

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

A regular meeting of the Buckhannon City Council was held on Thursday, January 04, 2024, at 7:00 p.m., 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	Absent
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Absent
City Attorney	Tom O'Neill	Present-GTM
Buckhannon Fire Department	Chief JB Kimble	Present
Director of Public Works	Jerry Arnold	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present - GTM
Record Delta	Noah Jeffries	Present

Guests: Barbara Hinkle, COB; Kevin Shreves, Channel 3; Tasha Carrico, Joe Carrico, Alisa Lively, Special Olympics; Dr. Joseph Reed;

City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, January 04, 2024

- 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 Tasha Carrico – Special Olympics Upshur County
- C. Department & Board Reports
 - C.1 Public Works Director - Jerry Arnold
 - C.2 Finance Director - Amberle Jenkins
 - C.3 Fire Chief – JB Kimble
 - C.4 City Attorney - Tom O'Neill
- D. Correspondence & Information
 - D.1 Notice of Special Joint Working Session of the Buckhannon Planning Commission & City Council on 01/11/24 7pm to discuss Future Collaboration regarding Planning Priorities
- E. Consent Agenda
 - E.1 Approval of Minutes -Regular Meeting 12/07/23 & 12/21/23
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills
- F. Strategic Issues for Discussion and/or Vote
 - F.1 Approval to Accept Bid Opening Results- Gateway West Phase II Street Light Pole Assemblies & Globes
 - F.2 Approval Resolution 2024-01 Participation in WV Board of Treasury Investments
 - F.3 Authorization to open a separate bank account to receive and disburse Opioid Settlement Funds as required by WV State Auditor’s Office
 - F.4 Approval Resolution 2024-02 General Fund Budget Revision #3 FY 2023/2024
 - F.5 Buckhannon Fire Department-Regional Peer Support Group Development
 - F.6 Approval for use of third-party vendor registered with the State of WV ABC Commission to serve alcohol during specific activities at the Colonial Arts Center
- G. Comments and Announcements
 - G.1 Pamela Bucklew
 - G.2 David McCauley
 - G.3 Jack Reger
 - G.4 David Thomas
 - G.6 CJ Rylands
 - G.7 Randall Sanders
- H. Mayor’s Comments and Announcements
- I. Adjournment
- Posted 12/29/2023

A. Call to Order: The January 04, 2024 regular meeting of the Buckhannon City Council was called to order by Mayor Skinner, followed by a moment of silence and pledge to the flag.

B. Recognized Guests:

B.1 Tasha Carrico – Special Olympics Upshur County – Mayor Skinner recognized Tasha Carrico, Joe Carrico, and Alisa Lively, all with Special Olympics Upshur County and yielded the floor to the group. Tasha Carrico, representing the organization, spoke to City Council regarding the current and upcoming activities being held by the Special Olympics Upshur County and Special Olympics West Virginia. Here is her presentation:

In Upshur County we have athletes that participate and practice year-round to compete in eleven sports statewide. We have lots of volunteers who coach and assist with practices, competitions and fundraising. It takes a village to keep not only our county functioning but at the state level as well. The handout you received gives you some facts about our program, opportunities to volunteer and ways you can assist our program.

I do want to tell you about one of our AMAZING fundraisers: The Polar Plunge: Freezin' for a Reason. We will join Wheeling, Hurricane, Morgantown and Ripley for our second 'plunge' on February 10 at the River Walk/boat loading ramp. Last year we raised over \$17,000 and our goal this year is \$20,000. Local emergency personnel have been great to work with and will be on site to cover every precautionary detail. This brings me to the major point of my visit.... I would like to once again challenge you, Mayor Skinner, and the members of City Council to take the plunge. City Recorder Sanders, may be off the hook as he has graciously agreed to emcee the event, but you never know when someone might push him in the river!!! Also, at tonight's meeting I would like to challenge JB Kimble, Tom O'Neill, Matt Gregory, Jerry Arnold and Amby Jenkins. It will be a lot of fun with a costume competition and an after party. I have distributed handouts for you. Thank you for your time! I look forward to seeing you on February 10th, if not volunteering at the event, then certainly hopping in the Buckhannon River or making a donation. Happy New Year from Special Olympics Upshur County!

Mayor Skinner accepted the challenge along with Council Members David Thomas and Pam Bucklew agreeing to plunge as well.

Dr. Joseph Reed, who had signed in to speak during the Public Comments, was recognized to address City Council by Mayor Skinner. Dr. Reed noted that he was speaking to Council as a citizen and not representing any particular organization. He is not in favor of alcohol being served at the Colonial Arts Center because children are involved in the total programing efforts of the center. He acknowledged that it was his understanding children would not be involved in the particular activity where alcohol was being served. He does believe the serving of alcohol in the center would send the message that alcohol has to be available in order that an activity be entertaining. If the decision is made to allow alcohol there, he believes it should not be for events sponsored by the city and should be only at private events, not open to the public. He stated "We are dealing with the problems of addiction in our county, state and nation. Alcohol, at this point, is still the leading culprit beyond tobacco/vaping use. PREVENTION is a far better economic route than TREATMENT of these problems. Anything reasonable we can do to not encourage and to discourage use of addicting substances makes good health AND economic sense in the long run." He also stated that he not against the theater (CAC) and he believes they (the supporting and planning community) have done a tremendous job of planning and working at the theater becoming a significant part of the arts in this county and area. Mayor Skinner thanked Dr. Reed for his comments.

At this point of the meeting the Public Comments part of the meeting was closed.

C. Department & Board Reports

C.1 Public Works Director- Jerry Arnold - Mayor Skinner recognized Jerry Arnold who provided the following report to City Council:

Street: Crews have been performing equipment and shop maintenance. We will be removing the Christmas décor next week.

Sewer: Crews excavated a sink hole at the corner of Madison and Meade streets. After investigating, it was found that the issue was a connection to the storm sewer. We are hopeful to complete the repair and open the street in a day or two.

Waste: We expect delivery of a new excavator to use at the tipping area of the transfer station tomorrow. Two employees have been replaced and the new hires are working out well.

Water: Crews are working on changing services over to the new line on Thurman Avenue. We had

a pump motor fail at the Tennerton Booster Station. Expected repair cost will be between \$15,000 and \$18,000.

Engineering: Gateway West Phase II Construction – The bid opening for the purchase and delivery of (4) additional lights was held on December 28, 2023 at 1:00 PM EST. Only one bid was received. Capital Electric was the apparent low bidder with a bid of \$12,251.00. As of now, a tentative walkthrough of the project is scheduled for early 2024 after the (4) lights are installed with the WVDOT and City. This project includes matching funds from St. Josephs – WVU Hospital.

ARPA – Sanitary Sewer Collection System on Taylor Street – The contractor has submitted his request for substantial completion (90% or above) for the project and minor construction activities continue on this project. The contractor is working on the punch list items identified by Potesta and the Sewer Department.

C.2 Finance Director - Amberle Jenkins – Mayor Skinner noted that Ms. Jenkins was not in attendance this evening and he recognized Barbara Hinkle who, along with Mayor Skinner, provided the following reports:

Balances December 2023

General Fund mm checking

\$642,927

CD \$86,550

Historic Landmark savings

\$3,030

Stockert Youth Center Capitol Campaign

\$443,775 + 12,000 pledge = \$455,775

Coal Tax

\$42,662

Municipal Stabilization Fund

\$924,147.09 - \$923,000 moved to Raymond James = \$1,147

Flood Control Acct

\$78,326

Consolidated Public Works

\$120,408

Cem CD \$235,333

Sales Tax

\$1,764,799

American Rescue Plan

\$630,971

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CITY OF BUCKHANNON

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: DECEMBER 31ST, 2023

PAGE: 6

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
001-301-000-01 AD VALOREM TAXES	926,730	19,407.78	604,356.06	0.00	322,373.94	65.21
001-301-000-02 PRIOR YEAR TAXES	25,000	650.66	36,728.71	0.00 (11,728.71)	146.91
001-303-000-00 GAS & OIL SEVERANCE TAX	10,000	0.00	53,012.56	0.00 (43,012.56)	530.13
001-304-000-00 2% UTILITY TAX	235,000	15,003.19	105,602.40	0.00	129,397.60	44.94
001-305-000-00 B & O TAX	1,400,000	64,234.53	805,885.57	0.00	594,114.43	57.56
001-305-000-01 B&O CONTRACTORS	120,000	358.90	148,785.93	0.00 (28,785.93)	123.99
001-306-000-00 LIQUOR TAX	75,000	0.00	41,394.67	0.00	33,605.33	55.19
001-307-000-00 ANIMAL CONTROL TAXES	1,100	13.50	761.40	0.00	338.60	69.22
001-308-000-00 HOTEL MOTEL TAX	120,000	4,258.46	85,076.59	0.00	34,923.41	70.90
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES	2,912,830	103,927.02	1,881,603.89	0.00	1,031,226.11	64.60
FINES AND FEES						
001-320-000-00 COURT COSTS, FEES & CHARG	11,000	471.00	4,691.00	0.00	6,309.00	42.65
001-320-000-01 BASIC FEE (POLICE DEPT.)	0	0.00	200.00	0.00 (200.00)	0.00
001-320-000-02 POLICE FEE -CITATION	4,000	120.00	1,920.00	0.00	2,080.00	48.00
001-320-000-03 POLICE/FINGERPRINT REVENU	0	0.00	0.00	0.00	0.00	0.00
001-320-000-04 SUMMONS FEE FOR PARKING T	0	0.00	80.00	0.00 (80.00)	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	15,000	591.00	6,891.00	0.00	8,109.00	45.94
LIC PERMITS & FRANCHISE						
001-325-000-00 CITY BUSINESS LICENSE	17,000	211.00	9,050.50	0.00	7,949.50	53.24
001-326-000-00 BUILDING PERMIT FEES	40,000	1,604.39	21,877.52	0.00	18,122.48	54.69
001-326-000-10 PROPERTY REGIST -VACANT	0	0.00	5,400.00	0.00 (5,400.00)	0.00
001-328-000-00 FRANCHISE FEES	55,000	0.00	21,472.60	0.00	33,527.40	39.04
001-330-000-00 IRP TRUCK FEE	55,000	3,901.89	12,869.96	0.00	42,130.04	23.40
TOTAL LIC PERMITS & FRANCHISE	167,000	5,717.28	70,670.58	0.00	96,329.42	42.32
OTHER FEES						
001-340-000-00 DONATIONS THEATRE	20,000	1,015.00	12,914.38	0.00	7,085.62	64.57
001-340-345-00 CAC REV, CONCESSIONS, MERCH	5,000	8.50	1,089.25	0.00	3,910.75	21.79
001-340-345-01 CAC REVENUE RENTALS	5,000	0.00	95.00	0.00	4,905.00	1.90
001-340-345-02 CAC REVENUE TICKETS	2,000	0.00	1,095.00	0.00	905.00	54.75
001-340-345-03 CAC CLASSROOM REV	2,000	0.00	0.00	0.00	2,000.00	0.00
001-341-000-00 PSC MUNICIPAL SURCHARGE	0	0.00	0.00	0.00	0.00	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	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL OTHER FEES	64,000	1,023.50	15,193.63	0.00	48,806.37	23.74
HEALTH AND SAFETY						
001-351-000-00 POLICE PROTECTION FEES	75,000	6,130.63	36,838.44	0.00	38,161.56	49.12
001-352-000-00 FIRE PROTECTION FEES	152,000	12,497.37	75,114.23	0.00	76,885.77	49.42
TOTAL HEALTH AND SAFETY	227,000	18,628.00	111,952.67	0.00	115,047.33	49.32

