

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

A regular meeting of the Consolidated Public Works Board was held at Buckhannon City Hall, 70 East Main Street, on Thursday, January 26, 2023, at 7:30 a.m., with the following in attendance (GTM – GoToMeeting):

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

Guests: Monica Zalaznik-My Buckhannon; CJ Rylands; Alyssa Murphy-BUMS Art Teacher -GTM

*City of Buckhannon Consolidated Public Works Board 7:30AM in Council Chambers  
Meeting Agenda for Thursday, January 26, 2023*

- A. Call to Order
  - A.1 Moment of Silence
  - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guest
  - B.1
- C. Department Report
  - C.1 Bradley Hawkins
- D. Financial Report-Amberle Jenkins
  - D.1 December 2022
- E. Correspondence and Information
  - E.1 WV Economic Development-LWCF Program on Site Inspection at NBRP-Good Condition by NPS Standards
- F. Consent Agenda
  - F.1 Approval of Minutes 09/22/22; 10/27/22; 12/07/22
- G. Strategic Issues for Discussion and/or Vote
  - G.1 Event Request-South Buckhannon Mission Church Easter Egg Hunt-City Park- Sunday 04/09/23
  - G.2 Event Request Relay for Life Celebration at Jawbone Park on 06/24/23 (No Road Closure)
  - G.3 Recommendation to City Council-Central WV Center for Pregnancy Care, Inc Request the City to Provide Concrete (2 ½ Yards) for the new addition
  - G.4 Request Handicap Parking Space at 90 Barbour Street
  - G.5 Gary Evans Request Pauper Cremation Interment of Unknown Person & Placement of Marker Fee Waived
  - G.6 BUMS Inside Out Project- Approval Temporary Placement of Portraits on Sidewalks (Parade Route)
  - G.7 Revisit Discussion/Possible Action – New traffic pattern on North Kanawha Street
  - G.8 Revisit Discussion/Possible Action – Traffic pattern change on Apothecary Lane
- H. Board Members Comments and Announcements
- I. Adjournment

Posted 01/20/23

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

**B. Recognized Guest**  
B.1 Mayor recognized CJ Rylands who spoke on the possible new traffic pattern on N. Kanawha Street. The Mayor, without objection, moved G.7 *Revisit Discussion/Possible Action – New traffic pattern on North Kanawha Street* to the table for discussion and/or vote. Mr. Rylands strongly spoke against turning this into a one way street. He feels that this will encourage drivers to drive faster, give businesses less exposure, and will be harder on visitors to find their way around the town. He stated that it works against what we have been doing. Mayor Skinner agreed with the comments. Mr. Rylands noted that while a few drivers may not appreciate the new layout of the street, that shouldn’t be the reason for major change. Council member Pam Bucklew also does not agree with making this a one way street. The city widened it recently for parking. Brad Hawkins believes it will be better to navigate once the job is completely done.

**Motion to keep North Kanawha Street a two-way Street was made by Waldo/Reger. Motion**

Carried.

C. Department Report

C.1 Bradley Hawkins: There were two parking spots removed from Barbour Street to allow for better turning access.

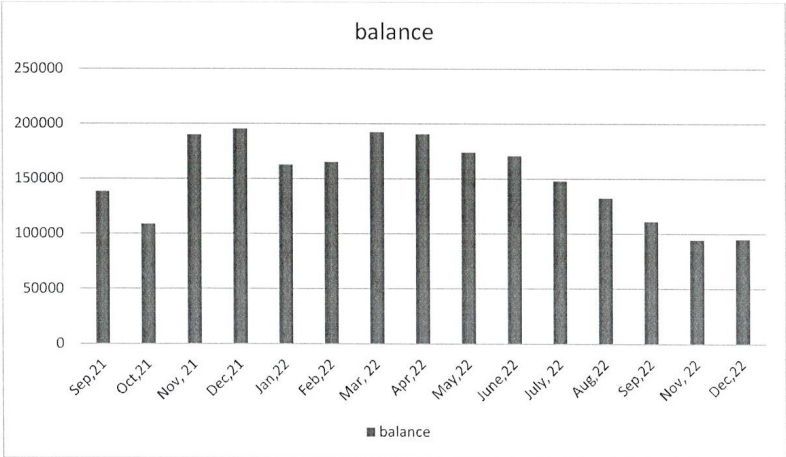
D. Financial Report-Amberle Jenkins

D.1 December 2022: Amby Jenkins presented the December 2022 Financial Report as follows:

