

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

A regular meeting of the Buckhannon City Council was held on Thursday, May 4, 2023, 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	Absent
Council Member	David McCauley	Present
Council Member	Jack Reger	Present
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
BFD Captain	Brian Elmore	Present
Director of Public Works	Jerry Arnold	Present
Channel 3	Rodney Irvin	Present
Record Delta	Steven Santilli	Present
MyBuckhannon.com	Katie Kuba	Present
Note Taker	Alice Teets	Present

Guests: Lauren Frederick, Continuum of Care Director, WV Coalition to End Homelessness by GTM; Kathy McMurray, Executive Director, Mountain CAP of WV Inc.; Heather Schneider; Lynn Linger; Ron Pugh.

*City Council of Buckhannon – 7:00 pm in Council Chambers  
Meeting Agenda for Thursday, May 4, 2023*

Channel 3 is Live Streaming our City Council Meetings at <https://www.facebook.com/ch3buckhannon/> Send public comments via email to [buckhannon@buckhannonwv.org](mailto:buckhannon@buckhannonwv.org) or drop them in the mail, or drop box behind City Hall. You may join the meeting from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/443910693> Or by dialing in using your phone: United States: +1 (571) 317-3112 Access Code: 443-910-693

- 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 Lauren Frederick, Continuum of Care Director, WV Coalition to End Homelessness & Kathy McMurray, Executive Director, Mountain CAP of WV Inc. - Presentation “ Build for Zero”
- 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 Public Hearing-Cable Television Franchise Renewal Agreement-Cequel III Communications II, LLC dba OPTIMUM at City Hall in Council Chamber on Monday, May 22, 2023 at 6PM
  - D.2 Reschedule City Council Meeting Date of May 18 for Tuesday, May 16, 2023 at 7pm due to conflict with the West Virginia Strawberry Festival Events
  - D.3 West Virginia Strawberry Festival Horse and Carriage Parade has been Postponed
  - D.4 Notification to Residents/Businesses Located along the Parade Route & Lineup Staging Areas
  - D.5 Parks & Recreation Advisory Board-Approval by CPWB:
    - ❖ Placement of Signage At All City Parks including the Poundstone River Walk Trail & - Park Closed Sunset to Sunrise
    - ❖ Closure of the Harley Brown Rotary Park located at 196 S Florida Street/Corner of Wood Street
  - D.6 Placement of Historic Districts Signage:
    - Replace Existing Directional Signage 33W Off Ramp onto Rt 20
    - Replace Existing “Main Street” Directional Signage 33E Off Ramp onto Old Weston Road
    - ❖ Placement of Signage at Mile Marker 15.0 on Corridor H Westbound toward Buckhannon
    - ❖ Placement of Signage at Mile Marker 10.75 on Corridor H Eastbound toward Buckhannon
  - D.7 Report of Cat & Dog Activity –Upshur County Commission-March 2023
  - D.8 Notice Advertisement for Bids REAP Grant Demolition Project
- Consent Agenda**
  - E.1 Approval of Minutes -Regular Meeting 04/20/23
  - 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 Mayor's Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement 2023
- F.2 Letter of Request from West Virginia Wesleyan College for Assistance in the Demolition Project at 85 Wood St
- F.3 Approval Ordinance No. 463 Property Exchange with West Virginia Wesleyan College 1<sup>st</sup> Reading

**G. Comments and Announcements**

- G.1 Pamela Bucklew
- G.2 David McCauley
- G.3 Jack Reger
- G.4 David Thomas
- G.5 CJ Rylands
- G.6 Randall Sanders

**H. Mayor's Comments and Announcements**

**I. Adjournment**

Posted 05/01/2023

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

**B.1 Lauren Frederick, Continuum of Care Director, WV Coalition to End Homelessness & Kathy McMurray, Executive Director, Mountain CAP of WV Inc.-Presentation "Build for Zero." (GoToMeeting)** Ms. Frederick gave a presentation on the homelessness situation in our area and in the area serviced by the WVCEH. Council member Rylands asked how much is spent on homelessness? \$4.3 in our continuum, but not all of this is spent strictly on housing. Housing is more cost effective than incarceration.

Recorder Randy Sanders asked if services who provide housing assistance also work with the people receiving support with budgetary planning? Ms. McMurray stated that this is usually emergency assistance, and you must meet the basic needs before you can begin teaching.

Mayor Skinner thanked Ms. Frederick and Ms. McMurray for the presentation and sharing their knowledge. He and others with the city have been attending the UC Homelessness Coalition meetings. This is an issue of significant complexity, not just caused by drugs.

He offers his appreciation to Ms. Frederick and Ms. McMurray and to the Record Delta and mybuckhannon.com for reporting on this issue.

**B.2 Lynn Linger and Ron Pugh:** Lynn Linger spoke of her concern regarding the traffic flow by CVS Pharmacy. She is concerned about traffic being able to get around during flooding and also by the closing of the two alleys. Ron Pugh spoke of concerns about how people will get around parade routes during the festivals and other times that Main Street is closed. Council member CJ Rylands pointed out that the property trade between the City and St. Joseph's Hospital has already happened and cannot be reversed. Mayor Robbie Skinner pointed out that the trade was for growth of the hospital. He also pointed out City Council itself does not take action on street matters. Instead, the Consolidated Public Works Board is the decision-making body over streets, parks, and cemetery. City Council would not take action on this, or any other street concern. The Mayor also stated the CPWB has been working to correct some of the traffic concerns on Apothecary Way. The Mayor invited Ms. Linger and Mr. Pugh to attend the next CPWB meeting on Thursday, May 25, 2023 at 7:30am at City Hall. Ms. Linger stated that she would attend.

In a similar topic, Mayor Skinner also wanted to point out that the City has no control over any stoplights anywhere in the county. Ms. Linger also questioned the no right turn on red at the intersection of West Main & Locust Sts (WV Route 20) and Mayor Skinner stated that he has spoken to the WVDOT regarding this issue, and they are doing a study regarding that issue.

Mr. Pugh questioned when/where he could see the agendas for upcoming meetings. He was informed that the agendas are posted at least 72 hours prior to the meeting in our lobby, on social media, and are sent to local news media.

**C. Department & Board Reports:**

**C.1 Public Works Director- Jerry Arnold:**

**Public Works Director Report  
May 4, 2023**

**Director:**

- I am working with the crews mostly on the Madison Street project.
- Black top costs has increased 30% in project costs.

**Street:**

- Crew continue to work on GWW and are near completion of the sidewalk.
- Continue working on Madison Street project. We are planning to have the asphalt base course installed on Monday.
- Our contractor is finishing up the sidewalk on S. Florida St. and the SYCC fence installation will begin next week.

**Sewer:**

- Nothing new to report.

**Water:**

- Crews are working on normal maintenance items.

**Waste:**

- Nothing new to report.

**Engineering:**

- FEMA Generator Hazard Mitigation Grant No. 2 – Contractor continues to work on punch list items so that FEMA can schedule a final field review and the grant can be closed out.
- FEMA Generator Hazard Mitigation Grant No. 1 – Contractors continue to address pre-punch list items for Contract No. 1 and Contract No. 2. The steel platform for Contract No. 3 is being fabricated.
- FEMA Community Visit – Gathering and preparing for FEMA / NFIP community visit on June 8, 2023 for CRS review and reaccreditation.

Recorder Randy Sanders gave a shout out to Council member CJ Rylands for taking a closer look at the sidewalk by SYCC.

**C.2 Finance Director- Amberle Jenkins:** The TV cable survey is on the City website. Mon Power sent out a PSA stated that on 5/10 from 5-6:00 a.m. there will be a planned power outage. Several streets will be affected. This will be posted on website.

Amby report 5-4-23

Balances April 2023

General Fund mm checking	\$904,163	CD \$86,537
Historic Landmark savings	\$3,027	
Stockert Youth Center Capitol Campaign	\$440,064.72 + 12,000 pledge = \$452,064	
Coal Tax	\$63,828	
Municipal Stabilization Fund	\$917,197	
Flood Control Acct	\$78,305	
Consolidated Public Works Board	\$183,208	Cem CD \$235,295
Sales Tax	\$1,645,961	
American Rescue Plan Acct	\$1,938,712	

**CAC report**

Three activities have been held at the Colonial Arts Center in the past month.

The middle school play was held April 21 & 22. It was free to the public. About 95 people attended each show.

The WV Dance Co performed for one night on April 28. It was free to the public. About 80 people attended.

BCT is showing a play “The Red Velvet Cake War” May 4<sup>th</sup> – 7<sup>th</sup>. BCT is selling tickets and will share a portion of the proceeds.

The MIB Gallery held an Upshur Youth Art Show from April 7<sup>th</sup> to 23<sup>rd</sup>

The Buckhannon Camera Club will hold a show from May 5 – 27<sup>th</sup>

Buckhannon Rotary donated \$2,000 to go toward the production of the WV Dance Company show that was held in April and the Rustic Mechanicals show that will be held July 14

The ART26201 Liar’s Contest will be held on June 16<sup>th</sup>

The ADA chair lifts have been installed

The Concession area is complete

The façade is very close to completion. I think the contractor and Jerry are pushing to expose the façade next week.

Seating for the balcony will be installed on June 1st

The CAC Manager will begin posting information more frequently on the newly established website (colonialartscenter.org) and Facebook.

ART26201 obtained a grant that went toward the cost to build a website for the CAC.

**SYCC building**

The contracted CPA has contacted me and I have sent several pieces of financial information to him to work on the financial feasibility study.

Potesta has delivered the geotechnical report to the Mills Group this week. Mills Group is finishing up the drawings for bidding purposes. Timelines are getting extended. Realistically, the project will go out to bid August 1<sup>st</sup>. Our architect strongly suggests that we have funding sources in place. He states that contractors will not likely hold prices 60 days and in some cases 30 days. Again, all of these items need delivered to USDA for the financing application process.

Property Demolition (REAP Grant) update:

We have received the asbestos inspection reports for the property on Ambrose and the property on Nona. I was hoping to get a bid request in the newspaper this week and could not fit it my schedule so it will be next week.

5-03-2023 11:23 AM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: APRIL 30TH, 2023				
001-GENERAL FUND		% OF YEAR COMPLETED: 83.33				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
001-301-000-01 AD VALOREM TAXES	858,331	110,733.44	837,188.44	0.00	21,142.56	97.54
001-301-000-02 PRIOR YEAR TAXES	42,000	755.47	43,399.46	0.00 (	1,399.46)	103.33
001-303-000-00 GAS & OIL SEVERANCE TAX	30,000	0.00	30,158.53	0.00 (	158.53)	100.53
001-304-000-00 2% UTILITY TAX	240,000	25,251.76	208,747.09	0.00	31,252.91	86.98
001-305-000-00 B & O TAX	1,300,000	232,930.27	1,401,044.07	0.00 (	101,044.07)	107.77
001-305-000-01 B&o CONTRACTORS	95,000	13,422.70	99,743.41	0.00 (	4,743.41)	104.99
001-306-000-00 LIQUOR TAX	75,000	23,478.91	85,736.17	0.00 (	10,736.17)	114.31
001-307-000-00 ANIMAL CONTROL TAXES	1,100	21.60	806.70	0.00	293.30	73.34
001-308-000-00 HOTEL MOTEL TAX	120,000	8,035.64	114,943.86	0.00	5,056.14	95.79
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES	2,761,431	414,629.79	2,821,767.73	0.00 (	60,336.73)	102.18
FINES AND FEES						
001-320-000-00 COURT COSTS, FEES & CHARG	13,000	299.00	4,809.00	0.00	8,191.00	36.99
001-320-000-01 BASIC FEE (POLICE DEPT.)	0	0.00	100.00	0.00 (	100.00)	0.00
001-320-000-02 POLICE FEE -CITATION	5,000	210.00	1,733.00	0.00	3,267.00	34.66
001-320-000-03 POLICE/FINGERPRINT REVENU	50	0.00	0.00	0.00	50.00	0.00
001-320-000-04 SUMMONS FEE FOR PARKING T	0	80.00	380.00	0.00 (	380.00)	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	18,050	589.00	7,022.00	0.00	11,028.00	38.90
LIC PERMITS & FRANCHISE						
001-325-000-00 CITY BUSINESS LICENSE	22,300	320.00	22,696.75	0.00 (	396.75)	101.78
001-326-000-00 BUILDING PERMIT FEES	71,000	3,310.76	74,379.46	0.00 (	3,379.46)	104.76
001-326-000-10 PROPERTY REGIST -VACANT	0	1,600.00	1,600.00	0.00 (	1,600.00)	0.00
001-328-000-00 FRANCHISE FEES	55,000	10,883.89	43,527.05	0.00	11,472.95	79.14
001-330-000-00 IRP TRUCK FEE	55,000	3,816.32	10,846.28	0.00	44,153.72	19.72
TOTAL LIC PERMITS & FRANCHISE	203,300	19,930.97	153,049.54	0.00	50,250.46	75.28
OTHER FEES						
001-340-000-00 DONATIONS THEATRE	104,200	90.00	25,000.00	0.00	79,200.00	23.99
001-340-345-00 CAC REV,CONCESSIONS,MERCH	5,000	135.25	1,881.25	0.00	3,118.75	37.63
001-340-345-01 CAC REVENUE RENTALS	0	0.00	0.00	0.00	0.00	0.00
001-340-345-02 CAC REVENUE TICKETS	0	0.00	0.00	0.00	0.00	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	48,000	0.00	32,500.00	0.00	15,500.00	67.71
TOTAL OTHER FEES	157,200	225.25	59,381.25	0.00	97,818.75	37.77
HEALTH AND SAFETY						
001-351-000-00 POLICE PROTECTION FEES	75,000	6,134.23	61,205.59	0.00	13,794.41	81.61
001-352-000-00 FIRE PROTECTION FEES	152,000	12,529.39	124,458.30	0.00	27,541.70	81.88
TOTAL HEALTH AND SAFETY	227,000	18,663.62	185,663.89	0.00	41,336.11	81.79
OUTSIDE DISTRICTS						
001-358-000-00 EVENT CENTER REVENUE	5,000	1,794.00	1,794.00	0.00	3,206.00	35.88
TOTAL OUTSIDE DISTRICTS	5,000	1,794.00	1,794.00	0.00	3,206.00	35.88

