill
City Horticulturist	Dixie Green
Municipal Court Judge	Helen Echard
City Electrical Inspector	Vincent Smith
Section 504 Compliance Officer (ADA)	Brad Hawkins
SYCC Director	Debora Brockleman
Flood Plain Manager /CRS Coordinator	Jay Hollen
City Technology Officer	Richard Clemens
Information Coordinator	Randy Sanders
Grant Writer	Region VII
City HRM	Amberle Jenkins
Water Department Superintendent	Kelly Arnold
Waste Department Superintendent	Jerry Arnold
Sanitary Department Superintendent	Ethan Crosten
Street Department & Parks Superintendent	Brad Hawkins
<b><u>WATER BOARD - 3 YEAR TERM</u></b>	
Mayor, Chair	Term of Office
Don Nestor	2021-2024
Erasmo Rizo	2020-2023
David McCauley, Council	Term of Office
Dave Thomas, Council	Term of Office
City Recorder	Term of Office-Non Voting
<b><u>WASTE BOARD – 3 YEAR TERM</u></b>	
Mayor, Chair	Term of Office
Scott Randall	2020-2023
CJ Rylands	Council Term of Office
City Recorder	Term of Office-Non Voting
<b><u>SANITARY BOARD - 3 YEAR TERM</u></b>	
Mayor, Chair	Term of Office
Mitchell Shaw	Unexpired term of Gene Frye
Philip Loftis	2021-2024
City Recorder	2020-2023
	Term of Office-Non Voting
<b><u>CONSOLIDATED PUBLIC WORKS BOARD- 2 YEAR TERM</u></b>	
Mayor, Chair	Term of Office
City Recorder	Term of Office-Non Voting
Pam Bucklew, Council	Term of Office
Jack Reger, Council	Term of Office
Nancy Shobe	2021-2023
Mark Waldo	2022-2024
<b><u>POLICE CIVIL SERVICE COMMISSION- 4 YEAR TERM</u></b>	
Karl Kolenich, Chamber (D)	2022-2026
Jerry Henderson, FOP (R)	2022-2026
Mark Spencer, City (R)	2020-2024
City Recorder	Term of Office –Non Voting
<b><u>FIRE CIVIL SERVICE COMMISSION - 4 YEAR TERM</u></b>	
Lanora Wentz, Chamber (R)	2022-2026
Robert Parker, Fire Dpt (I)	2019-2023
Abigail Benjamin, City (R)	2022-2026
City Recorder	Term of Office-Non Voting

**ZONING BOARD OF APPEALS - 3 YEAR TERM**

Ann Livesay	2022-2025
Timothy Reese	2022-2025
Virginia “Gini” Jeran	2020-2023
Dean Everett	2021-2024
Corey Rozelle	2022-2025

**HOUSING ENFORCEMENT BOARD**

Mayor, Chair	Term of Office -Voting Member
Jay Hollen City Engineer	Voting member
David Thomas, Council	Term of Office (At Large)-Voting Member
Susan McKisic, RN, BSN, Health Officer	Non Voting Member
Vincent Smith, Bld Code Enforcement Officer	Non Voting Member
J B Kimble, Fire Chief	Non Voting Member

**PLANNING COMMISSION 3 YEAR TERM**

Sara Aylestock	2022-2025
Sarah StClair	2022-2025
<b>Mike Sharpolisky</b>	<b>2020-2023 RESIGNED</b>
Kelley Tierney	2020-2023
Rich Clemens	2021-2024
Curtis Wilkerson	2021-2024
Susan Aloï	2021-2024
Vincent Smith, Zoning Officer	Voting Member
CJ Rylands, Council	Voting Member-Term of Office
City Recorder	Non Voting Member-Term of Office

**ANIMAL CARE AND CONTROL COMMISSION**

Mayor-Chair	Voting Member
Upshur/Lewis Animal Control Facility Rep, Elissa Linger	Voting Member
UC Resident, Alison Clausen Whitehair	Voting Member
UC Resident, Robyn Keough	Voting Member
UC Resident, Lisa Critchfield	Voting Member
UC Veterinarian-Tonya Pickens	Non Voting Member
DNR (Ex-Officio)	Non Voting Member
Upshur County Dog Warden (Resource)	Non Voting Member
City Recorder, Clerk	Non Voting Member
City Attorney	Non Voting Member
Animal Shelter	Non Voting Member