CONSOLIDATED PUBLIC WORKS BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

Balance December 31, 2022

Money market & checking	\$ 95,196.50
Cemetery CD and savings	\$ 235,292.63



Note: General Fund to contribute \$100,000 in FY 2022-23

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

093-CONSOL PUBLIC WORKS

% OF YEAR COMPLETED: 50.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OTHER FEES						
093-340-000-01 DONATION BEAUTIFICATION U	60	6.00	36.00	0.00	24.00	60.00
093-340-000-02 DONATION DOG PARK UTL&PRI	60	7.00	42.00	0.00	18.00	70.00
093-342-000-00 PARKING METERS LOT 1	0	0.00	0.00	0.00	0.00	0.00
093-342-000-01 PARK.PEN.LOT 1	25	25.00	25.00	0.00	0.00	100.00
093-342-000-02 LOT 1 STICKERS	0	0.00	0.00	0.00	0.00	0.00
093-343-000-00 PARKING LOT 2 RENTAL	2,000	0.00	0.00	0.00	2,000.00	0.00
093-343-000-01 PARK.PEN.LOT 2	0	0.00	0.00	0.00	0.00	0.00
093-343-000-02 STICKERS LOT 2	0	0.00	0.00	0.00	0.00	0.00
093-344-000-00 PARKING METERS LOT 3	0	0.00	0.00	0.00	0.00	0.00
093-344-000-01 PARK.PEN.LOT 3	0	0.00	0.00	0.00	0.00	0.00
093-344-000-02 STICKERS LOT 3	1,500	238.00	943.00	0.00	557.00	62.87
093-345-000-00 PARKING METERS LOT 4	0	0.00	0.00	0.00	0.00	0.00
093-345-000-01 PARK.PEN.LOT 4	0	0.00	0.00	0.00	0.00	0.00
093-345-000-02 STICKERS LOT 4	0	0.00	0.00	0.00	0.00	0.00
093-346-000-00 PARKING METERS ON STREET	0	0.00	0.00	0.00	0.00	0.00
093-346-000-01 PARK.PEN.ON STREET	4,000	1,390.00	5,985.00	0.00 (	1,985.00)	149.63
093-347-000-00 OPENING & CLOSING GRAVES	30,000	4,400.00	18,150.00	0.00	11,850.00	60.50
093-347-000-01 SALE OF LOTS	10,000	550.00	6,500.00	0.00	3,500.00	65.00
093-347-000-03 PLACEMENT OF MARKERS	1,500	0.00	1,700.00	0.00 (	200.00)	113.33
093-349-000-01 PARK.PEN.LOT6	0	0.00	0.00	0.00	0.00	0.00
093-349-000-02 STICKERS LOT 6	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER FEES	49,145	6,616.00	33,381.00	0.00	15,764.00	67.92
GRANTS						
093-366-000-00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
093-367-000-01 HOTEL OCCUPANCY TAX	36,000	10,535.25	21,699.43	0.00	14,300.57	60.28
093-368-000-00 RENTAL OF PAVILION	3,000	50.00	2,465.00	0.00	535.00	82.17
TOTAL GRANTS	39,000	10,585.25	24,164.43	0.00	14,835.57	61.96
OTHER REVENUE						
093-380-000-00 INTEREST	50	32.07	45.12	0.00	4.88	90.24
093-399-000-00 MISCELLANEOUS	100,000	25.00	95.00	0.00	99,905.00	0.10
093-399-000-02 DONATIONS BEAUTY/GARDENS	0	0.00	0.00	0.00	0.00	0.00
093-399-000-03 CONTRIB FROM GENERAL FUND	0	0.00	0.00	0.00	0.00	0.00
093-399-000-04 COMMUNITY ENHANCE DONATIO	0	0.00	700.00	0.00 (	700.00)	0.00
TOTAL OTHER REVENUE	100,050	57.07	840.12	0.00	99,209.88	0.84
TOTAL REVENUE	188,195	17,258.32	58,385.55	0.00	129,809.45	31.02