001-GENERAL FUND % OF YEAR COMPLETED: 50.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OUTSIDE DISTRICTS						
001-358-000-00 EVENT CENTER REVENUE	1,015	718.58	7,143.31	0.00	(6,128.31)	703.77
TOTAL OUTSIDE DISTRICTS	1,015	718.58	7,143.31	0.00	(6,128.31)	703.77
CHARGES FOR SERVICES						
001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	0.00	0.00	45,000.00	0.00
001-362-000-01 SYC UTILITY REVENUE	2,500	149.00	994.00	0.00	1,506.00	39.76
001-362-000-02 SYC CAMP BUCANNEER FEES	18,200	0.00	31,045.50	0.00	(12,845.50)	170.58
001-362-000-03 SYC DRILL TEAM FEES	0	0.00	482.00	0.00	(482.00)	0.00
001-362-000-04 SYC BASKETBALL FEES	18,000	2,020.00	15,195.00	0.00	2,805.00	84.42
001-362-000-05 SYC ROOM RENTAL FEES	6,000	600.00	2,565.00	0.00	3,435.00	42.75
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	18,580.98	109,141.00	0.00	(74,141.00)	311.83
001-362-000-08 SYC DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-09 SYC DONATIONS	2,000	300.00	1,400.00	0.00	600.00	70.00
001-362-000-10 SYC KARATE FEES	1,000	240.00	1,450.00	0.00	(450.00)	145.00
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	0.00	0.00	0.00	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	80.00	615.00	0.00	1,385.00	30.75
001-362-000-18 YOGA FITNESS CLASS REVENUE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-19 GUITAR LESSONS REVENUE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-20 SYC MISC ACTV REVENUE ITI	0	0.00	968.00	0.00	(968.00)	0.00
001-362-000-99 SYC BEQUEST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	129,700	21,969.98	163,855.50	0.00	(34,155.50)	126.33
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	30,823	0.00	31,273.64	0.00	(450.64)	101.46
001-365-000-36 FEMA GRANT #1 GENERATOR	543,523	0.00	320,250.12	0.00	223,272.88	58.92
001-366-000-00 POLICE DEPT. - GRANTS	0	0.00	0.00	0.00	0.00	0.00
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	18,946.75	0.00	(18,946.75)	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 NEA GRANT (WAMSB)	10,000	0.00	0.00	0.00	10,000.00	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	16,000	0.00	66,459.66	0.00	(50,459.66)	415.37
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	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND % OF YEAR COMPLETED: 50.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-366-000-15 REAP-CLEAN UP GRANT	0	0.00	23,520.00	0.00	(23,520.00)	0.00
001-366-000-16 CULTURE ARTS GRNT(ADA THE	0	0.00	0.00	0.00	0.00	0.00
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
001-368-000-05 CONTRIBUTION TO CAC PROGR	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	600,346	0.00	460,450.17	0.00	139,895.83	76.70
INTRAFUND CONTR/CHARGES						
001-369-000-00 CONTRIBUTION FUNDS-BRUSHY	0	168.90	168.90	0.00	(168.90)	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	2,162,955	0.00	500,000.00	0.00	1,662,955.00	23.12
001-370-000-00 LATE CHARGES - GEN FUND	200	74.47	377.82	0.00	(177.82)	188.91
TOTAL INTRAFUND CONTR/CHARGES	2,163,155	243.37	500,546.72	0.00	1,662,608.28	23.14
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	10,000	2,492.94	6,988.53	0.00	3,011.47	69.89
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	0.00	0.00	0.00	0.00	0.00
001-380-000-00 GENERAL FUND INTEREST	400	0.00	83.01	0.00	316.99	20.75
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	0.00	0.00	0.00	4,000.00	0.00
001-382-000-00 REBATES-REFUNDS PCARD	3,500	0.00	1,859.57	0.00	1,640.43	53.13
001-394-000-00 POLICE FORFEITURE CONFISC	0	0.00	1,041.00	0.00	(1,041.00)	0.00
001-397-000-00 VIDEO LOTTERY	20,000	0.00	9,306.74	0.00	10,693.26	46.53
001-399-000-00 MISCELLANEOUS REVENUE	30,000	1,064.90	24,276.61	0.00	5,723.39	80.92
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	9,000	0.00	0.00	0.00	9,000.00	0.00
TOTAL OTHER REVENUE	76,900	3,557.84	43,555.46	0.00	33,344.54	56.64
TOTAL REVENUE	6,356,946	156,376.57	3,261,862.93	0.00	3,095,083.07	51.31

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	20,000.00	0.00	20,000.00	50.00
TOTAL CONTRIBUTIONS	40,000	0.00	20,000.00	0.00	20,000.00	50.00
TOTAL ECONOMIC DEVELOPMENT	40,000	0.00	20,000.00	0.00	20,000.00	50.00
MAYOR'S OFFICE =====						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	1,500.00	0.00	1,500.00	50.00
001-409-103-00 MAYOR'S ASSISTANT SALARY	31,305	1,967.28	13,190.15	0.00	18,114.85	42.13
001-409-104-00 MAYOR'S F.I.C.A.	2,625	167.85	1,113.17	0.00	1,511.83	42.41
001-409-105-00 MAYOR'S INSURANCE	23,600	1,745.44	14,179.70	0.00	9,420.30	60.08
001-409-106-00 MAYOR'S RETIREMENT	2,820	148.19	1,013.93	0.00	1,806.07	35.95
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	63,350	4,278.76	30,996.95	0.00	32,353.05	48.93
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	3,000	99.23	888.31	0.00	2,111.69	29.61
001-409-214-00 MAYOR'S TRAVEL	1,000	183.14	492.46	0.00	507.54	49.25
001-409-218-00 MAYOR'S POSTAGE	10,000	1,094.30	6,697.16	80.88	3,221.96	67.78
001-409-220-00 MAYOR'S LEGAL PUBLICATION	2,700	0.00	2,102.25	0.00	597.75	77.86
001-409-222-00 MAYOR'S DUES	3,600	0.00	1,866.96	0.00	1,733.04	51.86
001-409-223-00 PROFESSIONAL SERVICES	6,000	2,900.00	9,437.50	0.00 (3,437.50)	157.29
001-409-223-01 PROFESSIONAL (surveys)	0	0.00	0.00	0.00	0.00	0.00
001-409-226-00 MAYOR'S INSURANCE & BONDS	1,500	3.41	23.35	0.00	1,476.65	1.56
TOTAL CONTRACTUAL SERVICES	27,800	4,280.08	21,507.99	80.88	6,211.13	77.66
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	51,300	2,670.01	30,246.09	154.69	20,899.22	59.26
001-409-341-05 EVENT/FIREWORK EXPENSE	58,000	4,000.00	16,000.00	0.00	42,000.00	27.59
001-409-341-06 VOLUNTEER COORDINATOR EXP	0	0.00	0.00	0.00	0.00	0.00
001-409-341-07 NEA GRANT EXPENSE	20,000	0.00	19,975.34	0.00	24.66	99.88
TOTAL COMMODITIES	129,300	6,670.01	66,221.43	154.69	62,923.88	51.33
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

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
001-409-568-00 CONTRIBUCTIONS	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						
001-409-670-00 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	220,450	15,228.85	118,726.37	235.57	101,488.06	53.96
COUNCIL =====						
SALARIES & BENEFITS						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	1,000.00	6,000.00	0.00	6,000.00	50.00
001-410-103-00 CAT CONTROL SALARY	1,000	0.00	0.00	0.00	1,000.00	0.00
001-410-104-00 COUNCIL'S F.I.C.A.	1,000	76.50	459.00	0.00	541.00	45.90
001-410-106-00 COUNCIL'S RETIREMENT	225	18.00	108.00	0.00	117.00	48.00
TOTAL SALARIES & BENEFITS	14,225	1,094.50	6,567.00	0.00	7,658.00	46.17
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)	15,000	1,250.00	8,750.00	0.00	6,250.00	58.33
001-410-226-00 COUNCIL INSURANCE (PROPER	11,000	648.47	4,545.93	0.00	6,454.07	41.33
TOTAL CONTRACTUAL SERVICES	26,000	1,898.47	13,295.93	0.00	12,704.07	51.14
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	0	0.00	0.00	0.00	0.00	0.00
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	2,000	90.00	1,450.00	0.00	550.00	72.50
TOTAL CAPITAL OUTLAY	2,000	90.00	1,450.00	0.00	550.00	72.50
CONTRIBUTIONS						
001-410-568-00 CONTRIBUTIONS(facade)	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND % OF YEAR COMPLETED: 50.00

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	42,225	3,082.97	21,312.93	0.00	20,912.07	50.47
RECORDER						
=====						
SALARIES & BENEFITS						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	3,000.00	0.00	3,000.00	50.00
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	229.50	0.00	230.50	49.89
001-411-106-00 RECORDER'S RETIREMENT	540	17.29	103.74	0.00	436.26	19.21
TOTAL SALARIES & BENEFITS	7,000	555.54	3,333.24	0.00	3,666.76	47.62
CONTRACTUAL SERVICES						
001-411-214-00 RECORDER TRAVEL	600	0.00	0.00	0.00	600.00	0.00
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	3.41	195.67	0.00	804.33	19.57
TOTAL CONTRACTUAL SERVICES	1,650	3.41	230.67	0.00	1,419.33	13.98
TOTAL RECORDER	8,650	558.95	3,563.91	0.00	5,086.09	41.20
TREASURER						
=====						
SALARIES & BENEFITS						
001-413-101-00 TREASURER'S SALARY	9,091	626.36	4,071.37	0.00	5,019.63	44.78
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.	696	47.92	311.48	0.00	384.52	44.75
001-413-105-00 TREASURER'S GROUP INSURAN	2,953	5.23	81.38	0.00	2,871.62	2.76
001-413-106-00 TREASURER'S RETIREMENT	820	56.38	366.47	0.00	453.53	44.69
001-413-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	13,560	735.89	4,830.70	0.00	8,729.30	35.62
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	6,500	3,255.75	4,068.25	0.00	2,431.75	62.59
001-413-226-00 TREASURER'S INSURANCE & B	500	3.41	21.29	0.00	478.71	4.26
TOTAL CONTRACTUAL SERVICES	7,000	3,259.16	4,089.54	0.00	2,910.46	58.42
TOTAL TREASURER	20,560	3,995.05	8,920.24	0.00	11,639.76	43.39