**COLONIAL ARTS CENTER BOARD**

Randy Sanders	City of Buckhannon
Alisa Lively	Former member of ART26201 & WVWC
Keith Buchanan	BCT Past Executive Producer
Erika Kolenich	BCT Past Executive Producer
John Waltz	ART26201 & BCT Executive Producer

**CHARLES GIBSON PUBLIC LIBRARY**

Brooke Scott	06/30/2027
Brett Miller	06/30/2024
Charlotte “Butch” Rainey	06/30/2023
Kelley Tienery	06/30/2025
Bethany Cupp Post	06/30/2026

**REGION VII PLANNING & DEVELOPMENT**

Mayor	Term of Office
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**UPSHUR COUNTY RECREATION BOARD – 2 YEAR TERM-2 CITY APPOINTMENTS**

Brandon Williams	2021-2023
Dennis Cortes	2021-2023

**UPSHUR COUNTY DEVELOPMENT AUTHORITY BOD’S & EXECUTIVE COMMITTEE**

David Thomas- Council	Term of Office
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**UPSHUR COUNTY BOARD OF HEALTH - 5 YEAR TERM**

Suzie Combs Talbott Unexpired term Michael Livesay	2018-2023
Dr. John Mathias Unexpired term of Larry Carpenter	2020-2025

**UPSHUR COUNTY CONVENTION & VISITORS BUREAU**

Randy Sanders, Council	City’s Representative	Term of Office
Jennifer Fluke Provisional Appt Unexpired Term Jesterline	City’s Tourism Rep	2021-2024

**BURMA-Buckhannon Upshur Merchants Associaton**

Pamela Bucklew-Council
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**AIRPORT AUTHORITY - 3 YEAR TERM**

Michael Ruffing	City Appt	2021-2024
Brian Huffman	City Appt	2022-2025
Jay Hollen	City Appt	2022-2025

**HOUSING AUTHORITY -5 YEAR TERM**

Jerry Wilfong		2018-2023
Rose M. Clutter	RESIGNED	2017-2022
Kitten Lee		2019-2024 Unexpired Term of Helen Shields
Michael Livesay		2020-2025
Catherine Frye		2021-2026

**ARMORY MANAGERIAL COMMITTEE**

Director of Administration/Finance	Amberle Jenkins
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**CHAMBER OF COMMERCE REP**

City Recorder	Randall Sanders
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**UC SENIOR CITIZENS OPPORTUNITY BOARD**

2021-2024	Tim Rock
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**COUNCIL COMMITTEES**

Finance	All members of Council
Ordinance	All members of Council

Health	Mayor Council Member David Thomas
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Fire	All members of Council
Police	All members of Council
Audit Procurement	Appointed at each audit

**GENERAL FUND REVENUE REVIEW COMMITTEE**

Mayor Skinner, Chair  
Council Jack Reger  
Council Dave Thomas  
Amby Jenkins  
Barbara Hinkle  
Scott Randall

**CALEA POLICY REVIEW COMMITTEE(Police)**

BPD Chief Matt Gregory  
BPD Doug Loudin  
BFD Chief J B Kimble  
Mayor  
Council C J Rylands  
Jeff Harvey  
Amby Jenkins  
City Attorney  
Randy Sanders

**CFIA POLICY REVIEW COMMITTEE (Fire)**

BPD Chief Matt Gregory  
BFD Chief J B Kimble  
Mayor  
Council Member C J Rylands  
Jeff Harvey  
Amby Jenkins  
City Attorney  
Joey Baxa  
UCC Sam Nolte  
Randy Sanders

**TECHNOLOGY COMMITTEE**

Jay Hollen  
Jerry Arnold  
Amby Jenkins  
Rich Clemens  
Phil Loftis  
Duwane Squires  
Seth Hoffman  
Randy Sanders