5-03-2023 11:23 AM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: APRIL 30TH, 2023				
001-GENERAL FUND		% OF YEAR COMPLETED: 83.33				
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CHARGES FOR SERVICES						
001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	25,000.00	0.00	20,000.00	55.56
001-362-000-01 SYC UTILITY REVENUE	2,500	179.00	1,784.46	0.00	715.54	71.38
001-362-000-12 SYC CAMP BUCANNER FEES	33,200	0.00	33,953.00	0.00 (	753.00)	102.27
001-362-000-03 SYC DRILL TEAM FEES	0	0.00	15.00	0.00 (	15.00)	0.00
001-362-000-04 SYC BASKETBALL FEES	18,000	0.00	15,113.00	0.00	2,887.00	83.96
001-362-000-05 SYC ROOM RENTAL FEES	6,000	395.00	6,360.00	0.00 (	360.00)	106.00
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	190,000	19,543.75	256,023.53	0.00 (	66,023.53)	134.75
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	2.00	17,054.00	0.00 (	15,054.00)	852.70
001-362-000-10 SYC KARATE FEES	1,000	290.00	2,605.00	0.00 (	1,605.00)	260.50
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	400.00	0.00 (	400.00)	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	35.00	555.00	0.00	1,445.00	27.75
001-362-000-18 YOGA FITNESS CLASS REVENU	0	0.00	0.00	0.00	0.00	0.00
001-362-000-19 GUITAR LESSONS REVENUE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-20 SYC MISC ACTV REVENUE 1TI	2,000	0.00	2,265.00	0.00 (	265.00)	113.25
001-362-000-99 SYC BEQUEST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	301,700	20,444.75	361,127.99	0.00 (	59,427.99)	119.70
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	275,844	5,987.37	114,540.97	0.00	161,303.03	41.52
001-365-000-36 FEMA GRANT #1 GENERATOR	1,156,895	76,905.34	432,573.00	0.00	724,322.00	37.39
001-366-000-00 POLICE DEPT. - GRANTS	23,000	0.00	4,173.23	0.00	18,826.77	18.14
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	40,000	0.00 (	4,420.95)	0.00	44,420.95	11.05-
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	170,899	0.00	81,048.43	0.00	89,850.57	47.42
001-366-000-13 LAND WATR CONS GRT(LWCF)F	0	0.00	0.00	0.00	0.00	0.00
001-366-000-14 CULTURE ARTS GRNT (THEATR	39,000	0.00	39,000.00	0.00	0.00	100.00
001-366-000-15 REAP-CLEAN UP GRANT	100,000	0.00	0.00	0.00	100,000.00	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



CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ISSUE	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS BOE-PRO OFF	0	0.00	0.00	0.00	0.00	0.00
SANITARY REPAY LOAN	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTION TO CAC PROGR	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	1,815,638	82,892.71	666,914.68	0.00	1,148,723.32	36.73
INTRAFUND CONTR/CHARGES						
001-369-000-00 CONTRIBUTION FUNDS-BRUSHY	0	0.00	0.00	0.00	0.00	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	2,088,223	500,000.00	1,500,000.00	0.00	588,223.00	71.83
001-370-000-00 LATE CHARGES - GEN FUND	200	50.46	595.40	0.00	395.40	297.70
TOTAL INTRAFUND CONTR/CHARGES	2,088,423	500,050.46	1,500,595.40	0.00	587,827.60	71.85
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	10,000	0.00	8,378.02	0.00	1,621.98	83.78
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	183.08	414.69	0.00	14.69	103.67
001-381-000-00 STREET DEPT. BILLING/PCAR	20,000	0.00	20,137.84	0.00	137.84	100.69
001-382-000-00 REBATES-REFUNDS PCARD	3,500	0.00	2,258.41	0.00	1,241.59	64.53
001-394-000-00 POLICE FORFEITURE CONFISC	0	0.00	1,952.50	0.00	1,952.50	0.00
001-397-000-00 VIDEO LOTTERY	17,000	0.00	15,758.73	0.00	1,241.27	92.70
001-399-000-00 MISCELLANEOUS REVENUE	66,700	594.16	69,471.49	0.00	2,771.49	104.16
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	10,000	0.00	5,000.00	0.00	5,000.00	50.00
TOTAL OTHER REVENUE	127,600	777.24	123,371.68	0.00	4,228.32	96.69
TOTAL REVENUE	7,705,342	1,059,997.79	5,880,688.16	0.00	1,824,653.84	76.32

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ECONOMIC DEVELOPMENT						
=====						
CONTRIBUTIONS						
001-402-567-00 ECONOMIC DEVELOPMENT	40,000	0.00	40,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	40,000	0.00	40,000.00	0.00	0.00	100.00
TOTAL ECONOMIC DEVELOPMENT	40,000	0.00	40,000.00	0.00	0.00	100.00
MAYOR'S OFFICE						
=====						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	2,500.00	0.00	500.00	83.33
001-409-103-00 MAYOR'S ASSISTANT SALARY	32,000	2,048.06	21,687.92	0.00	10,312.08	67.77
001-409-104-00 MAYOR'S F.I.C.A.	2,550	174.03	1,852.55	0.00	697.45	72.65
001-409-105-00 MAYOR'S INSURANCE	21,500	1,373.52	18,417.60	0.00	3,082.40	85.66
001-409-106-00 MAYOR'S RETIREMENT	2,880	146.46	1,596.72	0.00	1,283.28	55.44
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	61,930	3,992.07	46,054.79	0.00	15,875.21	74.37
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	3,000	94.30	1,909.45	0.00	1,090.55	63.65
001-409-214-00 MAYOR'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-409-218-00 MAYOR'S POSTAGE	10,000	1,094.31	11,577.39	0.00	1,577.39	115.77
001-409-220-00 MAYOR'S LEGAL PUBLICATION	2,700	0.00	921.64	0.00	1,778.36	34.13
001-409-222-00 MAYOR'S DUES	3,600	0.00	1,400.22	0.00	2,199.78	38.90
001-409-223-00 PROFESSIONAL SERVICES	11,000	0.00	4,500.00	0.00	6,500.00	40.91
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	166.05	247.16	0.00	1,252.84	16.48
TOTAL CONTRACTUAL SERVICES	31,800	1,354.66	20,555.86	0.00	11,244.14	64.64
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	51,300	6,154.15	43,383.09	0.00	7,916.91	84.57
001-409-341-05 EVENT/FIREWORK EXPENSE	63,700	1,150.00	52,340.18	0.00	11,359.82	82.17
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	0.00	0.00	20,000.00	0.00
TOTAL COMMODITIES	135,000	7,304.15	95,723.27	0.00	39,276.73	70.91
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

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRIBUTIONS						
001-409-568-00 CONTRIBUTIONS	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	228,730	12,650.88	162,333.92	0.00	66,396.08	70.97
COUNCIL						
=====						
SALARIES & BENEFITS						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	1,000.00	10,000.00	0.00	2,000.00	83.33
001-410-103-00 CAT CONTROL SALARY	1,000	0.00	100.00	0.00	900.00	10.00
001-410-104-00 COUNCIL'S F.I.C.A.	1,000	76.50	775.75	0.00	224.25	77.58
001-410-106-00 COUNCIL'S RETIREMENT	225	18.00	192.21	0.00	32.79	85.43
TOTAL SALARIES & BENEFITS	14,225	1,094.50	11,067.96	0.00	3,157.04	77.81
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)	11,250	1,250.00	10,000.00	0.00	1,250.00	88.89
001-410-226-00 COUNCIL INSURANCE (PROPER	12,800	0.00	10,070.84	0.00	2,729.16	78.68
TOTAL CONTRACTUAL SERVICES	24,050	1,250.00	20,070.84	0.00	3,979.16	83.45
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	500	0.00	110.00	0.00	390.00	22.00
TOTAL CAPITAL OUTLAY	500	0.00	110.00	0.00	390.00	22.00
CONTRIBUTIONS						
001-410-568-00 CONTRIBUTIONS(facade)	5,000	0.00	0.00	0.00	5,000.00	0.00
TOTAL CONTRIBUTIONS	5,000	0.00	0.00	0.00	5,000.00	0.00

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	43,775	2,344.50	31,248.80	0.00	12,526.20	71.39
RECORDER =====						
SALARIES & BENEFITS						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	5,000.00	0.00	1,000.00	83.33
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	382.50	0.00	77.50	83.15
001-411-106-00 RECORDER'S RETIREMENT	540	17.29	172.90	0.00	367.10	32.02
TOTAL SALARIES & BENEFITS	7,000	555.54	5,555.40	0.00	1,444.60	79.36
CONTRACTUAL SERVICES						
001-411-214-00 RECORDER TRAVEL	600	0.00	162.50	0.00	437.50	27.08
001-411-222-00 RECORDER DUES	50	0.00	0.00	0.00	50.00	0.00
001-411-226-00 INSURANCE/COMPENSATION/bo	1,000	219.00	403.10	0.00	596.90	40.31
TOTAL CONTRACTUAL SERVICES	1,650	219.00	565.60	0.00	1,084.40	34.28
TOTAL RECORDER	8,650	774.54	6,121.00	0.00	2,529.00	70.76
TREASURER =====						
SALARIES & BENEFITS						
001-413-101-00 TREASURER'S SALARY	8,150	626.36	6,889.96	0.00	1,260.04	84.54
001-413-103-00 TREASURER'S ASSISTANT SAL	0	0.00	0.00	0.00	0.00	0.00
001-413-104-00 TREASURER'S F.I.C.A.	625	47.92	527.12	0.00	97.88	84.34
001-413-105-00 TREASURER'S GROUP INSURAN	2,150	71.14	793.75	0.00	1,356.25	36.92
001-413-106-00 TREASURER'S RETIREMENT	734	56.38	620.18	0.00	113.82	84.49
001-413-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	11,659	801.80	8,831.01	0.00	2,827.99	75.74
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	5,000	0.00	2,512.75	0.00	2,487.25	50.26
001-413-226-00 TREASURER'S INSURANCE & B	1,000	162.00	179.32	0.00	820.68	17.93
TOTAL CONTRACTUAL SERVICES	6,000	162.00	2,692.07	0.00	3,307.93	44.87
TOTAL TREASURER	17,659	963.80	11,523.08	0.00	6,135.92	65.25