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
BAD DEBT =====						
NON-OPERATING EXPENSES						
093-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
BOARD =====						
SALARIES & BENEFITS						
093-700-101-00 BOARD SALARIES	16,800	1,400.00	8,400.00	0.00	8,400.00	50.00
093-700-103-00 SALARIES	35,000	1,200.00	17,635.50	0.00	17,364.50	50.39
093-700-103-01 FLOWER SALARIES	73,000	4,190.00	29,956.86	0.00	43,043.14	41.04
093-700-104-00 FICA TAX	9,600	519.43	4,283.50	0.00	5,316.50	44.62
093-700-105-00 HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00
093-700-106-00 GROUP RETIREMENT	790	132.92	764.72	0.00	25.28	96.80
093-700-106-01 CONSOLIDATED RETFLOWER	4,200	377.10	2,502.65	0.00	1,697.35	59.59
TOTAL SALARIES & BENEFITS	139,390	7,819.45	63,543.23	0.00	75,846.77	45.59
CONTRACTUAL SERVICES						
093-700-214-00 CPWB UNIFORMS	0	0.00	0.00	0.00	0.00	0.00
093-700-225-00 LOT 4 EXPENSE	0	0.00	0.00	0.00	0.00	0.00
093-700-226-00 INSURANCE & BONDS	10,000	1,112.90	4,593.70	0.00	5,406.30	45.94
TOTAL CONTRACTUAL SERVICES	10,000	1,112.90	4,593.70	0.00	5,406.30	45.94
COMMODITIES						
093-700-340-00 MAT & SUPP - STORM DRAIN	0	0.00	0.00	0.00	0.00	0.00
093-700-341-00 MAT & SUPP - CEMETERY	7,000	0.00	1,879.70	0.00	5,120.30	26.85
093-700-342-00 MAT & SUPP - PARKING	5,000	54.32	4,245.07	0.00	754.93	84.90
093-700-343-00 MAT&SUPP-PARKS	45,805	2,972.72	9,880.97	241.74	35,682.29	22.10
093-700-343-01 DOG PARK EXP	1,000	5.92	38.48	0.00	961.52	3.85
093-700-344-00 AUTO SUPPLIES	0	103.87	128.37	0.00	128.37	0.00
093-700-345-00 TREE MAINTENANCE	10,000	0.00	7,054.99	0.00	2,945.01	70.55
093-700-346-00 COMMUNITY ENHANCE DONATIO	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	68,805	3,136.83	23,227.58	241.74	45,335.68	34.11
CAPITAL OUTLAY						
093-700-464-00 HOTEL-MOTEL (FLOWERS)	20,000	96.87	5,194.66	0.00	14,805.34	25.97
093-700-465-00 CONTRACT MOWING CEMETERY	60,000	0.00	37,275.00	0.00	22,725.00	62.13
TOTAL CAPITAL OUTLAY	80,000	96.87	42,469.66	0.00	37,530.34	53.09
CONTRIBUTIONS						
093-700-500-00 DEPRECIATION EXPENSE	0	0.00	0.00	0.00	0.00	0.00
093-700-568-00 CONTINGENCY-CPWB	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
NON-OPERATING EXPENSES						
093-700-999-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BOARD	298,195	12,166.05	133,834.17	241.74	164,119.09	44.96
TOTAL EXPENDITURES	298,195	12,166.05	133,834.17	241.74	164,119.09	44.96
REVENUE OVER/(UNDER) EXPENDITURES	( 110,000)	5,092.27	( 75,448.62)	( 241.74)	( 34,309.64)	68.81