001-GENERAL FUND % OF YEAR COMPLETED: 50.00

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	3,750.00	0.00	3,750.00	50.00
001-416-104-00 POLICE JUDGE FICA	575	47.81	286.86	0.00	288.14	49.89
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	4,036.86	0.00	4,038.14	49.99
CONTRACTUAL SERVICES						
001-416-221-00 POLICE JUDGE TRAINING	300	0.00	240.00	0.00	60.00	80.00
001-416-226-00 POLICE JUDGE INS BONDS	300	6.00	65.95	0.00	234.05	21.98
TOTAL CONTRACTUAL SERVICES	600	6.00	305.95	0.00	294.05	50.99
TOTAL COURT	8,675	678.81	4,342.81	0.00	4,332.19	50.06
CITY ATTORNEY						
=====						
SALARIES & BENEFITS						
001-417-101-00 CITY ATTORNEY	0	0.00	0.00	0.00	0.00	0.00
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	0	0.00	0.00	0.00	0.00	0.00
001-417-105-00 CITY ATTORNEY INSURANCE	0	14.74	44.22	0.00 (44.22)	0.00
001-417-106-00 CITY ATTORNEY RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	14.74	44.22	0.00 (44.22)	0.00
CONTRACTUAL SERVICES						
001-417-221-00 CITY ATTORNEY TRAINING	0	0.00	0.00	0.00	0.00	0.00
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	0	0.00	3.40	0.00 (3.40)	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	3.40	0.00 (3.40)	0.00
TOTAL CITY ATTORNEY	0	14.74	47.62	0.00 (47.62)	0.00
CITY ENGINEER						
=====						
SALARIES & BENEFITS						
001-420-103-00 CITY ENGINEER SALARY	21,409	1,646.60	10,702.90	0.00	10,706.10	49.99
001-420-104-00 CITY ENGINEER FICA TAX	1,640	127.12	826.28	0.00	813.72	50.38
001-420-106-00 CITY ENGINEER RETIREMENT	1,930	148.20	963.30	0.00	966.70	49.91
TOTAL SALARIES & BENEFITS	24,979	1,921.92	12,492.48	0.00	12,486.52	50.01

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	0.00	180.00	0.00	320.00	36.00
001-420-223-00 CITY ARCHITECT	0	0.00	0.00	0.00	0.00	0.00
001-420-223-01 ENGINEERING SERVICES (POT	232,000	0.00	105,422.85	0.00	126,577.15	45.44
001-420-226-00 CITY ENGINEER INS & BONDS	600	24.20	190.61	0.00	409.39	31.77
TOTAL CONTRACTUAL SERVICES	233,100	24.20	105,793.46	0.00	127,306.54	45.39
TOTAL CITY ENGINEER	258,079	1,946.12	118,285.94	0.00	139,793.06	45.83
REGIONAL DUES						
=====						
CONTRACTUAL SERVICES						
001-435-222-00 REGIONAL DUES	5,964	0.00	5,964.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	5,964	0.00	5,964.00	0.00	0.00	100.00
TOTAL REGIONAL DUES	5,964	0.00	5,964.00	0.00	0.00	100.00
HOUSING						
=====						
COMMODITIES						
001-436-341-99 CLEAN UP ASSISTANCE EXP	5,000	0.00	74.73	0.00	4,925.27	1.49
001-436-354-00 HOUSING ENFORCEMENT	30,000	0.00	24,985.66	0.00	5,014.34	83.29
TOTAL COMMODITIES	35,000	0.00	25,060.39	0.00	9,939.61	71.60
TOTAL HOUSING	35,000	0.00	25,060.39	0.00	9,939.61	71.60
ZONING						
=====						
SALARIES & BENEFITS						
001-437-103-00 ZONING SALARY	39,000	3,000.00	19,500.00	0.00	19,500.00	50.00
001-437-104-00 ZONING F.I.C.A.	2,990	229.50	1,491.75	0.00	1,498.25	49.89
001-437-105-00 ZONING HEALTH INS	5,678	452.35	3,589.74	0.00	2,088.26	63.22
001-437-106-00 ZONING RETIREMENT	3,510	270.00	1,755.00	0.00	1,755.00	50.00
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	51,178	3,951.85	26,336.49	0.00	24,841.51	51.46
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,700	220.85	760.58	0.00	939.42	44.74
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	59.90	420.67	0.00	1,329.33	24.04
TOTAL CONTRACTUAL SERVICES	4,450	280.75	1,181.25	0.00	3,268.75	26.54

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	0.00	1,137.86	0.00	362.14	75.86
TOTAL COMMODITIES	1,500	0.00	1,137.86	0.00	362.14	75.86
TOTAL ZONING	57,128	4,232.60	28,655.60	0.00	28,472.40	50.16
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	9,500	0.00	0.00	0.00	9,500.00	0.00
TOTAL CONTRACTUAL SERVICES	9,500	0.00	0.00	0.00	9,500.00	0.00
TOTAL ELECTION	9,500	0.00	0.00	0.00	9,500.00	0.00
DATA PROCESSING						
=====						
CONTRACTUAL SERVICES						
001-439-230-00 DATA PROCESSING	30,000	1,815.91	19,473.15	0.00	10,526.85	64.91
TOTAL CONTRACTUAL SERVICES	30,000	1,815.91	19,473.15	0.00	10,526.85	64.91
CAPITAL OUTLAY						
001-439-459-00 DATA PROCESSING CAPITAL O	39,000	0.00	188.34	0.00	38,811.66	0.48
TOTAL CAPITAL OUTLAY	39,000	0.00	188.34	0.00	38,811.66	0.48
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	69,000	1,815.91	19,661.49	0.00	49,338.51	28.49
CITY HALL						
=====						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	38,148	2,763.76	19,313.27	0.00	18,834.73	50.63
001-440-104-00 CITY HALL FICA	2,920	209.18	1,463.95	0.00	1,456.05	50.14
001-440-105-00 CITY HALL JANITOR INSURAN	1,953	5.23	81.38	0.00	1,871.62	4.17
001-440-106-00 GROUP RETIREMENT	3,435	248.74	1,738.21	0.00	1,696.79	50.60
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	46,456	3,226.91	22,596.81	0.00	23,859.19	48.64

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	19,000	1,189.12	9,173.35	0.00	9,826.65	48.28
001-440-216-00 CITY HALL MAINTENANCE & R	5,000	155.52	5,660.30	0.00	660.30)	113.21
001-440-226-00 CITY HALL INSURANCE & BON	1,500	73.09	496.18	0.00	1,003.82	33.08
TOTAL CONTRACTUAL SERVICES	25,500	1,417.73	15,329.83	0.00	10,170.17	60.12
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,000	0.00	271.43	0.00	728.57	27.14
TOTAL COMMODITIES	1,000	0.00	271.43	0.00	728.57	27.14
CAPITAL OUTLAY						
001-440-459-00 CITY HALL CAPITAL	13,800	0.00	6,033.55	0.00	7,766.45	43.72
TOTAL CAPITAL OUTLAY	13,800	0.00	6,033.55	0.00	7,766.45	43.72
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	86,756	4,644.64	44,231.62	0.00	42,524.38	50.98
MUN FINANCE CONTRIB						
=====						
SALARIES & BENEFITS						
001-444-000-00 TRANSF TO MUN FINANC STAB	0	0.00	0.00	0.00	0.00	0.00
001-444-000-01 CONTRIBUTION TO FLOOD CON	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
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	0	0.00	0.00	0.00	0.00	0.00
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

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	22,043	0.00	0.00	0.00	22,043.00	0.00
TOTAL CONTRIBUTIONS	22,043	0.00	0.00	0.00	22,043.00	0.00
TOTAL CONTINGENCY	22,043	0.00	0.00	0.00	22,043.00	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	957,788	68,144.87	467,533.66	0.00	490,254.34	48.81
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	73,270	5,172.55	35,556.86	0.00	37,713.14	48.53
001-700-105-00 POLICE DEPT. GROUP INSURA	117,000	8,714.58	71,926.02	0.00	45,073.98	61.48
001-700-106-00 POLICE DEPT. RETIREMENT	96,000	6,009.04	41,241.90	0.00	54,758.10	42.96
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	1,244,058	88,041.04	616,258.44	0.00	627,799.56	49.54
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	12,350	1,484.19	5,597.27	0.00	6,752.73	45.32
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	0.00	0.00	0.00	3,000.00	0.00
001-700-221-00 POLICE DEPT. TRAINING	20,000	84.35	6,035.35	0.00	13,964.65	30.18
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	0	0.00	0.00	0.00	0.00	0.00
001-700-226-00 POLICE DEPT. INSURANCE &	46,300	3,855.91	27,778.99	0.00	18,521.01	60.00
001-700-233-00 POLICE DEPT. CRIMINAL INV	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONTRACTUAL SERVICES	83,650	5,424.45	39,411.61	0.00	44,238.39	47.11
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	31,600	1,031.83	13,925.77	1,310.50	16,363.73	48.22
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	4,000	582.00	1,808.00	0.00	2,192.00	45.20

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-700-341-05 POLICE VIPS EXPENSES	11,900	0.00	1,260.86	11,975.96	(1,336.82)	111.23
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	37,000	2,106.54	15,725.88	0.00	21,274.12	42.50
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	316.00	1,952.54	0.00	6,047.46	24.41
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	92,500	4,036.37	34,673.05	13,286.46	44,540.49	51.85
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	216,456	8,395.42	93,937.31	80,311.78	42,206.91	80.50
TOTAL CAPITAL OUTLAY	216,456	8,395.42	93,937.31	80,311.78	42,206.91	80.50
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	1,636,664	105,897.28	784,280.41	93,598.24	758,785.35	53.64
FIRE						
=====						
SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	664,000	51,889.04	312,855.37	0.00	351,144.63	47.12
001-706-104-00 FIRE DEPT. FICA TAX	50,796	3,982.94	24,050.91	0.00	26,745.09	47.35
001-706-105-00 FIRE DEPT. GROUP INSURANC	80,000	6,043.14	50,875.83	0.00	29,124.17	63.59
001-706-106-00 FIRE DEPT. GROUP RETIREME	59,760	4,500.44	27,150.95	0.00	32,609.05	45.43
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	854,556	66,415.56	414,933.06	0.00	439,622.94	48.56
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	2,500	290.06	1,820.95	0.00	679.05	72.84
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	4,500	0.00	673.40	0.00	3,826.60	14.96
001-706-216-00 FIRE DEPT. MAINTENANCE	12,000	0.00	1,097.83	0.00	10,902.17	9.15
001-706-221-00 FIRE DEPT. TRAINING	37,500	0.00	13,145.00	0.00	24,355.00	35.05
001-706-226-00 FIRE DEPT. INSURANCE & BO	60,000	1,846.16	19,858.44	0.00	40,141.56	33.10
TOTAL CONTRACTUAL SERVICES	116,500	2,136.22	36,595.62	0.00	79,904.38	31.41