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	6,250.00	0.00	1,250.00	83.33
001-416-104-00 POLICE JUDGE FICA	575	47.81	478.10	0.00	96.90	83.15
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	6,728.10	0.00	1,346.90	83.32
CONTRACTUAL SERVICES						
001-416-221-00 POLICE JUDGE TRAINING	300	0.00	270.00	0.00	30.00	90.00
001-416-226-00 POLICE JUDGE INS BONDS	300	25.31	142.94	0.00	157.06	47.65
TOTAL CONTRACTUAL SERVICES	600	25.31	412.94	0.00	187.06	68.82
TOTAL COURT	8,675	698.12	7,141.04	0.00	1,533.96	82.32
CITY ATTORNEY =====						
SALARIES & BENEFITS						
001-417-101-00 CITY ATTORNEY	5,529	0.00	5,528.60	0.00	0.40	99.99
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	423	0.00	422.91	0.00	0.09	99.98
001-417-105-00 CITY ATTORNEY INSURANCE	1,424	0.00	1,423.96	0.00	0.04	100.00
001-417-106-00 CITY ATTORNEY RETIREMENT	330	0.00	329.98	0.00	0.02	99.99
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	7,706	0.00	7,705.45	0.00	0.55	99.99
CONTRACTUAL SERVICES						
001-417-221-00 CITY ATTORNEY TRAINING	500	0.00	329.96	0.00	170.04	65.99
001-417-222-00 CITY ATTORNEY DUES	0	0.00	0.00	0.00	0.00	0.00
001-417-226-00 CITY ATTORNEY INS UNEMPL	325	0.00	103.09	0.00	221.91	31.72
TOTAL CONTRACTUAL SERVICES	825	0.00	433.05	0.00	391.95	52.49
TOTAL CITY ATTORNEY	8,531	0.00	8,138.50	0.00	392.50	95.40
CITY ENGINEER =====						
SALARIES & BENEFITS						
001-420-103-00 CITY ENGINEER SALARY	20,930	1,646.60	17,535.82	0.00	3,394.18	83.78
001-420-104-00 CITY ENGINEER FICA TAX	1,638	127.12	1,354.16	0.00	283.84	82.67
001-420-106-00 CITY ENGINEER RETIREMENT	1,927	148.20	1,578.24	0.00	348.76	81.90
TOTAL SALARIES & BENEFITS	24,495	1,921.92	20,468.22	0.00	4,026.78	83.56



5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	114.52	539.20	0.00	( 39.20)	107.84
001-420-223-00 CITY ARCHITECT	0	0.00	0.00	0.00	0.00	0.00
001-420-223-01 ENGINEERING SERVICES (POT	379,287	0.00	55,108.50	0.00	324,178.50	14.53
001-420-226-00 CITY ENGINEER INS & BONDS	600	0.00	30.18	0.00	569.82	5.03
TOTAL CONTRACTUAL SERVICES	380,387	114.52	55,677.88	0.00	324,709.12	14.64
TOTAL CITY ENGINEER	404,882	2,036.44	76,146.10	0.00	328,735.90	18.81
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	81.15	0.00	4,918.85	1.62
001-436-354-00 HOUSING ENFORCEMENT	130,000	5.00	5,610.24	0.00	124,389.76	4.32
TOTAL COMMODITIES	135,000	5.00	5,691.39	0.00	129,308.61	4.22
TOTAL HOUSING	135,000	5.00	5,691.39	0.00	129,308.61	4.22
ZONING						
=====						
SALARIES & BENEFITS						
001-437-103-00 ZONING SALARY	40,000	3,000.00	32,371.35	0.00	7,628.65	80.93
001-437-104-00 ZONING F.I.C.A.	3,000	229.50	2,476.44	0.00	523.56	82.55
001-437-105-00 ZONING HEALTH INS	5,500	336.14	4,340.62	0.00	1,159.38	78.92
001-437-106-00 ZONING RETIREMENT	3,600	270.00	2,913.39	0.00	686.61	80.93
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	52,100	3,835.64	42,101.80	0.00	9,998.20	80.81
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,700	0.00	1,101.47	0.00	598.53	64.79
001-437-221-00 ZONING TRAINING	1,000	0.00	200.00	0.00	800.00	20.00
001-437-226-00 ZONING INSURANCE & BONDS	1,750	141.75	807.49	0.00	942.51	46.14
TOTAL CONTRACTUAL SERVICES	4,450	141.75	2,108.96	0.00	2,341.04	47.39

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	440.63	0.00	1,059.37	29.38
TOTAL COMMODITIES	1,500	0.00	440.63	0.00	1,059.37	29.38
TOTAL ZONING	58,050	3,977.39	44,651.39	0.00	13,398.61	76.92
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	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 ELECTION	0	0.00	0.00	0.00	0.00	0.00
DATA PROCESSING						
=====						
CONTRACTUAL SERVICES						
001-439-230-00 DATA PROCESSING	33,000	2,707.26	27,603.24	0.00	5,396.76	83.65
TOTAL CONTRACTUAL SERVICES	33,000	2,707.26	27,603.24	0.00	5,396.76	83.65
CAPITAL OUTLAY						
001-439-459-00 DATA PROCESSING CAPITAL O	3,500	0.00	1,725.08	0.00	1,774.92	49.29
TOTAL CAPITAL OUTLAY	3,500	0.00	1,725.08	0.00	1,774.92	49.29
NON-OPERATING EXPENSES						
001-439-670-00 RDT SERVER ACCRD INT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL DATA PROCESSING	36,500	2,707.26	29,328.32	0.00	7,171.68	80.35
CITY HALL						
=====						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	39,000	3,122.63	29,872.79	0.00	9,127.21	76.60
001-440-104-00 CITY HALL FICA	3,000	236.63	2,262.81	0.00	737.19	75.43
001-440-105-00 CITY HALL JANITOR INSURAN	2,650	71.14	720.65	0.00	1,929.35	27.19
001-440-106-00 GROUP RETIREMENT	3,510	281.04	2,688.56	0.00	821.44	76.60
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	48,160	3,711.44	35,544.81	0.00	12,615.19	73.81

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	1,418.41	13,349.32	0.00	5,650.68	70.26
001-440-216-00 CITY HALL MAINTENANCE & R	6,000	206.50	3,940.12	0.00	2,059.88	65.67
001-440-226-00 CITY HALL INSURANCE & BON	1,500	133.04	737.04	0.00	762.96	49.14
TOTAL CONTRACTUAL SERVICES	26,500	1,757.95	18,026.48	0.00	8,473.52	68.02
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,000	0.00	392.25	0.00	607.75	39.23
TOTAL COMMODITIES	1,000	0.00	392.25	0.00	607.75	39.23
CAPITAL OUTLAY						
001-440-459-00 CITY HALL CAPITAL	25,000	0.00	18,919.50	0.00	6,080.50	75.68
TOTAL CAPITAL OUTLAY	25,000	0.00	18,919.50	0.00	6,080.50	75.68
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	100,660	5,469.39	72,883.04	0.00	27,776.96	72.41
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

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	39,283	0.00	0.00	0.00	39,283.00	0.00
TOTAL CONTRIBUTIONS	39,283	0.00	0.00	0.00	39,283.00	0.00
TOTAL CONTINGENCY	39,283	0.00	0.00	0.00	39,283.00	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	890,000	64,436.84	673,631.30	0.00	216,368.70	75.69
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	68,100	4,888.88	51,161.02	0.00	16,938.98	75.13
001-700-105-00 POLICE DEPT. GROUP INSURA	114,000	6,756.12	91,501.31	0.00	22,498.69	80.26
001-700-106-00 POLICE DEPT. RETIREMENT	80,100	5,695.74	59,135.70	0.00	20,964.30	73.83
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	1,152,200	81,777.58	875,429.33	0.00	276,770.67	75.98
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	12,350	226.11	8,973.84	0.00	3,376.16	72.66
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	995.69	0.00	2,004.31	33.19
001-700-221-00 POLICE DEPT. TRAINING	22,000	735.00	8,298.00	0.00	13,702.00	37.72
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 &	40,000	3,236.00	31,959.87	0.00	8,040.13	79.90
001-700-233-00 POLICE DEPT. CRIMINAL INV	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL CONTRACTUAL SERVICES	79,350	4,197.11	50,227.40	0.00	29,122.60	63.30
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	31,600	1,078.96	20,636.84	0.00	10,963.16	65.31
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	24.00	1,425.00	0.00	2,575.00	35.63



5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-700-341-05 POLICE VIPS EXPENSES	3,500	478.00	1,446.07	0.00	2,053.93	41.32
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	4,306.94	25,217.06	0.00	11,782.94	68.15
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	9,400	0.00	5,312.72	1,202.00	2,885.28	69.31
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	85,500	5,887.90	54,037.69	1,202.00	30,260.31	64.61
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	177,526	7,513.10	160,549.39	4,945.14	12,031.47	93.22
TOTAL CAPITAL OUTLAY	177,526	7,513.10	160,549.39	4,945.14	12,031.47	93.22
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	1,494,576	99,375.69	1,140,243.81	6,147.14	348,185.05	76.70

FIRE  
=====

SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	622,000	43,520.96	488,594.68	0.00	133,405.32	78.55
001-706-104-00 FIRE DEPT. FICA TAX	47,600	3,391.67	37,542.97	0.00	10,057.03	78.87
001-706-105-00 FIRE DEPT. GROUP INSURANC	84,000	4,444.36	60,956.42	0.00	23,043.58	72.57
001-706-106-00 FIRE DEPT. GROUP RETIREME	56,000	3,778.60	42,435.07	0.00	13,564.93	75.78
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	809,600	55,135.59	629,529.14	0.00	180,070.86	77.76
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	2,500	248.27	2,124.52	0.00	375.48	84.98
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	3,500	0.00	1,615.37	0.00	1,884.63	46.15
001-706-216-00 FIRE DEPT. MAINTENANCE	10,000	0.00	6,883.32	438.02	2,678.66	73.21
001-706-221-00 FIRE DEPT. TRAINING	20,000	976.86	10,217.31	0.00	9,782.69	51.09
001-706-226-00 FIRE DEPT. INSURANCE & BO	60,000	1,458.00	37,736.17	0.00	22,263.83	62.89
TOTAL CONTRACTUAL SERVICES	96,000	2,683.13	58,576.69	438.02	36,985.29	61.47

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	30,000	42.00	21,947.39	0.00	8,052.61	73.16
001-706-341-01 VOLUNTEER FIREFIGHTER EXP	5,000	0.00	0.00	0.00	5,000.00	0.00
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	45,000	950.89	39,523.04	0.00	5,476.96	87.83
001-706-345-00 FIRE DEPT. UNIFORMS	5,000	173.71	3,594.65	0.00	1,405.35	71.89
001-706-348-00 FIRE DEPT HAZARDOUS MAT R	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	85,000	1,166.60	65,065.08	0.00	19,934.92	76.55
CAPITAL OUTLAY						
001-706-459-00 FIRE DEPT. CAPITAL OUTLAY	124,139	8,468.31	95,596.83	0.00	28,542.17	77.01
001-706-461-00 NEW FIRE FACILITY	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	124,139	8,468.31	95,596.83	0.00	28,542.17	77.01
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	1,114,739	67,453.63	848,767.74	438.02	265,533.24	76.18
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