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DISBURSEMENTS 12/01/22 TO 12/31/22						
FUND: CONSOL PUBLIC WORKS						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
BOARD	MON POWER	700-343-00	MAT&SUPP-PARKS	110088938128 44 6TH ST	7.69	
		700-343-00	MAT&SUPP-PARKS	110088938045 61 CLEVELAND	5.92	
		700-343-00	MAT&SUPP-PARKS	110088938086 PARK STREET	138.82	
		700-343-00	MAT&SUPP-PARKS	110087901580 FLAG POLE-	5.00	
		700-342-00	MAT & SUPP - PARKING	110112520876 PRK LOT 3	38.57	
		700-342-00	MAT & SUPP - PARKING	110112520819 PRK LOT 3	5.25	
		700-342-00	MAT & SUPP - PARKING	110112520926 PRK LOT 3	5.25	
		700-342-00	MAT & SUPP - PARKING	110116755015 LOT 3 FAIRS &	5.25	
		700-343-00	MAT&SUPP-PARKS	110149193085 JAWBONE PRK 1	35.73	
		700-343-00	MAT&SUPP-PARKS	110089164682 JAWBONE PARK	212.59	
		700-343-00	MAT&SUPP-PARKS	110086639413 PARK STREET	86.25	
		700-343-01	DOG PARK EXP	110137251630 WALK TRAIL LN	5.92	
		700-343-00	MAT&SUPP-PARKS	110141766342 13 MARION ST	5.25	
		700-226-00	INSURANCE & BONDS	WCN6007140 11/2/22-12/1/22	125.68	
	ENCOVA INSURANCE	700-343-00	MAT&SUPP-PARKS	20A BREAKER FOR NBRFP	113.52	
		700-343-00	MAT&SUPP-PARKS	MATRLS PARK CAMERAS	212.20	
		700-343-00	MAT&SUPP-PARKS	MATRLS PARK CAMERAS	24.00	
	NAPA-AMTOWER AUTO SUPPLY	700-343-00	MAT&SUPP-PARKS	MATRLS PARK CAMERAS	416.06	
		700-344-00	AUTO SUPPLIES	OIL & AIR FILTER, OIL S13	103.87	
		700-226-00	INSURANCE & BONDS	4/1/22 TO 4/1/23 QRTL Y PYM	837.39	
	WESTFIELD INSURANCE	700-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTI	18.00	
		700-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	54.00	
		700-106-01	CONSOLIDATED RETFLOW	WV RETIRE TIER2 CONTRIBUTI	189.90	
		700-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	60.92	
		700-106-01	CONSOLIDATED RETFLOW	WV RETIRE TIER2 CONTRIBUTI	187.20	
	TRACTOR SUPPLY CREDIT PLAN	700-464-00	HOTEL-MOTEL (FLOWERS)	PCRD-ASSORTED FLOWERS	96.87	
		700-343-00	MAT&SUPP-PARKS	2 PORTA POT RENTALS	250.00	
		700-104-00	FICA TAX	FICA WITHHELD AND MATCHED	168.02	
		700-104-00	FICA TAX	FICA WITHHELD AND MATCHED	252.96	
		700-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	39.29	
	INTERNAL REVENUE SERVICE	700-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	59.16	
		700-343-00	MAT&SUPP-PARKS	PCRD-CRAWL SPACE VENTS	259.75	
		700-343-00	MAT&SUPP-PARKS	PCRD-4 FLOOD VENTS	859.96	
		700-343-00	MAT&SUPP-PARKS	PCRD-8500W HEATERES	339.98	

01-18-2023 02:02 PMDISBURSEMENTS 12/01/22 TO 12/31/22

FUND: CONSOL PUBLIC WORKS

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TRAVELERS INSURANCE	700-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB JUL 202	149.83
	**PAYROLL EXPENSES			12/01/2022 - 12/31/2022	6,790.00
				TOTAL:	12,166.05

Motion to accept the December 2022 Financial Report was made by Bucklew/Shobe. Motion Carried.

E. Correspondence and Information - Mayor Skinner reviewed the following with the Board:

E.1 WV Economic Development-LWCF Program on Site Inspection at NBRP-Good Condition by NPS Standards



December 12, 2022

Mayor  
City of Buckhannon  
70 East Main Street  
Buckhannon, West Virginia 26201

Dear Mayor McCauley:

As part of our regularly scheduled, on-site inspections required by the National Park Service (NPS) on Land and Water Conservation Fund-assisted (LWCF) projects, the city's LWCF-assisted facilities at the North Buckhannon Park were recently inspected.

These facilities were in good condition by NPS standards and continue to reflect the city's maintenance efforts to provide worthwhile public outdoor recreational choices.

As you may know, the LWCF Act states that federally-assisted park areas cannot be converted to alternative uses besides public outdoor recreation, without replacement of the assisted parklands with comparable facilities at local expense. Any such conversion must not be undertaken without prior notice to our office, with approval by the NPS. To prevent a conversion-in-fact from occurring, the NPS requires notice to be given of any park facility changes prior to construction. Any future, planned park changes including outsales, conversions, abandonments, or additions to this LWCF-assisted park need to be reported to our office before such changes are acted upon.