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	33,500	290.85	2,320.24	0.00	31,179.76	6.93
001-706-341-01 VOLUNTEER FIREFIGHTER EXP	15,000	0.00	0.00	9,773.28	5,226.72	65.16
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	47,000	1,381.80	29,887.13	0.00	17,112.87	63.59
001-706-345-00 FIRE DEPT. UNIFORMS	5,000	354.84	2,570.74	0.00	2,429.26	51.41
001-706-348-00 FIRE DEPT HAZARDOUS MAT R	500	71.03	128.87	0.00	371.13	25.77
TOTAL COMMODITIES	101,000	2,098.52	34,906.98	9,773.28	56,319.74	44.24
CAPITAL OUTLAY						
001-706-459-00 FIRE DEPT. CAPITAL OUTLAY	148,805	9,403.24	59,921.00	0.00	88,884.00	40.27
001-706-461-00 *****NEW FIRE FACILIT	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	148,805	9,403.24	59,921.00	0.00	88,884.00	40.27
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	1,220,861	80,053.54	546,356.66	9,773.28	664,731.06	45.55
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

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
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
TOTAL FIRE - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
STREET =====						
SALARIES & BENEFITS						
001-750-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	564,956	37,775.32	263,647.28	0.00	301,308.72	46.67
001-750-104-00 STREET DEPT. FICA TAX	43,220	2,885.53	20,145.51	0.00	23,074.49	46.61
001-750-105-00 STREET DEPT. GROUP INSURA	80,000	6,076.05	49,567.36	0.00	30,432.64	61.96
001-750-106-00 STREET DEPT. GROUP RETIRE	47,000	3,362.78	23,143.24	0.00	23,856.76	49.24
001-750-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	735,176	50,099.68	356,503.39	0.00	378,672.61	48.49
CONTRACTUAL SERVICES						
001-750-211-00 STREET DEPT. TELEPHONES	8,500	511.80	2,738.13	0.00	5,761.87	32.21
001-750-213-00 STREET DEPT. UTILITIES	20,000	1,257.53	8,890.68	0.00	11,109.32	44.45
001-750-215-00 CONTRIBUTION TO CPWB	200,000	0.00	50,000.00	0.00	150,000.00	25.00
001-750-226-00 STREET DEPT. INSURANCE &	50,000	2,833.24	21,410.26	0.00	28,589.74	42.82
TOTAL CONTRACTUAL SERVICES	278,500	4,602.57	83,039.07	0.00	195,460.93	29.82
COMMODITIES						
001-750-341-00 STREET DEPT. MAT & SUPPLI	121,600	6,861.36	55,481.06	0.00	66,118.94	45.63
001-750-343-00 STREET DEPT. AUTO SUPPLIE	50,000	8,093.72	28,976.04	0.00	21,023.96	57.95
001-750-345-00 STREET DEPT. UNIFORMS	6,800	514.61	2,351.83	0.00	4,448.17	34.59
001-750-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	178,400	15,469.69	86,808.93	0.00	91,591.07	48.66
CAPITAL OUTLAY						
001-750-458-00 WALK TRAIL	0	0.00	300.00	0.00 (300.00)	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 CITY PARK PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-05 STREET DEPT PROJECTS	160,450	0.00	19,436.63	0.00	141,013.37	12.11
001-750-458-06 PROJECTS STREET DEPT MISC	0	0.00	0.00	0.00	0.00	0.00
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	20,000	357.93	25,409.96	0.00 (5,409.96)	127.05
001-750-459-00 STREET DEPT. CAPITAL OUTL	139,200	9,165.59	82,292.14	0.00	56,907.86	59.12
001-750-459-22 PROPERTY PAYMENT MUDLICK	117,300	9,774.80	58,648.80	0.00	58,651.20	50.00
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	100,000	0.00	1,679.49	0.00	98,320.51	1.68
TOTAL CAPITAL OUTLAY	536,950	19,298.32	187,767.02	0.00	349,182.98	34.97

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
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
NON-OPERATING EXPENSES						
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
TOTAL STREET	1,729,026	89,470.26	714,118.41	0.00	1,014,907.59	41.30
STREET LIGHTS =====						
CONTRACTUAL SERVICES						
001-751-213-00 STREET LIGHTS	72,200	6,442.43	38,196.88	0.00	34,003.12	52.90
TOTAL CONTRACTUAL SERVICES	72,200	6,442.43	38,196.88	0.00	34,003.12	52.90
TOTAL STREET LIGHTS	72,200	6,442.43	38,196.88	0.00	34,003.12	52.90
TRAFFIC SIGNALS & SIGNS =====						
CONTRACTUAL SERVICES						
001-752-213-00 TRAFFIC SIGNALS POWER	3,500	327.69	2,713.97	0.00	786.03	77.54
001-752-230-00 SIGNS & SIGNALS	5,000	0.00	2,315.83	0.00	2,684.17	46.32
TOTAL CONTRACTUAL SERVICES	8,500	327.69	5,029.80	0.00	3,470.20	59.17
TOTAL TRAFFIC SIGNALS & SIGNS	8,500	327.69	5,029.80	0.00	3,470.20	59.17
SNOW REMOVAL =====						
COMMODITIES						
001-753-341-00 SNOW REMOVAL	20,000	0.00	8,881.56	0.00	11,118.44	44.41
TOTAL COMMODITIES	20,000	0.00	8,881.56	0.00	11,118.44	44.41
TOTAL SNOW REMOVAL	20,000	0.00	8,881.56	0.00	11,118.44	44.41

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
AIRPORT =====						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	20,000	0.00	20,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	20,000	0.00	20,000.00	0.00	0.00	100.00
TOTAL AIRPORT	20,000	0.00	20,000.00	0.00	0.00	100.00
PUBLIC TRANSIT =====						
CONTRIBUTIONS						
001-759-568-00 PUBLIC TRANSIT	15,000	0.00	7,500.00	0.00	7,500.00	50.00
TOTAL CONTRIBUTIONS	15,000	0.00	7,500.00	0.00	7,500.00	50.00
TOTAL PUBLIC TRANSIT	15,000	0.00	7,500.00	0.00	7,500.00	50.00
HEALTH DEPT =====						
CONTRIBUTIONS						
001-803-568-00 BUCKHANNON-UPSHUR HEALTH	5,000	0.00	2,500.00	0.00	2,500.00	50.00
TOTAL CONTRIBUTIONS	5,000	0.00	2,500.00	0.00	2,500.00	50.00
TOTAL HEALTH DEPT	5,000	0.00	2,500.00	0.00	2,500.00	50.00
STORM WATER =====						
COMMODITIES						
001-805-348-00 STORM WATER TO SANITARY	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL COMMODITIES	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL STORM WATER	100,000	0.00	50,000.00	0.00	50,000.00	50.00
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

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	36,000	5,895.76	24,245.45	0.00	11,754.55	67.35
TOTAL COMMODITIES	36,000	5,895.76	24,245.45	0.00	11,754.55	67.35
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	36,000	5,895.76	24,245.45	0.00	11,754.55	67.35
CVB 75% TO CVB =====						
CONTRACTUAL SERVICES						
001-901-235-00 HOTEL/MOTEL 70% PAID TO C	84,000	13,756.76	56,572.68	0.00	27,427.32	67.35
TOTAL CONTRACTUAL SERVICES	84,000	13,756.76	56,572.68	0.00	27,427.32	67.35
TOTAL CVB 75% TO CVB	84,000	13,756.76	56,572.68	0.00	27,427.32	67.35
ARTS & HUMANITIES =====						
SALARIES & BENEFITS						
001-906-101-00 CAC SALARIES	36,240	2,659.88	17,341.14	0.00	18,898.86	47.85
001-906-104-00 CAC FICA	2,775	203.47	1,326.61	0.00	1,448.39	47.81
001-906-105-00 CAC HEALTH INS	8,350	394.23	3,415.38	0.00	4,934.62	40.90
001-906-106-00 CAC RETIREMENT	3,262	239.39	1,560.71	0.00	1,701.29	47.85
TOTAL SALARIES & BENEFITS	50,627	3,496.97	23,643.84	0.00	26,983.16	46.70
CONTRACTUAL SERVICES						
001-906-213-00 CAC UTILITIES	7,000	746.36	4,420.46	0.00	2,579.54	63.15
001-906-216-00 THEATRE MAINTENANCE/UTILI	9,000	100.00	1,560.23	0.00	7,439.77	17.34
001-906-223-00 CAC PROFESSIONAL SERVICES	0	0.00	125.00	0.00 (125.00)	0.00
001-906-226-00 CAC INSURANCE & BONDS	2,000	184.06	2,087.30	0.00 (87.30)	104.37
TOTAL CONTRACTUAL SERVICES	18,000	1,030.42	8,192.99	0.00	9,807.01	45.52
COMMODITIES						
001-906-341-00 CAC SUPPLIES & EXPENSES	15,000	301.34	5,971.28	0.00	9,028.72	39.81
001-906-341-01 CAC BOOKINGS	4,000	0.00	1,685.00	0.00	2,315.00	42.13
TOTAL COMMODITIES	19,000	301.34	7,656.28	0.00	11,343.72	40.30
CAPITAL OUTLAY						
001-906-450-01 THEATRE BLDG	21,700	144.64	23,648.77	0.00 (1,948.77)	108.98
001-906-459-00 THEATRE CAPITAL	64,000	14,763.48	47,367.48	0.00	16,632.52	74.01
001-906-459-01 CULTURE ARTS GRANT (ADA T	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	85,700	14,908.12	71,016.25	0.00	14,683.75	82.87
TOTAL ARTS & HUMANITIES	173,327	19,736.85	110,509.36	0.00	62,817.64	63.76

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	160,000	13,298.00	108,597.55	0.00	51,402.45	67.87
001-907-103-00 CAMP BUCANNEER SALARIES	61,250	1,349.51	10,558.93	0.00	50,691.07	17.24
001-907-103-01 SYC BUS DRIVERS	0	0.00	0.00	0.00	0.00	0.00
001-907-104-00 FICA TAX	16,950	1,120.56	9,115.49	0.00	7,834.51	53.78
001-907-105-00 GROUP INSURANCE	39,500	2,653.91	20,847.05	0.00	18,652.95	52.78
001-907-106-00 GROUP RETIREMENT	14,400	788.40	5,167.15	0.00	9,232.85	35.88
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	292,100	19,210.38	154,286.17	0.00	137,813.83	52.82
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	3,600	284.80	1,652.19	0.00	1,947.81	45.89
001-907-213-00 UTILITIES	17,000	1,604.26	6,968.04	0.00	10,031.96	40.99
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	7,000	4,593.14	6,448.14	0.00	551.86	92.12
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	1,026.72	5,303.47	0.00	7,696.53	40.80
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	41,625	7,508.92	20,371.84	0.00	21,253.16	48.94
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	6,600	229.59	3,189.84	0.00	3,410.16	48.33
001-907-341-01 OPERATING EXPENSES	2,500	182.69	1,334.20	0.00	1,165.80	53.37
001-907-343-00 SYC AUTO SUPPLIES	3,500	438.08	2,339.56	0.00	1,160.44	66.84
001-907-354-00 DRILL TEAM	1,000	257.01	294.99	0.00	705.01	29.50
001-907-355-00 DANCE TEAM	0	0.00	0.00	0.00	0.00	0.00
001-907-356-00 YOUTH BASKETBALL	18,000	27.98	118.43	0.00	17,881.57	0.66
001-907-357-00 TUTORING	0	0.00	0.00	0.00	0.00	0.00
001-907-358-00 MISC. DANCE/PARTIES	100	0.00	0.00	0.00	100.00	0.00
001-907-359-00 ART/DRAMA PROGRAM	0	0.00	0.00	0.00	0.00	0.00
001-907-360-00 CAMP BUCANNEER SUPPLIES	4,500	0.00	1,915.03	0.00	2,584.97	42.56
001-907-361-00 AFTER SCHOOL SUPPLIES	6,000	1,052.93	6,700.52	0.00 (700.52)	111.68
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	2,000	176.00	1,192.00	0.00	808.00	59.60
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	500	92.00	510.40	0.00 (10.40)	102.08
001-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	0.00	0.00	0.00	2,000.00	0.00
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	46,700	2,456.28	17,594.97	0.00	29,105.03	37.68