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRACTUAL SERVICES</u>						
001-715-230-00 FIRE DEP CONTRACTED/HYDRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
<hr/>						
TOTAL FIRE - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
<hr/>						
STREET						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-750-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	545,000	39,475.10	412,285.40	0.00	132,714.60	75.65
001-750-104-00 STREET DEPT. FICA TAX	42,000	3,022.13	31,507.74	0.00	10,492.26	75.02
001-750-105-00 STREET DEPT. GROUP INSURA	98,500	4,780.84	64,058.25	0.00	34,441.75	65.03
001-750-106-00 STREET DEPT. GROUP RETIRE	49,100	3,527.57	36,073.13	0.00	13,026.87	73.47
001-750-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	734,600	50,805.64	543,924.52	0.00	190,675.48	74.04
<hr/>						
<u>CONTRACTUAL SERVICES</u>						
001-750-211-00 STREET DEPT. TELEPHONES	7,100	98.08	6,616.94	0.00	483.06	93.20
001-750-213-00 STREET DEPT. UTILITIES	50,000	2,464.19	36,672.40	0.00	13,327.60	73.34
001-750-215-00 CONTRIBUTION TO FLOWER CP	100,000	50,000.00	100,000.00	0.00	0.00	100.00
001-750-226-00 STREET DEPT. INSURANCE &	50,000	1,835.36	29,541.47	0.00	20,458.53	59.08
TOTAL CONTRACTUAL SERVICES	207,100	54,397.63	172,830.81	0.00	34,269.19	83.45
<hr/>						
<u>COMMODITIES</u>						
001-750-341-00 STREET DEPT. MAT & SUPPLI	127,100	16,483.11	103,171.19	0.00	23,928.81	81.17
001-750-343-00 STREET DEPT. AUTO SUPPLIE	50,000	5,431.57	51,906.06	0.00	1,906.06	103.81
001-750-345-00 STREET DEPT. UNIFORMS	6,800	479.59	4,505.68	0.00	2,294.32	66.26
001-750-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	183,900	22,394.27	159,582.93	0.00	24,317.07	86.78
<hr/>						
<u>CAPITAL OUTLAY</u>						
001-750-458-00 WALK TRAIL	40,000	0.00	0.00	0.00	40,000.00	0.00
001-750-458-01 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-750-458-02 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-03 DOG PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-04 TRANSPORTATION ENHANCE GR	0	0.00	0.00	0.00	0.00	0.00
001-750-458-05 STREET DEPT PROJECTS	588,137	89,275.96	535,948.78	0.00	52,188.22	91.13
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	213,624	33,755.38	77,985.01	0.00	135,638.99	36.51
001-750-459-00 STREET DEPT. CAPITAL OUTL	113,700	12,748.74	98,823.14	0.00	14,876.86	86.92
001-750-459-22 PROPERTY PAYMENT MUDLICK	117,300	9,774.80	97,748.00	0.00	19,552.00	83.33
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	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,072,761	145,554.88	810,504.93	0.00	262,256.07	75.55

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRIBUTIONS</u>						
001-750-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
<hr/>						
<u>NON-OPERATING EXPENSES</u>						
001-750-670-00 NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-750-670-03 RDT LEASE RAM TRK	0	0.00	0.00	0.00	0.00	0.00
001-750-670-04 RDT RECORD LEASE PMNT RAM	0	0.00	0.00	0.00	0.00	0.00
001-750-670-05 NOTE PAYABLE INT EXP CONC	0	0.00	0.00	0.00	0.00	0.00
001-750-670-06 N/P INT EXP ENTERPRISE RA	0	0.00	0.00	0.00	0.00	0.00
001-750-672-00 N/P INT 2020 BOND MUDLICK	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
<hr/>						
TOTAL STREET	2,198,361	273,152.42	1,686,843.19	0.00	511,517.81	76.73
<hr/>						
STREET LIGHTS						
=====						
<u>CONTRACTUAL SERVICES</u>						
001-751-213-00 STREET LIGHTS	70,000	6,276.02	61,101.23	0.00	8,898.77	87.29
TOTAL CONTRACTUAL SERVICES	70,000	6,276.02	61,101.23	0.00	8,898.77	87.29
<hr/>						
TOTAL STREET LIGHTS	70,000	6,276.02	61,101.23	0.00	8,898.77	87.29
<hr/>						
TRAFFIC SIGNALS & SIGNS						
=====						
<u>CONTRACTUAL SERVICES</u>						
001-752-213-00 TRAFFIC SIGNALS POWER	3,500	311.62	2,654.15	0.00	845.85	75.83
001-752-230-00 SIGNS & SIGNALS	26,000	3,480.00	25,199.80	0.00	800.20	96.92
TOTAL CONTRACTUAL SERVICES	29,500	3,791.62	27,853.95	0.00	1,646.05	94.42
<hr/>						
TOTAL TRAFFIC SIGNALS & SIGNS	29,500	3,791.62	27,853.95	0.00	1,646.05	94.42
<hr/>						
SNOW REMOVAL						
=====						
<u>COMMODITIES</u>						
001-753-341-00 SNOW REMOVAL	9,000	0.00	8,688.63	0.00	311.37	96.54
TOTAL COMMODITIES	9,000	0.00	8,688.63	0.00	311.37	96.54
<hr/>						
TOTAL SNOW REMOVAL	9,000	0.00	8,688.63	0.00	311.37	96.54



5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
AIRPORT =====						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL AIRPORT	15,000	0.00	15,000.00	0.00	0.00	100.00
PUBLIC TRANSIT =====						
CONTRIBUTIONS						
001-759-568-00 PUBLIC TRANSIT	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	15,000	0.00	15,000.00	0.00	0.00	100.00
TOTAL PUBLIC TRANSIT	15,000	0.00	15,000.00	0.00	0.00	100.00
HEALTH DEPT =====						
CONTRIBUTIONS						
001-803-568-00 BUCKHANNON-UPSHUR HEALTH	5,000	0.00	5,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	5,000	0.00	5,000.00	0.00	0.00	100.00
TOTAL HEALTH DEPT	5,000	0.00	5,000.00	0.00	0.00	100.00
STORM WATER =====						
COMMODITIES						
001-805-348-00 STORM WATER TO SANITARY	100,000	0.00	100,000.00	0.00	0.00	100.00
TOTAL COMMODITIES	100,000	0.00	100,000.00	0.00	0.00	100.00
TOTAL STORM WATER	100,000	0.00	100,000.00	0.00	0.00	100.00
PARK 25% TO CPWB =====						
SALARIES & BENEFITS						
001-900-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00

5-03-2023 11:23 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

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	2,542.50	32,072.51	0.00	3,927.49	89.09
TOTAL COMMODITIES	36,000	2,542.50	32,072.51	0.00	3,927.49	89.09
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	2,542.50	32,072.51	0.00	3,927.49	89.09
CVB 75% TO CVB =====						
CONTRACTUAL SERVICES						
001-901-235-00 HOTEL/MOTEL 70% PAID TO C	84,000	5,932.49	74,835.71	0.00	9,164.29	89.09
TOTAL CONTRACTUAL SERVICES	84,000	5,932.49	74,835.71	0.00	9,164.29	89.09
TOTAL CVB 75% TO CVB	84,000	5,932.49	74,835.71	0.00	9,164.29	89.09
ARTS & HUMANITIES =====						
SALARIES & BENEFITS						
001-906-101-00 CAC SALARIES	50,000	2,565.00	25,913.33	0.00	24,086.67	51.83
001-906-104-00 CAC FICA	3,825	196.23	1,982.38	0.00	1,842.62	51.83
001-906-105-00 CAC HEALTH INS	6,000	336.76	2,524.36	0.00	3,475.64	42.07
001-906-106-00 CAC RETIREMENT	4,000	230.85	2,332.23	0.00	1,667.77	58.31
TOTAL SALARIES & BENEFITS	63,825	3,328.84	32,752.30	0.00	31,072.70	51.32
CONTRACTUAL SERVICES						
001-906-213-00 CAC UTILITIES	8,600	955.54	7,168.74	0.00	1,431.26	83.36
001-906-216-00 THEATRE MAINTENANCE/UTILI	9,000	100.00	4,683.74	450.00	3,866.26	57.04
001-906-223-00 CAC PROFESSIONAL SERVICES	20,000	0.00	12,000.00	0.00	8,000.00	60.00
001-906-226-00 CAC INSURANCE & BONDS	2,000	115.98	2,122.73	0.00	( 122.73)	106.14
TOTAL CONTRACTUAL SERVICES	39,600	1,171.52	25,975.21	450.00	13,174.79	66.73
COMMODITIES						
001-906-341-00 CAC SUPPLIES & EXPENSES	10,000	1,949.23	8,313.46	990.00	696.54	93.03
TOTAL COMMODITIES	10,000	1,949.23	8,313.46	990.00	696.54	93.03
CAPITAL OUTLAY						
001-906-450-01 THEATRE BLDG	403,000	18,142.34	336,379.06	9,500.32	57,120.62	85.83
001-906-459-00 THEATRE CAPITAL	9,200	0.00	27,387.15	0.00	( 18,187.15)	297.69
001-906-459-01 CULTURE ARTS GRANT (ADA T	0	0.00	1,630.00	0.00	( 1,630.00)	0.00
TOTAL CAPITAL OUTLAY	412,200	18,142.34	365,396.21	9,500.32	37,303.47	90.95
TOTAL ARTS & HUMANITIES	525,625	24,591.93	432,437.18	10,940.32	82,247.50	84.35

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
STOCKERT YOUTH CENTER =====						
<u>SALARIES &amp; BENEFITS</u>						
001-907-101-00 STOCKERT YOUTH CENTER SAL	196,000	12,846.51	150,184.56	0.00	45,815.44	76.62
001-907-103-00 CAMP BUCANNEER SALARIES	24,000	1,713.82	29,858.96	0.00	5,858.96)	124.41
001-907-103-01 SYC BUS DRIVERS	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-104-00 FICA TAX	17,000	1,113.91	13,773.38	0.00	3,226.62	81.02
001-907-105-00 GROUP INSURANCE	39,000	2,232.04	29,716.25	0.00	9,283.75	76.20
001-907-106-00 GROUP RETIREMENT	11,900	929.47	9,018.52	0.00	2,881.48	75.79
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	288,900	18,835.75	232,551.67	0.00	56,348.33	80.50
<u>CONTRACTUAL SERVICES</u>						
001-907-211-00 TELEPHONES	3,600	204.07	3,035.85	0.00	564.15	84.33
001-907-213-00 UTILITIES	17,000	1,675.95	15,892.16	0.00	1,107.84	93.48
001-907-214-00 TRAVEL EXPENSE	500	0.00	47.92	0.00	452.08	9.58
001-907-216-00 MAINTENANCE	7,000	128.92	2,651.07	0.00	4,348.93	37.87
001-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.00
001-907-221-00 TRAINING	275	0.00	25.00	0.00	250.00	9.09
001-907-226-00 INSURANCE & BONDS	13,000	802.39	9,104.26	0.00	3,895.74	70.03
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	2,811.33	30,756.26	0.00	10,868.74	73.89
<u>COMMODITIES</u>						
001-907-341-00 MATERIALS & SUPPLIES EXPE	6,000	570.61	5,567.75	0.00	432.25	92.80
001-907-341-01 OPERATING EXPENSES	2,500	177.51	1,494.57	0.00	1,005.43	59.78
001-907-343-00 SYC AUTO SUPPLIES	4,000	411.57	3,572.14	0.00	427.86	89.30
001-907-354-00 DRILL TEAM	1,000	0.00	0.00	0.00	1,000.00	0.00
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	0.00	12,218.28	0.00	5,781.72	67.88
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	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-360-00 CAMP BUCANNEER SUPPLIES	4,500	0.00	1,596.96	0.00	2,903.04	35.49
001-907-361-00 AFTER SCHOOL SUPPLIES	7,000	626.22	5,300.30	0.00	1,699.70	75.72
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	4,800	288.00	2,084.00	0.00	2,716.00	43.42
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
001-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-907-366-00 FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
001-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-907-368-00 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-907-368-01 ZUMBA	1,500	24.00	392.00	0.00	1,108.00	26.13
001-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	0.00	145.71	0.00	1,854.29	7.29
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	52,400	2,097.91	32,371.71	0.00	20,028.29	61.78