**WAMSB HOST COMMITTEE**

Randy Sanders  
Alisa Lively  
Laura Meadows  
Amby Jenkins  
Barb Hinkle



**Other Committees/Appointments:**

- Buckhannon River Watershed Association

Ethan Crosten
- Buckhannon Dog Park Committee

Lisa Critchfield, AC&C Member  
Brooke Scott  
Brad Hawkins, Street Supervisor  
Jerry Arnold, Director of Public Works  
Elissa Linger, AC&C Member  
Robin Keough, AC&C Member  
Alison Clausen Whitehair, AC&C Member  
Ginny Dixon
- SYCC Capital Campaign Steering Committee

Chair, David McCauley- Council
- Downtown Seasonal Decoration Committee

Pam Bucklew  
Amanda Hayes  
Nancy Shobe  
Debora Brockleman  
Jerry Arnold

**F.12 Approval to Proceed with the Madison Street Project Design and Construction Work –**  
Action taken earlier in the meeting.

**G. Comments and Announcements**

- Council Member Bucklew – Mrs. Bucklew welcomed David McCauley to his seat on Council and she also welcomed back Randy Sanders and David Thomas to their positions. She also invited all to drive by the property across from City Hall to see the new rendition of the proposed Stockert Youth & Community Center building and encouraged people to consider making donations to the project as we hope to break ground soon and know that the building will be great for all member of the community for many years to come.
- Council Member Rylands – Mr. Rylands had no additional comments.
- Council Member Thomas – Mr. Thomas also welcomed David McCauley to his seat on Council and Randy Sanders returning as the Recorder. He also mentioned the wonderful fireworks that the City provided for the 4<sup>th</sup> of July weekend. He was concerned though with the additional fireworks that the pubic set off at different times over the weekend and noted it was detrimental to many people and their pets. He complimented the Fred Brooks Garden Club for all that they do and encouraged others to join their organization.
- Council Member Reger – Mr. Reger congratulated Probationary Firefighter Lyndon Reinking and wished him well with his new career with the BFD. He also mentioned Robin Oldaker and her great work with the Relay for Life. He noted that she is a 1976 graduate of Buckhannon Upshur High School who will be joining himself, Recorder Sanders and Amby Jenkins for the 1976 BUHS 45 + One Class Reunion this weekend. He congratulated Dixie Green on the successful Flower Program this season and feels that he investment into the new greenhouse was a wise one. He commended Recorder Sanders on the progress being made with the planning for WAMSB 2023.
- Council Member McCauley – Mr. McCauley noted that he was happy to be back and to see many of the projects that he helped start as Mayor being followed up with so well. He asked about the SYCC Town Hall meeting and Recorder Sanders noted that was in the works for August being headed up by CJ Rylands, Pam Bucklew and Don Nestor and to be held at the Safety Complex. Mr. McCauley spoke about the Stockert Youth & Community Center programming and the wonderful opportunities that it can provide. He noted that he promised to advocate for a skate park in the near future.
- City Recorder Sanders – Mr. Sanders congratulated Mr. Thomas and Mr. McCauley and welcomed them back to City Council and he thanked those who voted for him in the recent election. Mr. Sanders noted that he is looking forward to serving another four years. He

also congratulated the three City employees who recently retired or who will be retiring in the next day or so. Those employees are Kathy Holt, Mike McCauley and Donnie Lambert.

**H. Mayor’s Comments and Announcements** – Mayor Skinner mentioned that he had the opportunity to be in Ripley (WV) to support the WV Strawberry Festival Royalty who were participating in the Largest Small Town 4<sup>th</sup> of July Celebration in the country. The Mayor noted how often he received compliments about Buckhannon, or overheard positive comments about Buckhannon, and he realized just how much our City is respected by others and that events like the WV Strawberry Festival play a big role in our positive image. He cautioned us against being too critical of ourselves and he commended all who work hard in maintaining our positive image.

**I. Adjournment**

**Motion to adjourn at 9:30 PM was made by Rylands/Thomas. Motion carried.**

**Mayor Robert N. Skinner III** \_\_\_\_\_

**City Recorder Randall H. Sanders** \_\_\_\_\_