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

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	1,300	0.00	2,211.65	0.00 (911.65)	170.13
001-907-458-02 SYCC BUILDING	216,000	0.00	0.00	0.00	216,000.00	0.00
001-907-459-00 CAPITAL OUTLAY	25,000	0.00	15,920.62	0.00	9,079.38	63.68
001-907-459-01 SYCC CAPITOL PROPERTY PUR	0	0.00	0.00	0.00	0.00	0.00
001-907-477-00 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	242,300	0.00	18,132.27	0.00	224,167.73	7.48
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	622,725	29,175.58	210,385.25	0.00	412,339.75	33.78
CONVENTION CENTER =====						
SALARIES & BENEFITS						
001-910-101-00 CONFERENCE CENTER SALARIE	30,000	0.00	383.75	0.00	29,616.25	1.28
001-910-104-00 FICA TAX	2,295	0.00	29.36	0.00	2,265.64	1.28
001-910-106-00 EVENT CENTER RETIREMENT	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL SALARIES & BENEFITS	33,295	0.00	413.11	0.00	32,881.89	1.24
CONTRACTUAL SERVICES						
001-910-213-00 UTILITIES-ADJUTANT GENERA	15,600	0.00	6,089.90	0.00	9,510.10	39.04
001-910-226-00 INSURANCE & BONDS	0	541.57	563.61	0.00 (563.61)	0.00
TOTAL CONTRACTUAL SERVICES	15,600	541.57	6,653.51	0.00	8,946.49	42.65
COMMODITIES						
001-910-341-00 EVENT CENTER SUPPLIES	0	556.64	2,108.94	0.00 (2,108.94)	0.00
TOTAL COMMODITIES	0	556.64	2,108.94	0.00 (2,108.94)	0.00
CAPITAL OUTLAY						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,250	3,351.00	23,457.00	0.00	16,793.00	58.28
TOTAL CAPITAL OUTLAY	40,250	3,351.00	23,457.00	0.00	16,793.00	58.28
TOTAL CONVENTION CENTER	89,145	4,449.21	32,632.56	0.00	56,512.44	36.61
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

001-GENERAL FUND

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PUBLIC SAFETY =====						
CONTRACTUAL SERVICES						
001-976-213-00 SAFETY COMPLEX UTILITIES	20,000	2,979.73	10,427.73	0.00	9,572.27	52.14
001-976-216-00 SAFETY COMPLEX MAINT	7,000	130.73	1,277.27	0.00	5,722.73	18.25
001-976-226-00 SAFETY COMPLEX INSURANCE	9,000	396.08	3,469.35	0.00	5,530.65	38.55
TOTAL CONTRACTUAL SERVICES	36,000	3,506.54	15,174.35	0.00	20,825.65	42.15
CAPITAL OUTLAY						
001-976-459-00 SAFETY COMPLEX CAPITAL IM	0	0.00	398.89	0.00	398.89)	0.00
001-976-459-01 PUBLIC SAFETY TRAINING FA	60,000	0.00	26,556.16	0.00	33,443.84	44.26
001-976-459-35 FEMA GRANT#2 GENERATOR EX	0	0.00	0.00	0.00	0.00	0.00
001-976-459-36 FEMA GRANT#1 GENERATOR EX	253,818	1,350.00	166,957.66	0.00	86,860.34	65.78
001-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	313,818	1,350.00	193,912.71	0.00	119,905.29	61.79
TOTAL PUBLIC SAFETY	349,818	4,856.54	209,087.06	0.00	140,730.94	59.77
TOTAL EXPENDITURES	7,067,396	396,260.54	3,239,069.00	103,607.09	3,724,719.91	47.30
REVENUE OVER/(UNDER) EXPENDITURES	(710,450)	(239,883.97)	22,793.93	(103,607.09)	(629,636.84)	11.37

Recorder Sanders expressed his condolences for the recent passing of Mrs. Hinkle’s mother.

C.3 Fire Chief – JB Kimble - Mayor Skinner recognized BFD Chief JB Kimble, who provided this report:

Buckhannon

Buckhamnon, WV

This report was generated on 1/2/2024 10:23:38 AM

Incident Count per ALL Actions Taken for Hour Range for Date Range

Start Time: 00:00 | End Time: 23:00 | Start Date: 01/01/2023 | End Date: 11/30/2023

ACTION TAKEN	# INCIDENTS	PERCENTAGE
11 - Extinguishment by fire service personnel	40	3.91%
16 - Control fire (wildland)	1	0.1%
21 - Search	1	0.1%
22 - Rescue, remove from harm	8	0.78%
23 - Extricate, disentangle	7	0.68%
30 - Emergency medical services, other	1	0.1%
31 - Provide first aid & check for injuries	3	0.29%
32 - Provide basic life support (BLS)	330	32.23%
33 - Provide advanced life support (ALS)	21	2.05%
41 - Identify, analyze hazardous materials	1	0.1%
42 - HazMat detection, monitoring, sampling, & analysis	1	0.1%
43 - Hazardous materials spill control and confinement	2	0.2%
44 - Hazardous materials leak control & containment	1	0.1%
45 - Remove hazard	3	0.29%
51 - Ventilate	12	1.17%
52 - Forcible entry	3	0.29%
54 - Determine if materials are non-hazardous	1	0.1%
55 - Establish safe area	5	0.49%
63 - Restore fire alarm system	9	0.88%
64 - Shut down system	1	0.1%
65 - Secure property	28	2.73%
66 - Remove water	1	0.1%
73 - Provide manpower	89	8.69%
74 - Provide apparatus	1	0.1%
75 - Provide equipment	1	0.1%
78 - Control traffic	140	13.67%
82 - Notify other agencies.	4	0.39%
84 - Refer to proper authority	12	1.17%
85 - Enforce codes	6	0.59%
86 - Investigate	167	16.31%
87 - Investigate fire out on arrival	11	1.07%
90 - Fill-in, standby, other	1	0.1%
92 - Standby	5	0.49%
93 - Cancelled en route	128	12.5%
TOTAL:	1045	

Buckhannon

Buckhamnon, WV

This report was generated on 1/2/2024 10:26:07 AM

Incident Count per ALL Actions Taken for Hour Range for Date Range

Start Time: 00:00 | End Time: 23:00 | Start Date: 01/01/2021 | End Date: 11/30/2021

ACTION TAKEN	# INCIDENTS	PERCENTAGE
10 - Fire control or extinguishment, other	12	1.02%
11 - Extinguishment by fire service personnel	38	3.24%
12 - Salvage & overhaul	3	0.26%
13 - Establish fire lines (wildfire)	3	0.26%
14 - Contain fire (wildland)	1	0.09%
22 - Rescue, remove from harm	15	1.28%
23 - Extricate, disentangle	7	0.6%
31 - Provide first aid & check for injuries	6	0.51%
32 - Provide basic life support (BLS)	416	35.43%
33 - Provide advanced life support (ALS)	4	0.34%
42 - HazMat detection, monitoring, sampling, & analysis	3	0.26%
43 - Hazardous materials spill control and confinement	1	0.09%
51 - Ventilate	3	0.26%
52 - Forcible entry	11	0.94%
53 - Evacuate area	1	0.09%
55 - Establish safe area	17	1.45%
62 - Restore sprinkler or fire protection system	1	0.09%
63 - Restore fire alarm system	20	1.7%
65 - Secure property	20	1.7%
66 - Remove water	1	0.09%
71 - Assist physically disabled	2	0.17%
72 - Assist animal	4	0.34%
73 - Provide manpower	63	5.37%
74 - Provide apparatus	1	0.09%
78 - Control traffic	198	16.87%
82 - Notify other agencies.	8	0.68%
83 - Provide information to public or media	1	0.09%
84 - Refer to proper authority	14	1.19%
85 - Enforce codes	1	0.09%
86 - Investigate	127	10.82%
87 - Investigate fire out on arrival	8	0.68%
92 - Standby	10	0.85%
93 - Cancelled en route	156	13.29%
TOTAL:	1176	

INCIDENT TYPE	SEP	OCT	NOV	TOTAL
False Alarm & False Call	13	8	5	67
Fire	3	5	2	47
Good Intent Call	24	18	27	210
Hazardous Condition (No Fire)	3	5	5	49
Overpressure Rupture, Explosion, Overheat(no fire)			1	7
Rescue & Emergency Medical Service Incident	57	57	53	638
Service Call	3	3	1	30
Total	103	96	94	1048

Incident Count per ALL Actions Taken for Hour Range for Date Range
Start Time: 00:00 | End Time: 23:00 | Start Date: 01/01/2022 | End Date: 11/30/2022

ACTION TAKEN	# INCIDENTS	PERCENTAGE
11 - Extinguishment by fire service personnel	51	4.56%
12 - Salvage & overhaul	7	0.63%
13 - Establish fire lines (wildfire)	1	0.09%
21 - Search	1	0.09%
22 - Rescue, remove from harm	14	1.25%
23 - Extricate, disentangle	14	1.25%
31 - Provide first aid & check for injuries	7	0.63%
32 - Provide basic life support (BLS)	297	26.54%
33 - Provide advanced life support (ALS)	124	11.08%
42 - HazMat detection, monitoring, sampling, & analysis	3	0.27%
44 - Hazardous materials leak control & containment	3	0.27%
45 - Remove hazard	7	0.63%
51 - Ventilate	2	0.18%
52 - Forcible entry	5	0.45%
55 - Establish safe area	7	0.63%
63 - Restore fire alarm system	13	1.16%
64 - Shut down system	5	0.45%
65 - Secure property	29	2.59%
71 - Assist physically disabled	1	0.09%
73 - Provide manpower	50	4.47%
74 - Provide apparatus	1	0.09%
76 - Provide water	1	0.09%
78 - Control traffic	166	14.83%
82 - Notify other agencies.	11	0.98%
84 - Refer to proper authority	8	0.71%
85 - Enforce codes	3	0.27%
86 - Investigate	122	10.9%
87 - Investigate fire out on arrival	2	0.18%
91 - Fill-in or moveup	2	0.18%
92 - Standby	7	0.63%
93 - Cancelled en route	157	14.03%
TOTAL:	1121	


Chief Kimble provided and overview of the upcoming Country Roads Fire Conference 2024. Firefighters from across the state and Southeast United States, will join local firefighters to continue honing their skills - both on and off the job - to better save lives and properties.