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2023

001-GENERAL FUND

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CAPITAL OUTLAY</u>						
001-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
001-907-458-01 SYC CHILDRENS FESTIVAL	1,250	0.00	947.98	0.00	302.02	75.84
001-907-458-02 SYCC BUILDING	0	0.00	0.00	0.00	0.00	0.00
001-907-459-00 CAPITAL OUTLAY	25,000	318.94	5,717.49	0.00	19,282.51	22.87
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	26,250	318.94	6,665.47	0.00	19,584.53	25.39
<u>CONTRIBUTIONS</u>						
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	409,175	24,063.93	302,345.11	0.00	106,829.89	73.89
CONVENTION CENTER =====						
<u>SALARIES &amp; BENEFITS</u>						
001-910-101-00 CONFERENCE CENTER SALARIE	5,000	303.75	303.75	0.00	4,696.25	6.08
001-910-104-00 FICA TAX	385	23.24	23.24	0.00	361.76	6.04
TOTAL SALARIES & BENEFITS	5,385	326.99	326.99	0.00	5,058.01	6.07
<u>COMMODITIES</u>						
001-910-341-00 EVENT CENTER SUPPLIES	5,000	1,650.00	1,650.00	0.00	3,350.00	33.00
TOTAL COMMODITIES	5,000	1,650.00	1,650.00	0.00	3,350.00	33.00
<u>CAPITAL OUTLAY</u>						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,250	3,351.00	36,861.00	0.00	3,389.00	91.58
TOTAL CAPITAL OUTLAY	40,250	3,351.00	36,861.00	0.00	3,389.00	91.58
TOTAL CONVENTION CENTER	50,635	5,327.99	38,837.99	0.00	11,797.01	76.70
HISTORIC LANDMARKS =====						
<u>CONTRACTUAL SERVICES</u>						
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: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CONTRACTUAL SERVICES</b>						
001-976-213-00 SAFETY COMPLEX UTILITIES	20,000	1,097.16	9,667.90	0.00	10,332.10	48.34
001-976-216-00 SAFETY COMPLEX MAINT	7,000	1,055.15	3,809.12	0.00	3,190.88	54.42
001-976-226-00 SAFETY COMPLEX INSURANCE	9,000	0.00	4,555.00	0.00	4,445.00	50.61
TOTAL CONTRACTUAL SERVICES	36,000	2,152.31	18,032.02	0.00	17,967.98	50.09
<b>CAPITAL OUTLAY</b>						
001-976-459-00 SAFETY COMPLEX CAPITAL IM	80,000	0.00	0.00	0.00	80,000.00	0.00
001-976-459-01 PUBLIC SAFETY TRAINING FA	20,000	0.00	0.00	0.00	20,000.00	0.00
001-976-459-35 FEMA GRANT#2 GENERATOR EX	275,844	2,325.21	61,056.64	0.00	214,787.36	22.13
001-976-459-36 FEMA GRANT#1 GENERATOR EX	1,156,895	129,858.30	668,954.16	0.00	487,940.84	57.82
001-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,532,739	132,183.51	730,010.80	0.00	802,728.20	47.63
TOTAL PUBLIC SAFETY	1,568,739	134,335.82	748,042.82	0.00	820,696.18	47.68
TOTAL EXPENDITURES	8,862,809	678,471.36	6,038,240.45	17,525.48	2,807,043.07	68.33
REVENUE OVER/(UNDER) EXPENDITURES	( 1,157,467)	381,526.43	( 157,552.29)	( 17,525.48)	( 982,389.23)	15.13

C.3 Fire Captain Brian Elmore: Chief JB Kimble was unable to attend.

- ❖ From June 17-22, 2023, there will be the State Fire Academy for youth aged 14-17. The cost is \$375, and the Buckhannon Fired Department and the Upshur County Firefighter Association will each sponsor one student.
- ❖ Country Roads Fire Expo is coming back in January 2024.
- ❖ The Training Facility is coming along nicely. All are welcome to come see it at the old Waste Department facility on Mud Lick Road.
- ❖ Heritage Equipment has completed work on the truck and we hope to pick it up on Wednesday.
- ❖ Today is International Firefighters Day – kudos to all of our firefighters.

C.4 City Attorney- Tom O’Neill: Our answer to the filing to Circuit Court regarding the Zoning decision has been filed.

D. Correspondence & Information:

D.1 Notice of Public Hearing-Cable Television Franchise Renewal Agreement-Cequel III Communications II, LLC dba OPTIMUM at City Hall in Council Chamber on Monday, May 22, 2023 at 6PM

CITY OF BUCKHANNON  
NOTICE OF PUBLIC HEARING

CEQUEL III COMMUNICATIONS II, LLC dba OPTIMUM  
Application for renewal of cable franchise  
Authority within the City of Buckhannon

On March 22, 2023, Cequel III Communications II, LLC, a Delaware limited liability company, doing business as Optimum, filed an application for Renewal of its franchise to operate a Cable Television system within the municipal boundaries of the City of Buckhannon, West Virginia. Optimum seeks a ten (10) year renewal of its non-exclusive cable franchise.

Optimum’s application is available for public inspection at Buckhannon City Hall, 70 East Main Street, Buckhannon, West Virginia 26201. The matter of the franchise renewal has been referred by the Buckhannon City Council to the City’s Cable Television Board for consideration and recommendation on potential action.

Anyone wishing to comment on Optimum’s application may do so in writing directed to **Cable Television Board, City of Buckhannon, 70 East Main Street, Buckhannon, West Virginia 26201**. In addition, a public hearing on Optimum’s application will be conducted by the City’s Cable Television Board on **Monday, May 22, 2023 at 6:00 p.m. in the City Council Chambers at Buckhannon City Hall**. The Board will further meet on Wednesday, June 7, 2023 at 4:15 p.m. in the City Council Chambers at Buckhannon City Hall to consider its recommendation to the City Council on the application. Any comments on the application must be delivered by that time in order to be considered.

Posted 05/01/2023  
Publish Dates 05/06/2023 & 05/13/2023

**D.2 Reschedule City Council Meeting Date of May 18 for Tuesday, May 16, 2023 at 7pm due to conflict with the West Virginia Strawberry Festival Events**

**D.3 West Virginia Strawberry Festival Horse and Carriage Parade has been Postponed:** The Extension Office tried very hard to interest people in participating in the parade, but did not get enough response. The ones who were interested have been invited to participate in the Junior Royalty Parade.



**April 27, 2023**

For 81 years, The West Virginia Strawberry Festival has committed to providing family entertainment. Our mission to host quality events and promote agriculture, arts and culture has been firmly upheld through the years, and stands true today.

After much deliberation and discussion, the Board of Directors of the West Virginia Strawberry Festival has decided to postpone the horse and carriage parade.

Let us be the first to say this is truly heartbreaking for us and everyone who has enjoyed the parade as much as we enjoy producing it. It is no secret that we have seen a decline in participation for this event since COVID-19. In 2022 specifically, the parade simply did not live up to our standards. We shared your disappointment, and we will not subject you to an event which does not meet the benchmark standard you expect for our events.

Although you will not see the horse and carriage parade on Saturday, May 13, you will still have a chance to view horses and handlers who return on Thursday, May 18 throughout the Junior Royalty Parade. For clarification, all other events will continue as scheduled.

Again, we assure you that our decision did not come lightly. Our goal stands firm at making memories for you and your family, and we aim to do that throughout our 9 days of fun-filled events. From the bottom of our hearts: we appreciate your continued support, and we can't wait to see you for the 81st West Virginia Strawberry Festival.

**President  
81st WVSF Board of Directors**

**D.4 Notification to Residents/Businesses Located along the Parade Route & Lineup Staging Areas:** Cars who remain parked in the Parade Route and Lineup Staging areas will be removed.

**IMPORTANT MESSAGE REGARDING  
PARADE ROUTE INFORMATION  
BUCKHANNON WV**

April 24, 2023

To: Buckhannon Residents or Businesses; primarily located along the Parade Route and line-up staging areas

From: Buckhannon Police Department and Upshur County Dept of Homeland Security & Emergency Management

You may or may not know that two major events will be held this year in Buckhannon featuring several parades.

We want to keep all participants safe and inform local residents living in these areas what will be occurring during those times.

As a courtesy, since you may be located on one of these streets, we wanted to share this information with you in advance so you can plan accordingly.

The first parades will be for the WV Strawberry Festival which will be held as follows:

WV Strawberry Festival – Horse and Carriage Parade – Saturday, May 13, 2023

WV Strawberry Festival – Junior Royalty Parade – Thursday, May 18, 2023

WV Strawberry Festival – Firemen's Parade – Friday, May 19, 2023

WV Strawberry Festival – Grand Feature Parade – Saturday, May 20, 2023

The second event is the World Association of Marching Show Bands (WAMSB) – July 17-24, 2023

Maps included indicate:

- Staging and line-up of participants in Blue
- Parade route in Yellow
- Line-up and staging perimeter in Orange.
- Firemen's Parade line-up/staging streets in Green

Note that the **Orange** perimeter indicates that the STREETS WILL BE BLOCKED AND CLOSED FROM LOCAL TRAFFIC.

Note that the **Yellow** is the Parade Route and signs will be posted for NO PARKING. Any vehicles parked on the Yellow parade route at times indicated below and on posted signs **WILL BE TOWED AT OWNERS EXPENSE.**

Note that the **Blue** staging area will be where participants in the parade will line-up. NO TRAFFIC will be permitted while participants are lined up on the streets.

Note that the **Green** is the staging streets for only the Firemen's Parade

An important change is that the parade route has been extended past the library.

Below is a more detail list of times, dates and areas that will be used by each event:

***Horse and Carriage Parade – Saturday, May 13, 2023 –***

Line-up and staging beginning at 12:00 pm. All of Camden Avenue will be barricaded at every intersection from Moore Ave to South Florida St. No traffic can cross Camden Ave.

No Parking on Parade Route (yellow path) beginning at 12:00 pm. Vehicles will be towed at owner's expense.

Parade will begin at 1:00 pm.

***Junior Royalty Parade – Thursday, May 18, 2023 –***

Line-up and staging will begin at 5:30 pm. ALL streets in blue, orange and yellow on the attached map will be used in both the Junior Royalty Parade and Grand Feature Parade. No traffic will be permitted in the staging/line-up streets.

No Parking on Parade route (yellow path) beginning at 5:30 pm. Vehicles will be towed at owner's expense.

Parade will begin at 6:30 pm.

***Firemen's Parade – Friday, May 19, 2023 –***

Line-up and staging will begin at 5:00 pm. These participants use all of College Ave, from South Kanawha St to Lumber St and all of Tucker St from South Kanawha St to S Florida St. No traffic will be permitted in the staging/line-up streets.

No Parking on the Parade Route (yellow path) beginning 5:00 pm. Vehicles will be towed at owner's expense.

Parade will begin at 6:30 pm.

***Grand Feature Parade – Saturday, May 20, 2023-***

Line-up and staging will begin at 10:00 am. ALL streets in blue, orange and yellow on the attached map will be used. No traffic will be permitted in the staging/line-up streets.

No Parking on Parade Route (yellow path) will begin at 10:00 am. Vehicles will be towed at owner's expense.

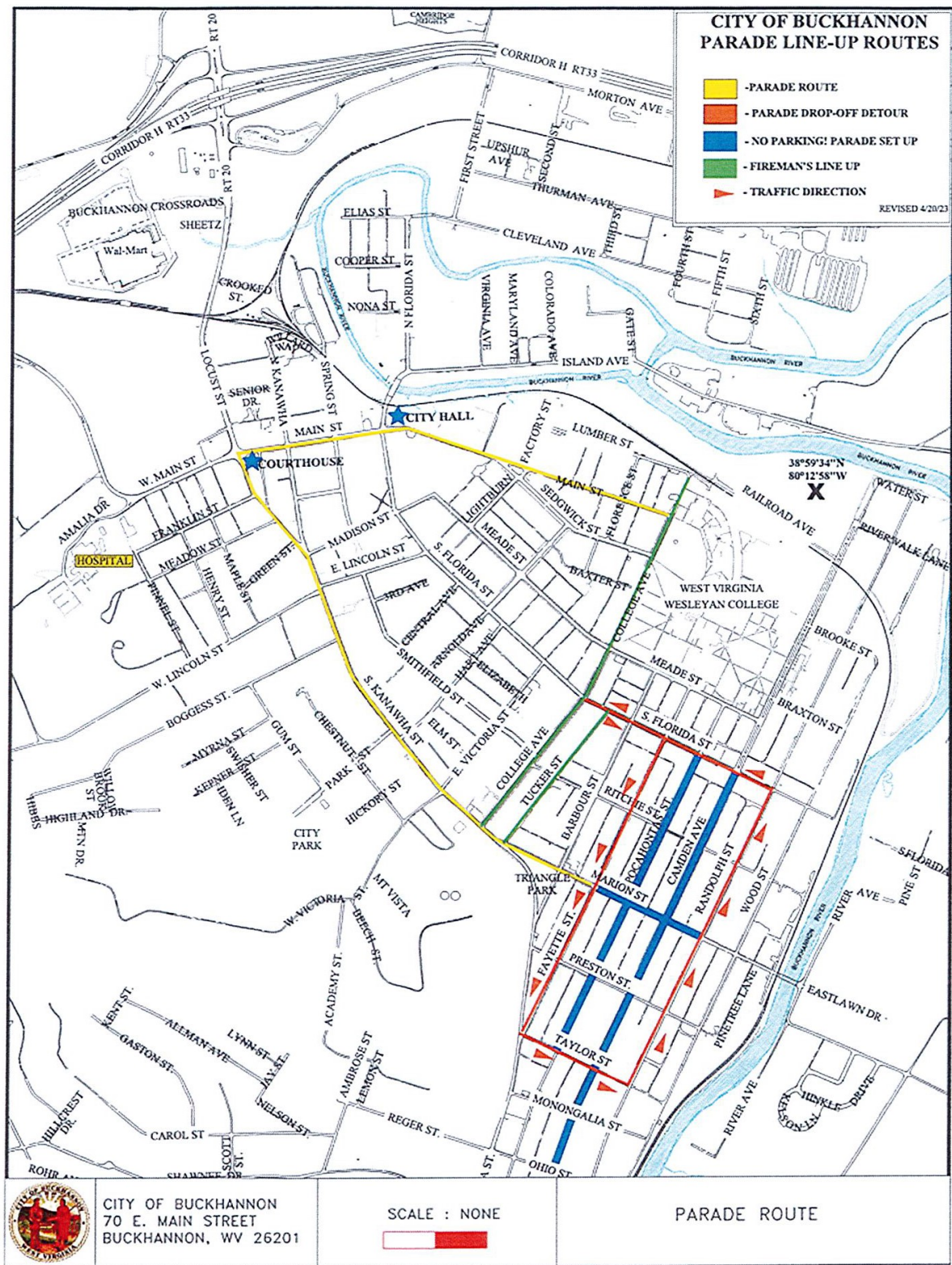
A mile long Strawberry Run begins at 12:00 pm to be followed by Antique Cars, to be followed by the Grand Feature Parade at 1:00 pm.