We are pleased to make this report available to the NPS to document the city's efforts in support of the LWCF program. Please contact me or James Bush of our office at (304) 558-2234 or by email at john.r.mcgarrrity@wv.gov or james.e.bush@wv.gov for any additional information or questions about the state's LWCF program.

Sincerely,

  
John McGarrity  
Senior Planner

F. Consent Agenda  
F.1 Approval of Minutes 09/22/22; 10/27/22; 12/07/22

Motion to approve the minutes of 09/22/22 was made by Shobe/Waldo. Motion carried. (Minutes were not available for 10/27/22 or 12/07/22.)

G. Strategic Issues for Discussion and/or Vote

G.1 Event Request - South Buckhannon Mission Church Easter Egg Hunt at City Park- Sunday 04/09/23 – Discussion took place

Motion to approve the Event Request from South Buckhannon Mission Church for an Easter Egg Hunt at City Park on Sunday 04/09/23 was made by Bucklew/Waldo. Motion carried.

G.2 Event Request Relay for Life Celebration at Jawbone Park on 06/24/23 (No Road Closure) – Discussion took place

Motion to approve the Event Request for the Relay for Life Celebration at Jawbone Park on 06/24/23 (No Road Closure) was made by Shobe/Waldo. Motion Carried.

G.3 Recommendation to City Council - Central WV Center for Pregnancy Care, Inc Request the City to Provide Concrete (2 ½ Yards) for the new addition: We received an email stating that Central Supply & PJ Boyles is donating the concrete, so it is no longer needed. No action was needed.

**G.4 Request Handicap Parking Space at 90 Barbour Street:** Mayor Skinner noted that the property is owned by Patrick Brake and Amy Summerfield. The tenant has physical ailments. This will not be a dedicated spot for one person as it is a public street, therefore, anyone with a handicap placard can use this parking spot. This will also be a temporary placement. If approved, Mayor Skinner requests that this is taken care of quickly.

Dr. Ali A. Khan

Internal Medicine  
2 Hartman Plaza Buckhannon, WV 26201  
Phone: 304-471-3400 Fax: 304-472-2220

Eulace Weaver needs a handicap spot painted in front of her home. If you have any concerns please contact us

Sincerely,

Ali. A. Khan MD

**Motion to approve the Handicap Parking Space at 90 Barbour Street was made by Bucklew/Waldo. Motion Carried.**

**G.5 Gary Evans Request Pauper Cremation Interment of Unknown Person & Placement of Marker Fee Waived:** It was discussed and noted that the city does not have pauper graves available. It was recommended to entertain the pauper grave portion of request and to table placement of marker fee.

**Motion to approve the pauper grave interment and to table the placement of marker fee was made by Waldo/Bucklew. Motion carried.**

**Note regarding G.5 -** Received letter from Gary Evans on 01/27/23: He found the paperwork with the cremains to be Marilyn Dian Westfall. City Hall staff researched and discovered that Marilyn Dian Westfall gave space 6 of 2<sup>nd</sup> Addition Lot 31 Section L to her sister Donna Westfall Brass burial date 2019 and space 8 to her nephew Scott Brass. Mr. Evans is trying to locate her family.

Evans, Gary  
1313 Hickory Flat Road  
Buckhannon, WV 26201  
(304) 642-0788

To Whom It May Concern:

It is with the most sincere intentions and greatest respect that I submit a request for your consideration in remedying the following situation:

I recently sold property on Locust Street, in Buckhannon, to the County of Upshur. On the parcel is a large apartment house. Quite awhile prior to that sale I had rented an apartment to a tenant. In due time, he deserted the apartment still owing rent. Under the advice of our local Magistrate, I made every effort to locate and contact that former tenant, with no success.

After the required time of posting notices, I took possession of the contents of the apartment. The clean up became almost insurmountable task. In the process of removing the contents, the cremated remains of a lady, Marilyn Dian Westfall, was discovered.

I began several attempts to locate the tenant in whose apartment they were found. Repeated investigative efforts by myself and the City Hall staff proved to be fruitless. A few years have since lapsed without any contact from the former tenant.

I cannot, in good conscience, improperly dispose of the remains. It is in that effort that I humbly request your assistance. Is it possible that an appropriate grave site may be located in Heavner Cemetery within which she may receive a proper burial? If acceptable and possible, could any required fees also be waived?