Without objection, ***F.5 Buckhannon Fire Department-Regional Peer Support Group Development*** was brought to the table for discussion and/or vote. Chief Kimble provided an overview and update of the program.



B1C-58 Soloff Drive – Hamilton, NJ 08610 – (877) 380-9911

FRC-P.O. Box 441 – Winchendon, MA 01475 -- (978) 833-2718



System Process

Phase I

Organizational Review and GAP Analysis

Delivery Time-Line: 1 to 2 months

This phase includes an in-depth analysis focusing on the organizational structure and management. This allows B1C to focus on current policies, procedures, programs, and plans in order to develop a mental health and wellness written program. Understanding the individual organization's structure will help pave a roadmap to peer support group development and service delivery improvement.

Phase I includes but is not limited to:

- Mission and vision statements from all agencies:
 - City of Buckhannon
 - City of Elkins
 - City of Weston
 - County of Upshur
 - Buckhannon Fire
 - Buckhannon Police
 - Banks Fire & Emergency Services
 - Elkins Fire
 - Weston Fire
- Policy structure, credibility, and utilization:
 - Buckhannon Fire
 - Buckhannon Police
 - Banks Fire & Emergency Services
 - Elkins Fire
 - Weston Fire
- Program structure and utilization.
 - Employee Assistance Program (EAP)
 - Health & Wellness Program (if applicable)
- Procedure suitability and alignment with other organizational documents.
 - Review of SOP/SOG
- Strategic Plan assessment and effectiveness.
 - Strategic Plan (short and long term goals)
- Organization's personnel and resource capabilities.
 - 3-year review of NFIRS (ERS report # 553)
 - Banks Fire & Emergency Services
 - Buckhannon Fire

Client

Buckhannon Fire Department

Attn: JB Kimble, Fire Chief

22 South Florida Street

Buckhannon, WV 26201

(304)613-1410

jb.kimble@buckhannonwv.org

Date

11/02/2023

Service Proposal

Battalion 1 Consultants (B1C) prides itself on a personalized approach to every project, and this approach is essential to meet the Buckhannon Fire Department’s objectives, personnel development, and service delivery to the community. The vision of the Buckhannon Fire Department is to develop a regional Peer Support group for multiple agencies and multiple jurisdictions.

B1C will collaborate with representatives from the Buckhannon Fire Department, Buckhannon Police Department, Weston Fire Department, Banks Fire & Emergency Services, and Elkins Fire Department to develop a Regional Peer Support Group. B1C commits to each organization through a detailed and systematic process known as Phases. In each phase, B1C identifies organizational strengths and weaknesses in order to structure the most effective mental health and wellness program.

B1C will assist each agency in the adoption of the program including strategic planning, program development and management, leadership development, and program evaluation. The phase approach combines written programs, leadership training, and the introduction of coaching tools.

A well-established mental health and wellness program requires tools to assist the personnel and the organization. Emergency Action Plans (EAP’s) and Critical Incident Stress Management (CISM) teams are post-incident tools that do not effectively address individuals, compile events or provide direct assistance (when needed). B1C has partnered with First Responder Coaching (FRC) to deliver the required tools to make real changes in the organization, to the personnel, and within their families.

- iii.

Elkins Fire

iv.

Weston Fire

b.

3-year review of police response (call types)

i.

Buckhannon Police

7. Workman's Compensation Policy for each organization

8. Community risk/hazard analysis related to service delivery capabilities.

a.

ISO report (last 2 reports if applicable)

9. Accreditation CPSE criterion report (if applicable)

a.

Buckhannon Police

i.

Human Resources

ii.

External Resources

iii.

Health & Safety programs

b.

Buckhannon Fire (in-progress)

10. Mutual Aid Agreements

a.

Participating members

b.

Identify non-participating organizations

11. Labor Organization (if applicable)

a.

Organizational structure

b.

Contract

12. Critical Incident Stress Management (CISM) or Critical Incident Stress Debriefing (CISD)

a.

Organizational structure

b.

Contact information

13. Customized surveys and interviews that allow personnel to understand B1C as we begin to know more about the organization.

a.

Additional interviews may be necessary with other County and Township officials.

b.

Additional interviews (voluntary only) with organizational personnel.

14. FRC - Three county members enrolled in the 12-week Coach Certification Class

a.

Upshur County

b.

Randolph County

c.

Lewis County

15. FRC – Three county members enrolled in the 6-week Coach Approach to Peer Support Class.

a.

Upshur County

b.

Randolph County

c.

Lewis County

Phase II

Regional Mental Health & Wellness Program Development, Peer Support Group Development, & Organizational Improvement

Delivery Time-Line: 2 to 9 months

The development and delivery of essential organizational tasks and leadership skills across multiple departments and agencies. Phase II includes in-depth coordination to develop the structure of Peer Support Groups, organizational strategic plans, training in leadership skills, and Mental Health and Wellness program development.

1.

Recommend policy development or revisions that provide clarity and proper utilization.

a.

Buckhannon Fire

b.

Buckhannon Police

c.

Banks Fire & Emergency Services

d.

Elkins Fire

e.

Weston Fire

2. Develop a Regional Peer Support Group Program

a.

Establish key personnel with roles and responsibilities

b.

Provide resources to include but not limited to:

i.

National Fire Protection Association (NFPA)

ii.

National Volunteer Fire Council (NVFC)

iii.

National Fallen Firefighters Foundation (NFFF)

c.

Implement recordkeeping of PSG meetings, strategic plans, etc. (NO personal information)

3. Develop procedures for a Regional Peer Support Group (PSG)

a.

Structure reporting and utilization of the group

b.

Assist the organizations with the purpose of PSG

4. Deliver micro-training sessions that assist in managing the program(s).

a.

Six - 30 minute micro-training sessions

b.

Focus on Organizational utilization of the PSG.

5. Develop Strategic Plans and establish "goal setting" techniques with the organizational leaders.

a.

Improve the concept and utilization of the PSG

b.

Strengthen a "Legacy" approach to continue long-term success

6. Deliver Leadership training that bridges essential skills that strengthen the PSG

a.

20-personnel (combination of personnel from all organizations)

i.

PSG - 10 personnel

ii.

Buckhannon FD - 2

iii.

Buckhannon PD - 2

iv.

Banks F&ES - 2

v.

Elkins FD - 2

vi.

Weston FD - 2

b.

Leadership training will be blended into 2 components

Phase I Proposal

Organizational Review and GAP Analysis	
Projected Start Date:	November 1st, 2023
Projected End Date:	January 1st, 2024
Proposed Cost as Phase I only:	\$19,850
** First Responder Coaching Cost:	\$22,500 [Invoiced separately from Battalion 1 Consultants]

Item Numbers	Description of Services
1	Mission & Vision Statement
2	Policy Structure, Credibility, and Utilization
3	Program Structure & Utilization
4	Procedure Suitability and Alignment with other Organizational Documents
5	Strategic Plan Assessment and Effectiveness
6	Organization's Personnel and Resource Capabilities
7	Workmen's Compensation Policy for each organization
8	Community Risk/Hazard Analysis Related to Service Delivery Capabilities
9	Accreditation CPSE Criterion Report (if applicable)
10	Mutual Aid Agreements
11	Labor Organizations (if applicable)
12	CISM/CISD
13	Customized Surveys and Interviews
14	** FRC - Three county members enrolled in the 12-week Coach Certification Class
15	** FRC – Three county members enrolled in the 6-week Coach Approach to Peer Support Class.

i.

Component # 1

1.

In-person training sessions with course materials

2.

Two instructors

3.

8 hours of in-person delivery with breakout sessions that allow small group sessions/activities.

4.

Aligned with John Maxwell Leadership

ii.

Component # 2

1.

21 Week Leadership Certification Program for 20 people

2.

Group sessions online with a certified John Maxwell Instructor

3.

Reinforce Leadership skills

4.

Course completion - personnel will receive certificates.

7. Team building and mentoring (optional).

a.

Ten - 1 on 1 sessions (30 minutes each - online)

8. FRC – Regional Organization Coaching Package

a.

Stress and Well Being Assessment

b.

30-minute 1 on 1 Coaching

c.

Up to 50 participants (2 units of 25 sessions)

Phase II Proposal

Regional Mental Health & Wellness Program Development, Peer Support Group Development, & Organizational Improvement

Projected Start Date: January 1st, 2024

Projected End Date: September 1st, 2024

Proposed Cost as Phase I only: \$26,500

* Team Building & Mentoring is an additional fee

** First Responder Coaching Cost: \$3,000 [Invoiced separately from Battalion 1 Consultants]

Item Numbers	Description of Services
1	Recommend Policy Development or Revisions
2	Develop a Regional Peer Support Group Program
3	Develop Procedures for a Regional Peer Support Group (PSG)
4	Deliver Micro-Training Sessions for Program Management
5	Develop Strategic Plans (Goal Setting)
6	Deliver Leadership Training (Certification Program)
7	* Team Building & Mentoring
8	** FRC – Regional Organization Package

Phase III Proposal

Regional Peer Support Group & Organizational Evaluation & Maintenance

Projected Start Date: September 1st, 2024

Projected End Date: September 1st, 2025

Proposed Cost as Phase III only: \$16,500

Item Numbers	Description of Services
1	Review of Analytical Data
2	Customized Surveys and Interviews with the PSG and Organizations
3	Small Corrective Micro-Training Sessions
4	Review of Strategic Plan and Organizational Goals
5	Quality Assurance and Quality Improvement Program Assistance (QA/QI)
6	Team Building Sessions

Phase III

Regional Peer Support Group & Organizational Evaluation & Maintenance

Delivery Time-Line: 1 year after Phase II

Phase III focuses on the maintenance of the program through evaluations and interviews. B1C strongly believes organizations require "routine maintenance" to maintain operational readiness and sustainability. It is our goal to keep the organization on track through personnel changes and/or departmental change. It is through this type of in-depth approach that programs continue to succeed, and B1C is committed to the safety and success of all departments and agencies within this proposal.

The Phase III approach includes the following:

1. A review of analytical data that identifies specific indicators and trends.
 - a. Review of NFIRS and law enforcement responses (focused on types of calls and specific trends and triggers).
 - b. Course of actions (COA's) are provided in real time to make corrections without long-term impacts.
2. Customized surveys and interviews are coordinated with the organizations.
3. Small corrective micro-training sessions.
 - a. 4 - Micro-training sessions around quarterly meetings.
4. A review of the strategic plan and the organization's goals.
 - a. Goals may require small adjustments based on both internal and external factors (staffing, budgets, etc.)
5. Quality Assurance and Quality Improvement program assistance (QA/QI).
 - a. Coordinated on a quarterly basis with the PSG and organizations. Provides full engagement and awareness of the service delivery.
6. Team Building Session
 - a. One 8-hour session in person.
 - b. Reinforce both the PSG and organizations.
 - c. Additional team building sessions are available.

Proposal Summary

Battalion 1 Consultants, LLC is providing this cost breakdown as a bundle, which includes all of the above services across the five departments and agencies mentioned herein. B1C understands that a community approach is necessary for program development and success. Thus, B1C provides an in-depth review and analysis, program development, and leadership training, along with routine maintenance to ensure the sustainability of the program as well as the continuity of service delivery to the community.