**World Association of Marching Show Bands (WAMSB) – Saturday, July 22, 2023-**

The same Parade Route, staging and line-up streets will be used as the Strawberry Grand Feature Parade. Line-up and staging will begin at 9:30 am. ALL street in blue, orange and yellow on the attached map will be used. No traffic will be permitted in the staging/line-up streets. No Parking on Parade Route (yellow path) will begin at 11:00 am. Vehicles will be towed at owner’s expense Parade will begin at 12:00 pm.

If you have any questions regarding this notice, please contact the Buckhannon Police Department at 304-472-5723.



**D.5 Parks & Recreation Advisory Board-Approval by CPWB:**

- ❖ **Placement of Signage At All City Parks including the Poundstone River Walk Trail Park Closed Sunset to Sunrise** - We needed the specific language of Closed Sunset to Sunrise in order to assist the BPD to enforce.
- ❖ **Closure of the Harley Brown Rotary Park located at 196 S Florida Street/Corner of Wood Street**-The Harley Brown Rotary Park space will remain a green space, possibly as a community orchard or community garden.



**D.6 Placement of Historic Districts Signage:** We have submitted an official request to the State. These would also be seen as community legitimizers, stating that we have historical districts to offer.

- ❖ Replace Existing Directional Signage 33W Off Ramp onto Rt 20
- ❖ Replace Existing “Main Street” Directional Signage 33E Off Ramp onto Old Weston Road
- ❖ Placement of Signage at Mile Marker 15.0 on Corridor H Westbound toward Buckhannon
- ❖ Placement of Signage at Mile Marker 10.75 on Corridor H Eastbound toward Buckhannon

**D.7 Report of Cat & Dog Activity –Upshur County Commission-March 2023**

- Cats brought in by City Trapper 0
- Cats brought in by Animal Control Officer 3
- Cats brought in by County Residents 32
- Dogs brought by Animal Control Officer 8

**D.8 Notice Advertisement for Bids REAP Grant Demolition Project** –Amby is currently working on the notice.

- E. Consent Agenda**  
**E.1 Approval of Minutes -Regular Meeting 04/20/23**  
**E.2 Approval of Building and Wiring Permits**



**Permit Fee Report #75846-#75863**

**04/20/2023 - 05/03/2023**

Permit #	Applicant Name	Applicant Address	Primary Contractor	Description	Project Cost	Fee Amount	Electrical Property Type	Asbestos Inspection	Zoning Approval Date	Historic Property	Flood Zone Area	Flood Zone /Elevation Certificate	FEMA Accessory Use
75860	Novelis Buckhannon	1 Moore Ave	Commercial Builders Inc of WV	Employee Restroom & Kitchen Renovation Project-Phase II Office Area	142,000.00	781.00		Yes -If yes attach report		No	Zone A	Yes -If yes attach report	
75854	Bulk Food Superstore	7 East Main St		Signage 36 sqft	1,986.00	15.00			4/21/2023	Yes	N/A	No	
					143,986.00	796.00							

**Group Total: 2**

**Group: No Charge**

75857	Buckhannon Upshur Health Department	15 N Locust St		Replacement Storage Building 14'x24'	9,265.00	0.00			4/28/2023	Yes		No	
					9,265.00	0.00							

**Group Total: 1**

**Group: Residential (non-commercial)**

75861	GLENND ALE DEFORE	28 CENTRAL AVE	RELIABLE ROOFING & SHEET METAL	REROOF-REMOVING SHINGLES REPLACE WITH SHINGLES REPAIR	15,000.00	165.00		Yes -If yes attach report		Yes	N/A	No	No
-------	-------------------	----------------	--------------------------------	---	-----------	--------	--	---------------------------	--	-----	-----	----	----

				ROTTEN WOOD									
75862	JAMES CARPENTER	23 FATOLN		REROOF W/ SHINGLES	7,234.88	79.58		Yes -If yes attach report		No	Zone A	Yes-Elevation Cert. Not Required	No
75863	BRANDI KNIGHT	15 SEDGEWICK ST		PREFAB SHED 12 FT X 20FT (JRT RENTALS 1467 OLD WESTON RD)	6,000.00	66.00		No	5/1/2023	Yes	N/A	No	No
75858	RAY SINES	9 ACADEMY		SIDING AND WINDOWS	2,400.00	26.40		No		No	N/A	No	No
75859	LATASHA URBINAROSAS	3 THIRD AVE		REPLACE EXTERIOR WALL AND PART OF THE FLOOR AT BACK OF THE HOUSE. (REPLACING PLYWOOD AND SOME 2X4s.)	2,500.00	27.50		No		Yes	Zone AE	No	No
75856	BENJAMIN LEIGH	18 1/2 ISLAND AVE		6FT HIGH PRIVACY FENCE WOODEN	1,800.00	19.80		No	4/26/2023	Yes	Zone X	No	No
75855	PAULA POTTS	140 CAMDEN AVE	TWISTED WIRE	INTERIOR REMODAL, PAINT, PUT IN 6 WINDOWS ELECTRICAL UPGRADE	5,000.00	55.00	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
75853	AMY MOORE	18 FIRST ST		REPLACE BOARDS ON EXISTING DECK	1,500.00	16.50		No		No	Zone AE	No	No
75852	Bruce Hewitt	123 Fayette St		Fence 6' Hght	600.00	10.00			4/24/2023	No	N/A	No	
75851	LEOLA JANE CUTLIP	34 BOGGESS ST		ENCLOSE BACK PORCH-WINDOWS , REPLACE ROOF-REMOVE FIBERGLASS REPLACE WITH METAL 10 FT X 24 FT	3,400.00	37.40		No	4/24/2023	No	N/A	No	No
75849	RICHARD FORD	9 MYRNA ST	ERNEST SMALL PAVING	PAVING EXISTING GRAVEL DRIVEWAY OK PER VINCENT SMITH AND BRAD HAWKINS	5,000.00	55.00		No		No	N/A	No	No
75850	JAMES TRIVOLLETTE	9 3RD AVE		6FT HEIGHT FENCE WOOD	2,000.00	22.00		No	4/21/2023	No	Zone AE	No	No
75848	ELAINE WARE	31 TUGGLE ST		10'X12' GAZEBO	3,000.00	33.00		No	4/14/2023	No	N/A	No	No

75846	MELLISA COLLINS	8 ELIAS ST		REROOF PORCH- REMOVE SHINGLES AND REPLACE WITH TIN, REPLACE WOOD ON WINDOWS ILLS	2,000.00	22.00		Yes -If yes attach report		No	Zon e AE	No	No
75847	STEPHEN POSEY	48 BOGGES S	Junction Box Electric	NEW ADDITION , SCREENED IN PORCH	13,000.00	143.00	B1 Single Family Residential (New Construct ion)	No	4/22/2022	No	N/A	No	No
					70,434.88	778.18							

Group Total: 15

Group: Residential Electrical Fee

75855	PAULA POTTS	140 CAMDEN AVE	TWISTE D WIRE	INTERIOR REMODAL, PAINT, PUT IN 6 WINDOWS ELECTRIC AL UPGRADE	5,000.00	100.00	B2 Single Family Residential (500 sq ft)	No		No	N/A	No	No
75847	STEPHEN POSEY	48 BOGGES S	Junction Box Electric	NEW ADDITION , SCREENED IN PORCH	13,000.00	100.00	B1 Single Family Residential (New Construct ion)	No	4/22/2022	No	N/A	No	No
					18,000.00	200.00							

Group Total: 2

Group: Zoning Application Fee

75854	Bulk Food Supersto re	7 East Main St		Signage 36 sqft	1,986.00	20.00			4/21/2023	Yes	N/A	No	
75852	Bruce Hewitt	123 Fayette St		Fence 6' Hght	600.00	20.00			4/24/2023	No	N/A	No	
75851	LEOLA JANE CUTLIP	34 BOGGES S ST		ENCLOSE BACK PORCH- WINDOWS , REPLACE ROOF- REMOVE FIBERGLA SS REPLACE WITH METAL 10 FT X 24 FT	3,400.00	20.00		No	4/24/2023	No	N/A	No	No
75850	JAMES TRIVOLE TTE	9 3RD AVE		6FT HEIGHT FENCE WOOD	2,000.00	20.00		No	4/21/2023	No	Zon e AE	No	No
75848	ELAINE WARE	31 TUGGLE ST		10'X12' GAZEBO	3,000.00	20.00		No	4/14/2023	No	N/A	No	No
					10,986.00	100.00							

Group Total: 5

					252,671.88	1,874.18							
--	--	--	--	--	------------	----------	--	--	--	--	--	--	--

Total Records: 25

5/4/2023

E.3 Approval of Payment of the Bills:

APRIL 2023 GENERAL FUND PAYMENT OF BILLS

- \$28,571.29 – CAPITAL ELECTRIC – LIGHT POLES & FIXTURES FOR GATEWAY WEST PHASE II SOUTH SIDEWALK PROJECT
- \$10,501.05 – BRUFFY TRUCKING – STONE FOR SHAWNEE DR, SCOTT ST, & MADISON ST LOT
- \$11,777.81 – CENTRAL SUPPLY – CONCRETE FOR FLORIDA ST SIDEWALKS
- \$2,200.00 – SEALCOAT CONCEPTS – PAINT CURBS NEAR COLLEGE
- \$10,840.50 – TRADEWORX – LABOR FOR S. FLORIDA STREET & 18X20 CONEX CONTAINER
- \$3,300.00 – BENJAMIN LEE ARISMAN – MOW CITY LOTS 4/10-4/23
- \$15,180.00 – GARY WAYNE STROPE III – 253 YDS TOPSOIL MADISON STREET LOT
- \$3,480.00 – THE SIGN GUY – 116 STREET SIGN FACES
- \$2,560.52 – LOWES – MATERIALS FOR CAC
- \$15,396.88 – TRADEWORX – LABOR AT THEATRE