If agreeable to all parties involved, I would be honored to then conduct a brief service at the graveside and would rest easier knowing that an appropriate burial was performed.

Please advise of your decision. Your consideration of this request is deeply appreciated.

Sincerely,  
*Gary W. Evans*  
Gary W. Evans

BOOK 042 PAGE 065

I, Marilyn Dian Westfall, of 3701 S. Geo. Mason Dr., #1302, Falls Church, Virginia Fairfax Co, Virg., being of sound mind & disposing mind, do hereby give one cemetery lot to my sister, Donna Westfall Brass. Also, I give another cemetery lot to my nephew, Scott Brass.

The lot number is 31, ~~space~~ # spaces 6 and 8. My sister would like space 6.

In Witness Whereof, I have hereunto set my hand & seal to this written request, which is written without any interlineations on these two (2) sheets of paper, to each of which I have subscribed my name, all done in the city of Falls Church, Fairfax County, Virginia, the 12<sup>th</sup> day of November (2002).  
*Marilyn Dian Westfall*  
Marilyn Dian Westfall

MARILYN WESTFALL OBITUARY

WESTFALL, MARILYN DIAN

**From her Obituary** - Retired Fairfax County Public School teacher. On June 15, 2004. She is survived by one sister Donna Brass and two nephews Scott and Jake Brass all of Buchanan “[sic]”, WV. Services will be held at a later date.

**G.6 BUMS Inside Out Project- Approval Temporary Placement of Portraits on Sidewalks (Parade Route):** Mayor Skinner noted that we did place the mock up in the City Hall parking lot. The texture got slimy, and, then after a rain, it started to lift. It was also slick. The sidewalks are a different texture than the parking lot, so it might be worse, and there is the incline on Kanawha Hill. Mayor Skinner stated that it did not hold up as expected. Recorder Sanders noted there was a potential for people slipping on it. Board Member Jack Reger said that the art project was a good idea. He suggested contacting stores/businesses to display art work, but suggested to stay away from controversial topics. Ms. Murphy said they will go back to the drawing board to think of new ideas.

**Motion to deny the art project on the sidewalks due to potential for slipping was made by Reger/Waldo. Motion Carried.**

**G.7 Revisit Discussion/Possible Action – New traffic pattern on North Kanawha Street:** Action taken earlier in the meeting.

**G.8 Revisit Discussion/Possible Action – Traffic pattern change on Apothecary Lane:** Mayor Skinner noted that there is no easy answer to this. Previously we had tried stronger paint and a sign that said “Do Not Block.” CVS Manager Ted Black had no suggestions. Jay Hollen said that the realtor had some suggestions such as having the employee parking next to the building and possibly put in a green strip. Mayor Skinner suggests trying a Two Way Street with slashes near the building for no driveway. Allow the realtor to draw up plans to show what they want. If this does not work, then we will revisit the matter. It was suggested that we revisit the situation 90 days after it is painted.

**Motion to make Apothecary Lane a two-way street & paint white broken line markings and then revisit the matter in 90 days was made by Shobe/Waldo. Motion carried.**

**H. Board Members Comments and Announcements**

**Pam Bucklew:** Mrs. Bucklew questioned the Gum Street water problem. Mayor Skinner asked if there was any report from Protesta. Jay Hollen will request an update.

**Jack Reger:** Mr. Reger had no additional comments.

**Mark Waldo:** Stated that a nice job was done on the sidewalks.

**Nancy Shobe:** Mrs. Shobe reported that the walk signal sign at the Courthouse displays white all the time. She asked that the city notify the State WVDOH.

**Randy Sanders:** Mr. Sanders had no additional comments.

**Mayor Skinner:** He spoke to Ben Claypool of the WVDOH regarding the no turn on red sign at W. Main & S. Locust Streets. He said that was a reasonable request and will look into it. He also reported that the first meeting of the Parks and Recreation Advisory Board was a good meeting. Pam Bucklew was appointed as the city council representative and Mayor Skinner will also be attending the meetings, which will occur monthly through July then quarterly starting in October. There is a great mixture of people in the group and he looks forward for some great results.

**I. Adjournment:** Mayor Skinner adjourned the meeting at 8:27 a.m.

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

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