Projected Start Date: November 1st, 2023

Projected End Date: September 1st, 2025

Proposed Bundle Cost B1C: \$48,500

Proposed Cost FRC: \$25,500

PHASE	Description of Services	Individual Phase Costs	Bundle Costs	Savings
1	B1C - Organizational Review and Gap Analysis	\$19,850	\$13,500	\$6,350
2	B1C - Regional Mental Health & Wellness Program Development & Organizational Improvement	\$26,500	\$21,000	\$5,500
3	B1C - Regional Peer Support Group & Organizational Evaluation & Maintenance	\$16,500	\$14,000	\$2,500
4	FRC – CCC & CAPS Training and Regional Organization Coaching Package	\$26,600	\$25,500	\$110
XXXXX	TOTALS	\$89,450	\$74,000	\$14,460

Payment Options

Battalion 1 Consultants and First Responder Coaching understand budgetary needs and processing. Therefore, we work with all clients to structure a payment plan schedule that fits the organization. Please do not hesitate to contact us with any questions or concerns regarding the structure of payments. All payment arrangements will be agreed upon within the contract prior to the start of service.

Prepared by:

Paul Wind, CEO of Battalion 1 Consultants

Jennifer Anderson, CEO of First Responder Coaching

Signed: _____ Date: _____

Privacy Statement

**** NOTE:** At no time will Battalion 1 Consultants or its subsidiaries share data from the client(s), or any other entity represented in the initial consultation. All information obtained during the process will be in confidence and not shared without express written consent by the Fire Chief or their designee. Battalion 1 Consultants does not guarantee any agency or its affiliates its accreditation or explicit insurance ratings. Battalion 1 Consultants holds our actions in good faith to review all requested documents related to the services rendered by the agencies noted above and provide an initial report. The agency is responsible for providing all requested information related to their respective departments and agencies. ******

Motion to approve the participation of the Buckhannon Fire Department in the Regional Peer Support Group Development was made by McCauley/Thomas. Discussion took place regarding grants and funding that will cover most, if not all, of the costs. Motion carried.

C.4 City Attorney- Tom O'Neill: Mayor Skinner recognized City Attorney, Tom O'Neill who provided the following report:

Mr. O'Neill announced that he is working on an annexation proposal form St. Joseph's Hospital – WVU Medicine concerning 5 properties. A Q&A took place.

D. Correspondence & Information: – The Mayor reviewed the following with Council:
D.1 Notice of Special Joint Working Session of the Buckhannon Planning Commission & City Council on 01/11/24 7pm to discuss Future Collaboration regarding Planning Priorities

E. Consent Agenda - Mayor Skinner presented an overview of the following agenda items to Council and asked for action:

E.1 Approval of Minutes -Regular Meeting 12/07/23 & 12/21/23 – As provided to Council
E.3 Approval of Payment of the Bills – As presented in the meeting packet:

DECEMBER 22-31-2023 GENERAL FUND PAYMENT OF BILLS

\$2,598.26– VALLEY STEEL – STEEL & ANGLE FOR STAIRS AT 64 E MAIN ST JOHN MOSS PROPERTY

\$3,292.00 – CORRIDOR H TIRE – TIRES FOR S-15 & S-11

\$4,500.00 – FINAL GRADE EXCAVATION – BUILT NEW SIDEWALK AT SYCC GYM

01-02-2024 02:29 PM		DISBURSEMENTS 12-22-23 to 12-31-23			PAGE: 1	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
MAYOR'S OFFICE	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	65.79	
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	64.39	
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	18.01	
	WALMART STORES INC -BUCKHANN	409-341-00	MAYOR'S SUPPLIES & M	CLEANING SPPLS CITY HALL	39.57	
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	92.40	
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	21.61	
	FP FINANCE PROGRAM	409-218-00	MAYOR'S POSTAGE	DEC 2023 MAILER & INSRTR P	94.30	
	ROBERT SKINNER III	409-214-00	MAYOR'S TRAVEL	REIMB ROOM- STHRN MAYORS C	183.14	
	FRONTIER	409-211-00	MAYOR'S TELEPHONE	472-1651-101515-4 CITY HAL	75.06	
		409-211-00	MAYOR'S TELEPHONE	304-003-2273-060600-4	24.17	
	GRAY, GRIFFITH & MAYS CPA	409-223-00	PROFESSIONAL SERVICE	REVISIONS SYC FEASIBILITY	1,900.00	
				TOTAL:	2,578.44	
	COUNCIL	WESTFIELD INSURANCE	410-226-00	COUNCIL INSURANCE (P 10-1-23 TO 10-1-24 QTRLY P		256.27
		WV PUBLIC EMPLOYEES RETIREME	410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	18.00
		THOMAS J O'NEILL	410-223-00	PROFESSIONAL (LEGAL)	JAN 2024 CONTRACT ATTORNEY	1,250.00
INTERNAL REVENUE SERVICE		410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	62.00	
		410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	14.50	
JOHN M SLAUGHTER II		410-460-00	CAT CONTROL EXPENSE	NOV 2023 CATS TRAPPED (3)	60.00	
TRAVELERS INSURANCE		410-226-00	COUNCIL INSURANCE (P	INS PREMIUM AUTO LIAB DEC	388.79	

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			12/22/2023 - 12/31/2023	400.00
				TOTAL:	2,449.56
RECORDER	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	17.29
	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
				TOTAL:	55.54
TREASURER	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	28.19
		413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	28.19
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	19.42
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.54
				TOTAL:	80.34
COURT	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
				TOTAL:	47.81
CITY ENGINEER	WV PUBLIC EMPLOYEES RETIREME	420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	74.10
		420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	74.10
	INTERNAL REVENUE SERVICE	420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	51.51
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	12.05
				TOTAL:	211.76
ZONING	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	NOV 2023 ZONING ENF MILEAG	83.19
		437-214-00	TRAVEL EXPENSE	OCT 2023 ZONING ENF MILEAG	137.66
	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	135.00
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	135.00
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	93.00
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	21.75
				TOTAL:	605.60
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110 088 782 062 70 E MAIN	1,053.42
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	DEC 2023 CITY HALL PEST CN	33.00
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	126.60
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	122.14
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	86.30
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	20.18
				TOTAL:	1,441.64
POLICE	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,892.48
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	2,008.88
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,001.42
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,106.26
	ST JOSEPH HOSPITAL OF BUCKHA	700-341-00	POLICE DEPT. MAT & S	LAB RESULTS MARSHALL OCONN	56.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,017.75
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	471.88
	10-42 TACTICAL LLC	700-345-00	POLICE DEPT. UNIFORM	POLICE NAME TAPES	316.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	133.42
		700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	0.00
	FLYERS ENERGY LLC	700-343-00	POLICE DEPT. AUTO SU	NOV 2023 POLICE FUEL BILL	2,073.79
	TRAVELERS INSURANCE	700-226-00	POLICE DEPT. INSURAN	INS PREMIUM AUTO LIAB DEC	2,569.40

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			12/22/2023 - 12/31/2023	2,344.80
				TOTAL:	15,992.08
FIRE	JP MORGAN EQUIPMENT FINANCE	706-459-00	FIRE DEPT. CAPITAL O	JAN 2024 FIRE TRK PYMT	3,678.20
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	DEC 2023 FIRE PEST CONTROL	42.00
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	833.52
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	783.77
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,431.73
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,451.42
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,630.25
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	381.26
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	99.78
	FLYERS ENERGY LLC	706-343-00	FIRE DEPT. AUTO SUPP	NOV 2023 FIRE FUEL BILL	1,111.17
	TRAVELERS INSURANCE	706-226-00	FIRE DEPT. INSURANCE	INS PREMIUM AUTO LIAB DEC	719.45
				TOTAL:	12,162.55
STREET	COLE TRUCK PARTS INC	750-343-00	STREET DEPT. AUTO SU	TRACTOR PRO VALVE S-19	201.20
		750-343-00	STREET DEPT. AUTO SU	STARTER FOR S-8 parts <i>stairs</i>	320.36
	VALLEY STEEL SERVICE	750-341-00	STREET DEPT. MAT & S	STEEL FOR stairs <i>stairs</i> 64 EMAIN	2,500.98
		750-341-00	STREET DEPT. MAT & S	ANGLE FOR STAIRS	97.28
	RITE-WAY HEATING & PLUMBING	750-341-00	STREET DEPT. MAT & S	CONTROL BOARD FOR FURNACE	251.55
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	BULK BATTERY CABLE S-10	115.11
		750-343-00	STREET DEPT. AUTO SU	ALUM BRIGHT FOR S-10	83.96
		750-343-00	STREET DEPT. AUTO SU	FUEL TANK REPAIR KIT	31.48
	INTER MOUNTAIN	750-458-08	GATEWAY WEST GRANT E	LGL AD AMALIA DR ST LIGHT	170.08
	LOWES BUSINESS ACCOUNTS	750-341-00	STREET DEPT. MAT & S	RECPT & COVERS	122.10
		750-341-00	STREET DEPT. MAT & S	HOT WATER HEATER	690.58
		750-341-00	STREET DEPT. MAT & S	CLEANING SUPPLIES	95.73
		750-343-00	STREET DEPT. AUTO SU	2X12X16 BOARD FOR S-8	23.47
		750-341-00	STREET DEPT. MAT & S	GFI RECPT & COVERS	251.88
		750-341-00	STREET DEPT. MAT & S	HOSE & VENT FOR HW HEATER	42.99
	CENTRAL SUPPLY CO	750-341-00	STREET DEPT. MAT & S	LAVA ROCK FOR BARRELS	353.10
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	JAN 2024 CONCRETE TRK PYMT	2,676.74
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,244.25
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,280.50
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	401.63
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	428.40
	CITIZENS BANK OF WV	750-459-00	STREET DEPT. CAPITAL	JAN 2024 ST DEPT EXCAVATOR	2,736.13
	CRITES ELECTRICAL SUPPLY INC	750-341-00	STREET DEPT. MAT & S	40A CONT- OFFICE FURNACE	19.58
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,132.02
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	264.76
	CORRIDOR H TIRE INC	750-343-00	STREET DEPT. AUTO SU	TIRES FOR S-15	1,644.00
		750-343-00	STREET DEPT. AUTO SU	TIRES FOR S-11	1,648.00
	WORLD FUEL SERVICES, INC.	750-343-00	STREET DEPT. AUTO SU	HYD OIL FOR S-1	94.60
	FREEDOM AG & ENGERY COOPERAT	750-341-00	STREET DEPT. MAT & S	PROPANE REFILL TANKS	96.04
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	99.31
	FLYERS ENERGY LLC	750-343-00	STREET DEPT. AUTO SU	NOV 2023 STREET FUEL BILL	2,092.35
	TRAVELERS INSURANCE	750-226-00	STREET DEPT. INSURAN	INS PREMIUM AUTO LIAB DEC	1,837.23
	**PAYROLL EXPENSES			12/22/2023 - 12/31/2023	3,200.00
				TOTAL:	26,255.39
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 088 782 484 E MAIN ST	141.74
		751-213-00	STREET LIGHTS	110 100 156 733 107 E MAIN	167.34
		751-213-00	STREET LIGHTS	110 158 087 939 MAIN ST CA	7.47