05-03-2023 11:17 AM		DISBURSEMENTS 4/21/23 tp 4/30/23				
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
MAYOR'S OFFICE	REGION VII PLANNING PDC	409-341-00	MAYOR'S SUPPLIES & M	GIS SVCS 8/1/22- 3/31/23	27.50	
		409-341-00	MAYOR'S SUPPLIES & M	GIS SVCS 8/1/22- 3/31/23	192.50	
		409-341-00	MAYOR'S SUPPLIES & M	GIS SVCS 8/1/22- 3/31/23	27.50	
		409-341-00	MAYOR'S SUPPLIES & M	GIS SVCS 8/1/22- 3/31/23	27.50	
		409-341-00	MAYOR'S SUPPLIES & M	GIS SVCS 8/1/22- 3/31/23	82.50	
		409-341-00	MAYOR'S SUPPLIES & M	GIS SVCS 8/1/22- 3/31/23	55.00	
	GATES SUPPLY	409-341-00	MAYOR'S SUPPLIES & M	34" PAPER FOR PLOTTER	31.10	
	LOWES BUSINESS ACCOUNTS	409-341-00	MAYOR'S SUPPLIES & M	SPOT CLEANER - CITY HALL	6.64	
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	67.56	
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	60.89	
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	18.01	
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	MARCH 2023 AA FEES	223.32	
	TOSHIBA FINANCIAL SERVICES	409-341-00	MAYOR'S SUPPLIES & M	APR 2023 CITY HALL COPIER	149.49	
	WV MUNICIPAL LEAGUE CONFEREN	409-341-05	EVENT/FIREWORK EXPEN	WVML FALL BD MEETING MAYO	1,150.00	
	WALMART STORES INC -BUCKHANN	409-341-00	MAYOR'S SUPPLIES & M	CLEANING SUPPLS CITYHALL	25.28	
		409-341-00	MAYOR'S SUPPLIES & M	RECHARGABLE BATTERIE	24.82	
		409-341-00	MAYOR'S SUPPLIES & M	CLEANING SUPPLIES CITYHAL	34.69	
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	99.82	
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	23.35	
	U.S. POSTAL SERVICE (CMRS-FP	409-218-00	MAYOR'S POSTAGE	APRIL 2023 POSTAGE	250.00	
	FP FINANCE PROGRAM	409-218-00	MAYOR'S POSTAGE	APR 2023 MAILER & INSERTER	94.31	
	FRONTIER	409-211-00	MAYOR'S TELEPHONE	472-1651-101515-4 CITY HAL	70.12	
		409-211-00	MAYOR'S TELEPHONE	304-003-2273-060600-4	24.18	
05-03-2023 11:17 AM		DISBURSEMENTS 4/21/23 tp 4/30/23				
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
COUNCIL	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	1,621.55	
				TOTAL:	4,387.63	
	WV PUBLIC EMPLOYEES RETIREME	410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	18.00	
	THOMAS J O'NEILL	410-223-00	PROFESSIONAL (LEGAL)	MAY 2023 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	
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	1,000.00	
				TOTAL:	2,344.50	
	RECORDER	LOUDIN INSURANCE AGENCY INC	411-226-00	INSURANCE/COMPENSATI	SURETY BOND SANDERS 2023	219.00
		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	
**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	500.00		
			TOTAL:	774.54		
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	
**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	313.18		
			TOTAL:	393.52		
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	
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	625.00	
			TOTAL:	672.81		
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	
**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	823.30		
			TOTAL:	1,035.06		
ZONING	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	
**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	1,500.00		
			TOTAL:	1,884.75		
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110088782062 70 E MAIN ST	1,163.24	
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CITY HALL APR 2023 PEST CO	31.00	
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	147.02	
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	134.02	
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	100.37	
	440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	23.47		



05-03-2023 11:17 AM

DISBURSEMENTS 4/21/23 tp 4/30/23

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023 TOTAL:	1,633.50 3,232.62
POLICE	GALLS LLC	700-341-00	POLICE DEPT. MAT & S	GUN MOUNT, USB BATTERY	385.91
		700-341-00	POLICE DEPT. MAT & S	DOUBLE MAG POUCH	57.70
	TATE COMMUNICATIONS	700-341-00	POLICE DEPT. MAT & S	TELEPHONE INSTALLATION PD	173.68
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	CAR WASHES APRIL 2023	25.00
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,908.34
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	2,026.57
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	835.25
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	925.58
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,907.45
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	446.10
	MSVS OF BUCKHANNON, PLLC	700-341-00	POLICE DEPT. MAT & S	VETERINARY CARE K9 ERROS	66.88
		700-341-00	POLICE DEPT. MAT & S	MEDICATION K9 ERROS	24.22
	UNIFORM OUTFITTERS, LLC.	700-341-05	POLICE VIPS EXPENSES	REVERSIBLE JACKETS	478.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	116.02
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023 TOTAL:	31,030.25 40,406.95
FIRE	J.P. MORGAN EQUIPMENT FINAN	706-459-00	FIRE DEPT. CAPITAL O	MAY 2023 FIRE TRK PYMT	3,678.20
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	FIRE DEPT APRIL 2023 PEST	42.00
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	678.85
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	748.50
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,167.62
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,183.63
	HERITAGE FIRE EQUIPMENT LLC	706-343-00	FIRE DEPT. AUTO SUPP	SEAT CUSHION ENG 1	276.28
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,370.66
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	320.56
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	96.23
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023 TOTAL:	21,279.28 30,841.81
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110088783078 22 S FLORIDA	1,137.71
	REGION VII PLANNING PDC	750-341-00	STREET DEPT. MAT & S	GIS SVCS 8/1/22- 3/31/23	275.00
		750-341-00	STREET DEPT. MAT & S	GIS SVCS 8/1/22- 3/31/23	275.00
		750-341-00	STREET DEPT. MAT & S	GIS SVCS 8/1/22- 3/31/23	55.00
		750-341-00	STREET DEPT. MAT & S	GIS SVCS 8/1/22- 3/31/23	55.00
	COLE TRUCK PARTS INC	750-343-00	STREET DEPT. AUTO SU	4" EXHAUST ELBOW FOR S-10	48.08
	RITE-WAY HEATING & PLUMBING	750-458-05	STREET DEPT PROJECTS	PVC PIPE & FTTGS FLORIDA	68.05
		750-458-05	STREET DEPT PROJECTS	PVC PRIMER FLORIDA S	5.49
	CAPITAL ELECTRIC	750-458-08	GATEWAY WEST GRANT E	LIGHTS GWW II SOUTH SIDEW	28,571.29
	SCOTT ELECTRIC CORP	750-458-05	STREET DEPT PROJECTS	3" PVC CAPS & CEMENT	80.71
	LOWES BUSINESS ACCOUNTS	750-458-05	STREET DEPT PROJECTS	3" PVC CAPS AND CEMENT	153.11
		750-341-00	STREET DEPT. MAT & S	SCREWS & BITS	66.90
	BRUFFEY TRUCKING INC	750-458-05	STREET DEPT PROJECTS	STONE MIXING CONCRET	3,146.80
		750-458-05	STREET DEPT PROJECTS	STONE FOR SHAWNEE & SCOTT	1,403.02
		750-458-05	STREET DEPT PROJECTS	STONE FOR SHAWNEE & SCOTT	577.92
		750-458-05	STREET DEPT PROJECTS	STONE FOR SCOTT & SHAWNEE	1,282.85
		750-458-05	STREET DEPT PROJECTS	STONE FOR MADISON LOT	4,090.46
	CENTRAL SUPPLY CO	750-458-05	STREET DEPT PROJECTS	10 YDS CONCRETE FLORIDA S	1,987.71
		750-458-05	STREET DEPT PROJECTS	20YDS CONCRETE FLOR	3,971.96
		750-458-05	STREET DEPT PROJECTS	30YDS CONCRETE FLORI	5,818.14
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	MAY 2023 CONCRETE TRK PYMT	2,676.74

05-03-2023 11:17 AM

DISBURSEMENTS 4/21/23 tp 4/30/23

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		906-450-01	THEATRE BLDG	PAINT & SUPPLIES	337.60
		906-450-01	THEATRE BLDG	FOAM MINI ROLLER	10.42
		906-450-01	THEATRE BLDG	HD CLEANER & BONDING	22.48
		906-450-01	THEATRE BLDG	BLK PIPE & FITTINGS	74.72
		906-450-01	THEATRE BLDG	CEMENT MIX & TROWEL	21.63
		906-450-01	THEATRE BLDG	MASONRY BITS	8.06
		906-450-01	THEATRE BLDG	EXT PRIMER & SHIMS	20.87
		906-450-01	THEATRE BLDG	TILE SPACERS	14.24
		906-450-01	THEATRE BLDG	CUT-OFF WHEEL	18.99
		906-450-01	THEATRE BLDG	HEX BITS	57.88
		906-450-01	THEATRE BLDG	SPRAY PAINT& RACEWAY	318.61
		906-450-01	THEATRE BLDG	SPRAY PAINT	6.95
		906-450-01	THEATRE BLDG	SPRAY PAINT	3.18
		906-450-01	THEATRE BLDG	ADHESIVE SPRAY, TAPE	43.84
		906-450-01	THEATRE BLDG	UF WIRE, CONNECTOR	167.17
		906-450-01	THEATRE BLDG	BIT EXTENSIONS	25.62
		906-450-01	THEATRE BLDG	DECK SCREWS	10.44
		906-450-01	THEATRE BLDG	LED CEILING LIGHTS	303.99
	DODSON BROS EXTERMINATING CO	906-216-00	THEATRE MAINTENANCE/	CAC PEST CNTRL APRIL 2023	100.00
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	120.15
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	110.70
	WALMART STORES INC -BUCKHANN	906-341-00	CAC SUPPLIES & EXPEN	COMPUTER & IPAD CHRGR CAC	424.78
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	82.77
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	19.36
	IRVIN & TOEDT LLC	906-341-00	CAC SUPPLIES & EXPEN	INV I FOR CAC	125.00
	ROZELLE ENTERPRISES DBA TRAD	906-450-01	THEATRE BLDG	WORK @ THEATRE	15,396.88
	WV DANCE CO.	906-341-00	CAC SUPPLIES & EXPEN	CONTRIBUTION FOR EXPENSES	300.00
	BUMS THEATRE CLUB	906-341-00	CAC SUPPLIES & EXPEN	REIMB CC DONATION TAKEN @	75.00
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023 TOTAL:	1,335.00 20,650.16
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110084592119 SYC	534.17
		907-213-00	UTILITIES	110084767208 79 E MAIN ST	5.31
	A F WENDLING INC	907-361-00	AFTER SCHOOL SUPPLIE	PAPER TOWELS	72.34
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	1,104.18
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	225.05
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	215.60
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	248.74
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	240.08
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	134.83
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	53.57
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	15.22
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	497.63
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	116.39
	FRONTIER	907-211-00	TELEPHONES	473-0145-042701-4 SYC	204.07
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023 TOTAL:	8,025.94 11,693.12
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER MAY 2023	3,351.00
	INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	16.74
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	3.92
	LYNX WV INC	910-341-00	EVENT CENTER SUPPLIE	INTERNET FOR EVENT CENTER	1,650.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			4/21/2023 - 4/30/2023	270.00
				TOTAL:	5,291.66
PUBLIC SAFETY	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	947.16
	GEORGE L. WILSON INC.	976-216-00	SAFETY COMPLEX MAINT	REPLACE EXT DOOR HANDLE	565.00
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	POLICE APR 2023 PEST CONTR	45.00
	TRI-COUNTY ELECTRIC CO. INC	976-459-36	FEMA GRANT#1 GENERAT	INSTLTN FEMA GEN RWI	59,037.30
				TOTAL:	60,594.46

Motion by Rylands/Reger to approve the Consent Agenda. Motion carried unanimously.

F. Strategic Issues for Discussion and/or Vote:

F.1 Approval Mayor’s Authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement 2023:

CONSULTING AGREEMENT

This Consulting Agreement (“Agreement”) is made and entered into effective as of July 1, 2023 by and between USI Insurance Services LLC (“Consultant”) located at One Hillcrest Drive, East, Suite 300, Charleston, WV, 25311 and the City of Buckhannon, (“Company”), Attn: Amberle Jenkins, Assistant Recorder, Director of Finance and Administration, 70 East Main Street, Buckhannon, WV, 26201 with respect to consulting services, described in the attached **Exhibit A**, to be provided by Consultant.