01-02-2024 02:29 PM		DISBURSEMENTS 12-22-23 to 12-31-23				PAGE: 4	
FUND: GENERAL FUND							
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT		
		751-213-00	STREET LIGHTS	110 160 309 701 31 S KANAW	26.26		
				TOTAL:	342.81		
TRAFFIC SIGNALS & SIGN MON POWER		752-213-00	TRAFFIC SIGNALS POWE	110 087 174 485 S KANAWHA	29.18		
		752-213-00	TRAFFIC SIGNALS POWE	110 088 235 830 REGER ST	53.35		
				TOTAL:	82.53		
ARTS-THEATRE	WESTFIELD INSURANCE	906-226-00	CAC INSURANCE & BOND	10-1-23 TO 10-1-24 QTRLY P	180.65		
	DODSON BROS EXTERMINATING CO	906-216-00	THEATRE MAINTENANCE/	DEC 2023 PEST CONTROL CAC	100.00		
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	120.25		
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	119.14		
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	82.84		
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	19.37		
	FRONTIER	906-450-01	THEATRE BLDG	472-1651-101515-4 CITY HAL	0.00		
		906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	0.00		
				TOTAL:	622.25		
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 084 592 119 SYC	608.42		
		907-213-00	UTILITIES	110 084 767 208 79 E MAIN	9.70		
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	800.06		
	WESTFIELD INSURANCE	907-226-00	INSURANCE & BONDS	10-1-23 TO 10-1-24 QTRLY P	552.49		
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	205.20		
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	221.40		
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	181.53		
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	180.27		
	ST JOSEPH HOSPITAL OF BUCKHA	907-341-00	MATERIALS & SUPPLIES	LAB RESULTS JOSI FIX	56.00		
		907-341-00	MATERIALS & SUPPLIES	LAB RESULTS QUINTON PAYTON	56.00		
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	31.53		
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	83.30		
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	70.50		
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	493.26		
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	115.35		
	LUKE BROCKLEMAN DBA FINAL GR	907-216-00	MAINTENANCE	BUILT NEW SIDEWALK AT GYM	4,500.00		
	FRONTIER	907-211-00	TELEPHONES	473-0145-042701-4 SYC	245.95		
	FLYERS ENERGY LLC	907-343-00	SYC AUTO SUPPLIES	NOV 2023 SYC FUEL BILL	408.10		
	TRAVELERS INSURANCE	907-226-00	INSURANCE & BONDS	INS PREMIUM AUTO LIAB DEC	334.13		
	**PAYROLL EXPENSES			12/22/2023 - 12/31/2023	1,008.57		
				TOTAL:	10,161.76		
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER JAN 2024	3,351.00		
	WESTFIELD INSURANCE	910-226-00	INSURANCE & BONDS	10-1-23 TO 10-1-24 QTRLY P	538.16		
	MY BUCKHANNON	910-341-00	EVENT CENTER SUPPLIE	HIRING EVENT CNTR MANAGER	418.00		
				TOTAL:	4,307.16		
PUBLIC SAFETY	MON POWER	976-213-00	SAFETY COMPLEX UTILI	110 088 783 078 22 S FLORI	1,020.06		
	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	777.78		
	WESTFIELD INSURANCE	976-226-00	SAFETY COMPLEX INSUR	10-1-23 TO 10-1-24 QTRLY P	396.08		
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	DEC 2023 PEST CONTROL	47.00		
	DIEFFENBAUCH & HRITZ, LLC	976-459-36	FEMA GRANT#1 GENERAT	FINAL CONSTRUCTION EC'S	1,350.00		
				TOTAL:	3,590.92		

Motion to approve items E.1 and E.3 of the Consent Agenda as presented was made by Bucklew/Reger. Motion carried.

E.2 Approval of Building and Wiring Permits – As presented in the meeting packet:



Permit Fee Report #76081- #76087
12/21/2023 - 01/03/2024

Perm it #	Applican t Name	Applica nt Address	Primary Contractor	Descripti on	Project Cost	Fee Amoun t	Electrica l Property Type	Asbestos Inspecti on	Zoning Approv al Date	Histori c Propert y	Flood d Zon e Area	Flood Zone / Elevati on Certifica te	FEMA Accesso ry Use
Group: Commercial Electrical Fee													
76084	COLONIAL WV LLC	13 N LOCUST ST APT 103	LET THERE BE LIGHT, LLC	NEW METER WO 768620920	1,000.00	100.00	A Commercial Property	No		No	Zone X	No	No
76085	COLONIAL WV LLC	13 N LOCUST ST APT 102	LET THERE BE LIGHT, LLC	NEW METER WO 768620921	1,000.00	100.00	A Commercial Property	No		No	Zone X	No	No
76086	COLONIAL WV LLC	13 N LOCUST APT 212	LET THERE BE LIGHT, LLC	NEW METER WO 768620918	1,000.00	100.00	A Commercial Property	No		No	Zone X	No	No
					3,000.00	300.00							
Group Total: 3													
Group: Commercial-Industrial (nonresidential)													
76087	Tim Hibbs	13 S Florida St	SUPERIOR ENVIRONMENTAL/ASBES TOS	Re-Roof Shingles	19,200.00	163.20		Yes -If yes attach report		Yes	Zone AE	Yes -If yes attach report	
					19,200.00	163.20							
Group Total: 1													
Group: Residential (non-commercial)													
76083	STEPHANIE OCHELTR EE	128 BARBOUR ST	DOUBLE A CONSTRUCTION	INSTALL NEW KITCHEN	15,000.00	165.00		No		No	N/A	No	No
76081	TIMOTHY BEAN	28 COLLEGE AVE	ULTIMATE ROOFING WV LLC	REROOF	10,000.00	110.00		Yes -If yes attach report		Yes	N/A	No	No
					25,000.00	275.00							

Group Total: 2

Group: Residential Electrical Fee

76082	BENJAMIN LEIGH	199 CAMDEN AVE	TWISTED WIRE	REPLACING OUTLETS & GFI UNITS IN KITCHEN	2,600.00	100.00	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
					2,600.00	100.00							

Group Total: 1

					49,800.00	838.20							
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Motion to approve the Building and Wiring Permits was made by Sanders/Thomas. Motion carried with Mr. Reger abstaining due to a conflict of interest.

F. Strategic Issues for Discussion and/or Vote.
F.1 Approval to Accept Bid Opening Results- Gateway West Phase II Street Light Pole Assemblies & Globes – Mayor Skinner provided an overview of the item noting that Capital Electric was the low bidder with a bid of \$12,251.00.

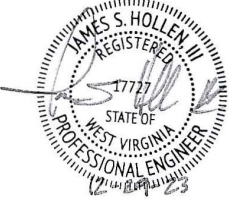
City of Buckhannon Consolidated Public Works Board
Gateway West Phase II Transportation Alternatives Program Project
Contract No. 1 - Light Pole Assemblies and Globes

Bid Opening Sign-In and Results Sheet - December 28, 2023 at 1:00 PM EST

Name	Company	Email Address	Contact Phone Number	Bid Bond Included (Y/N)	Base Bid Amount
Jay Hollen	City of Buckhannon, WV	jay.hollen@buckhannonwv.org	304-472-1651, x1006		
Amby Jenkins	City of Buckhannon, WV	amby.jenkins@buckhannonwv.org	304-472-1651, x1016		
	Capital Electric Supply Cumberland, MD			N/A	\$12,251.00

Note: No Bid Bond was required for this Project since the Light Pole Assemblies and Globes were being supplied by, and not being installed by, the Bidders.

Upon review of the received bid for compliance with the Bid Package, Drawings and Project Specifications, the Apparent Low Bidder is Capital Electric Supply with a Base Bid of \$12,251.00



Motion to approve the low bid of \$12,251.00 from Capital Electric for the Gateway West Phase II Street Light Pole Assemblies & Globes was made by Sanders/Reger. Motion carried.

F.2 Approval Resolution 2024-01 Participation in WV Board of Treasury Investments – This item was not ready for presentation to Council.

Motion to table the approval of Resolution 2024-01 participation in WV Board of Treasury Investments was made by Thomas/McCauley. Motion carried

F.3 Authorization to open a separate bank account to receive and disburse Opioid Settlement Funds as required by WV State Auditor’s Office – Mayor Skinner provided an overview of this item.

Motion to approve the opening of a separate bank account to receive and disburse Opioid Settlement Funds as required by WV State Auditor’s Office was made by Thomas/Sanders. Motion carried.

F.4 Approval Resolution 2024-02 General Fund Budget Revision #3 FY 2023/2024 – This item was not ready for presentation to Council.

Motion to table the approval of Resolution 2024-02 General Fund Budget Revision #3 FY 2023/2024 was made by Bucklew/Reger. Motion carried

F.5 Buckhannon Fire Department-Regional Peer Support Group Development – Action was taken earlier in the meeting.

F.6 Approval for use of third-party vendor registered with the State of WV ABC Commission to serve alcohol during specific activities at the Colonial Arts Center – Mayor Skinner provided an overview of this item noting that the Council had approved a trial program which had been completed with no issues. The Board of Directors of the Colonial Arts Center will be the body determining for which events that this option would be appropriate. Discussion took place among the Council Members.

Motion to approve the use of third-party vendor registered with the State of WV ABC Commission to serve alcohol during specific activities at the Colonial Arts Center was made by McCauley/Bucklew. Motion carried.

G. Comments and Announcements

G.1 Pamela Bucklew: Mrs. Bucklew wished everyone a Happy New Year. She also announced that she would be holding a Buckhannon Decorations Committee meeting to discuss new seasonal decorating ideas on January 23, 2024 at 6:00 pm in Council Chambers at City Hall. All interested parties are invited to attend.

G.2 David McCauley: Mr. McCauley wished everyone a Happy New Year. He feels it will be an exciting year in Buckhannon. He looks forward to breaking ground on the new SYCC multi-purpose building and the continued success of the CAC.

G.3 Jack Reger: Mr. Reger wished everyone a Happy New Year. He is encouraged with the involvement of the Peer Support Group Development for the First Responders and feels it will very beneficial.

G.4 Dave Thomas: Mr. Thomas wished everyone a Happy New Year. He is looking forward to next year with several big things for the City. He reminded all that now was the time to register for the City offices. He wished CJ Rylands the very best.

G.5 CJ Rylands: Mr. Rylands was not in attendance.

G.6 Randall Sanders: Mr. Sanders wished everyone a Happy New Year. He thanked Dr. Reed for attending this evening and participating in so many activities in the area.

H. Mayor’s Comments and Announcements: Mayor Skinner also wished everyone a Happy New Year and recognized Dr. Reed for his many contributions. He thanked Rodney Irvin and Channel 3 for covering the meetings and assisting with most all of the community activities with sound and broadcast coverage.

I. Adjournment

At 7:58 PM, a motion to adjourn from the regular meeting was made by Mr. Thomas.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____