1. The term of this Agreement will be for a period of 12 months (unless earlier terminated as described below) beginning July 1, 2023 and ending June 30, 2024 (the “Term”). Upon expiration of the Term, this Agreement may be renewed upon the written agreement of both parties hereunder.
2. As payment for the provision of the Consulting Services, during the Term of this Agreement, the Company will pay to the Consultant a fee of \$20,000.00 annually which will be paid at \$5,000.00 quarterly (“Consulting Fee”). The Consulting Fee shall be invoiced and payable upon receipt by the Company. The Consultant's invoice shall include a summary description of the Consulting Services rendered and such other information as may be reasonably requested by Company.
3. Nothing under this Agreement shall be construed as creating any partnership, joint venture or agency between the Company and the Consultant. The Consultant shall act solely as an independent contractor and, as such, is not authorized to bind the Company to third parties. Neither federal, state, nor local taxes of any kind shall be withheld or paid by the Company on behalf of the Consultant in connection with payments made by the Company under Section 2 hereof. The Consultant shall be responsible for determining the amounts of and making all such payments. Consultant shall be solely responsible for all expenses incurred related to the performance of the Consulting Services. The Consultant shall indemnify, defend and hold the Company, its officers, directors, agents, employees, contractors and shareholders harmless from and against any and all claims, liabilities, losses, damages, costs and expenses (including, without limitation, attorneys’ fees and expenses) arising out of or relating to the foregoing responsibility of the Consultant.
4. This Agreement may be terminated by either party upon forty-five (45) days written notice to the other party; provided, however, that either party may terminate this Agreement immediately for “cause” upon written notice to the other party. Any such termination of this Agreement shall be effective on the date specified in the notice. Any written notice of intent to terminate the Agreement shall comply with Section 7 hereof. For purposes of the Agreement, “cause” shall mean: (i) commission by Consultant of a willful and material act of dishonesty in the course of Consultant performing the Consulting Services hereunder, (ii) Consultant's personal, willful and continuing misconduct or refusal to perform the Consulting

Services; (iii) material non-compliance by Consultant or the Company with the terms of this Agreement. The obligations of Consultant under Section 5 of this Agreement shall survive termination of this Agreement, and shall remain in effect in accordance with the terms of said Sections.

5. The parties acknowledge that information made available by Consultant and the Company to each other and any individual or entity employed or retained by Consultant or Company, prior to or during the term of this Agreement, concerning or relating to the operation of the parties’ business is confidential. The Consultant and Company agree that such information shall be treated as confidential and used only for the advancement of the interests of the parties, and shall not be disclosed or used without prior written consent. The parties further agree to return all material containing such confidential information whenever requested to do so. The foregoing shall not apply to any information that is in the public domain other than by reason of wrongful disclosure by Consultant or Company. Consultant agrees not to disclose or make reference to the subject matter of this Agreement in any marketing or advertising materials without the consent of the Company. This confidentiality provision shall survive termination and expiration of this Agreement.
6. If any provision of this Agreement shall be determined to be invalid, illegal or unenforceable, either in whole or in part, this Agreement shall be deemed amended to delete or modify, as necessary, the offending provisions and to alter the balance of this Agreement in order to render the same valid, legal and enforceable to the fullest extent permissible.
7. All notices and other communications hereunder shall be in writing and shall be mailed by first class, registered or certified mail, return receipt requested, or postage prepaid or personally delivered (including delivery by overnight couriers such as Federal Express), addressed as follows:

If to the Consultant:

USI INSURANCE SERVICES LLC  
200 Summit Lake Drive  
Suite 350  
Valhalla, New York 10595  
Attention: General Counsel

If to the Consultant:

USI INSURANCE SERVICES LLC  
One Hillcrest Drive East, Suite 300  
Charleston, WV 25311  
Attention: Cheryl Kelly

If to the Company:

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201  
Attention: Amberle Jenkins

Each party hereto may designate in writing a new address to which any notice or other communication may thereafter be so given, served or sent. Each notice or other communication that shall be mailed in the manner described above shall be deemed sufficiently given, served, sent or received for all purposes at such time as it is delivered to the addressee or at such time as delivery is refused by the addressee upon presentation.

8. The parties may not assign any rights and obligations under this Agreement to any other person, entity, or successor in interest, whether by merger, acquisition, reorganization or otherwise without the written consent of the other party.
9. This Agreement is to be executed and performed in the state of the USI office that is a signatory to this Agreement, and shall be construed in accordance with the laws of such State.
10. This Agreement sets forth the entire understanding of the parties hereto relating to the retention of the Consultant by the Company, and all other previous or contemporaneous understandings or agreements, whether written or oral, are hereby superseded. None of the terms or provisions hereof shall be modified or waived, and this Agreement may not be amended or terminated, except by a written instrument signed by the party against which modification, waiver, amendment or termination is to be enforced. No waiver of any one provision shall be construed as a waiver of any other provision and the fact that an obligation is waived for a period of time shall not be considered to be a continuous waiver.



Exhibit A

The Consulting Services shall consist of the following services:

**I. Ongoing Routine Assistance**

USI will assign an Account Manager/Consultant to your organization that will be responsible for managing your benefits program. This individual will coordinate the activities of the entire USI "team" to ensure that all aspects of your benefit program are handled both efficiently and effectively.

The Account Manager/Consultant is also available to provide advice on an as-needed basis. Often, such assistance involves answering questions related to plan design, claims administration, COBRA administration, coverage issues, and other matters that inevitably arise in the day-to-day administration of a benefit program.

The Account Manager/Consultant can also provide access to other USI divisions that may be able to provide supplemental services for your needs, e.g. wealth management, retirement plan and 401K administration, and property/casualty insurance.

**II. Objective Setting and Review of Benefit Program**

Setting objectives is critical to the success of any benefit program. We will help you develop organizational goals and objectives which need to be achieved through your benefit programs. In addition, we will continue to review your current plan design and recommend alternatives which will help manage costs while at the same time maintain a competitive comprehensive benefit program.

**III. Provide Expert Advice on Legislative and Regulatory Issues Affecting Benefit Plans**

USI often provides summaries to clients of developments affecting the administration, design and funding of employee benefit programs - whether those developments are legislative, regulatory, competitive, or demographic. In addition, you will receive a variety of special publications to keep you up to date on benefits issues.

**IV. Prepare Loss Experience Reports**

Depending upon the size of the group insured, and the availability of data, we may supply you with reports which interpret carrier claim reports on a regular basis. This will enable you to prepare for future budgeting requirements.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the date first above written.

USI INSURANCE SERVICES LLC

Effective Date: July 1, 2023

By: James P Crouse

Name: James P Crouse

Title: WV Practice Leader

Date: 05-08-2023

CITY OF BUCKHANNON

By: Robert Neal Skinner, III

Name: Robert Neal Skinner, III

Title: Mayor, City of Buckhannon

Date: May 4, 2023

**Motion by McCauley/Sanders to approve Mayor's authority to Execute USI WV Public Employees Insurance Agency Consulting Agreement 2023. Motion carried unanimously.**

**F.2 Letter of Request from West Virginia Wesleyan College for Assistance in the Demolition Project at 85 Wood Street:**



April 4, 2023

Dear Mayor Skinner and Members of the Buckhannon City Council,

Please accept this letter as a formal request for assistance in razing a property that the College owns and feels is in need of removal. We have become aware that the City has previously provided such assistance to the County BOE when they were expanding their parking area by removing a large, metal structure that was impeding development. We respectfully request similar assistance relative to 85 Wood Street, an unoccupied, two story building that is of no practical use to the College.

This demolition project will be a critical step towards converting more of our properties to green spaces, which will be of aesthetic value to the College and to Municipal residents. As we consider long-range planning of our campus perimeter, and we embark on facilities master planning efforts, rest assured that the well-being of citizens of the City of Buckhannon will remain a top priority of our administration.

Thank you for considering this request,

A handwritten signature in black ink, appearing to read 'J. H. Moore'.

James H. Moore, PhD  
President  
West Virginia Wesleyan College

**Motion by Sanders/Thomas to give assistance to WVWC in the demolition project at 85 Wood Street. Motion carried with Council member David McCauley abstaining from the vote.**

**F.3 Approval Ordinance No. 463 Property Exchange with West Virginia Wesleyan College**

**1<sup>st</sup> Reading:** Council member David McCauley will abstain from voting due to his long-standing relationship with WVWC, but mentions that we were to retain a 10 foot right away for extension of the River Trail behind the old Street Department building and to make sure we keep the reversionary language of the Dog Park. Director of Public Works, Jerry Arnold asked if we should have language regarding utility restrictions as we have had in other property exchange? Recorder Randy Sanders asked for a motion detailing the change in the ordinance header from 13 tracts to 15.

ORDINANCE NO. 463 OF THE CITY OF BUCKHANNON, AN ORDINANCE APPROVING THE CITY'S CONVEYANCE TO WEST VIRGINIA WESLEYAN COLLEGE, INC., A WEST VIRGINIA NON-PROFIT CORPORATION OF TWO PARTICULAR TRACTS OF PARCELS OF REAL PROPERTY IN TRADE AND EXCHANGE FOR THIRTEEN PARTICULAR TRACTS OR PARCELS OF REAL PROPERTY, AS WELL AS AN AGREEMENT FOR THE CITY TO VACATE CERTAIN CITY STREETS, ALLEYS, OR PORTIONS THEREOF, ALL OF SAID REAL ESTATE SITUATED IN CORPORATION DISTRICT OF UPSHUR COUNTY, WEST VIRGINIA

---

WHEREAS, West Virginia Wesleyan College, Inc., a West Virginia non-profit corporation, has been a vital part of the Buckhannon-Upshur Community since its founding, as an outstanding institution of higher learning, both for residents of the Buckhannon-Upshur community and for others who come to make Buckhannon their home through their association with the College; and,

WHEREAS, in addition to the indispensable place West Virginia Wesleyan College holds in our community, the College and its sponsoring institution have been fixtures throughout the community for years, both as a major community employer and a participant in community initiatives; and,

WHEREAS, West Virginia Wesleyan College owns certain parcels of land more particularly described herein, which would afford the City of Buckhannon an opportunity to expand certain of its recreational holdings and offerings to the public; and,

WHEREAS, the City of Buckhannon also owns a certain parcel of land more particularly described herein, which would afford West Virginia Wesleyan College an opportunity to more efficiently manage its existing physical plant; and,

WHEREAS, pursuant to the statutory provisions of Chapter 8, Article 12, Section 18(b) of the West Virginia Code, as amended, the City is specifically authorized and empowered to enter real estate transactions involving the trade of municipally owned property for the acquisition of new or other property for the City without being required to publicly auction the municipally owned property; and,

WHEREAS, both the Council of the City of Buckhannon and the City's Consolidated Public Works Board previously determined that the proposed trade of City owned property for property owned by West Virginia Wesleyan College, Inc. was a fair, reasonable and proper real estate transaction that resulted in the public interest best being served, and in both the City and the public in general, realizing valuable benefits from the consummation of the proposed trade of the herein described property with West Virginia Wesleyan College; and,

WHEREAS, the statutory provisions of Chapter 8, Article 11, Section 3, Subsection (6) of the West Virginia Code, as amended, specifically provide that both the purchase of private property by a municipality and the conveyance of municipally owned property shall be by ordinance; and,



WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia and particularly with the immediately hereinbefore referenced state statutes insofar as the acquisition, trading and conveyance of the subject real estate is concerned.

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

ARTICLE I - FINDINGS OF COUNCIL: The Council of the City of Buckhannon hereby makes the following findings:

(1) A trade and conveyance of real estate owned by the City and West Virginia Wesleyan College, Inc., a West Virginia non-profit corporation, (hereafter, "College") is of valuable benefit to both the City's recreational and public works operations and the public in general;

(2) The value of the real estate interests proposed for trade and conveyance by the College to the City is at least equivalent to the value of the real estate proposed for trade and conveyance;

(3) The Council of the City of Buckhannon now desires formally and in all respects to ratify, confirm, approve, accept and endorse the City's conveyance of the real estate more particularly described or referenced in Article II hereof in trade and exchange for the College's conveyance of the real estate described or referenced in Article III hereof; and,

(4) The Mayor of the City of Buckhannon is hereby duly authorized and empowered to execute, acknowledge and deliver on behalf of the City of Buckhannon, by special warranty deed together with any and all other reasonable, necessary or proper documents respecting the conveyance of the City-owned real estate described in Article II hereof to West Virginia Wesleyan College, Inc.; and,

(5) The City shall further undertake proceedings to vacate those public streets or alleys identified in Article IV, pursuant to the provisions of West Virginia Code.

(6) Any conveyance of said streets or alleys to the College shall provide reservations of use to other property owners whose lands adjoin said alleys, as far as said alleys actually adjoin the lots or lands of those other owners.

ARTICLE II - CITY REAL ESTATE TO BE TRADED AND CONVEYED UNTO WEST VIRGINIA WESLEYAN COLLEGE, INC., A WEST VIRGINIA NON-PROFIT CORPORATION:

Those tracts identified on the real property tax records of Corporation District, Upshur County, West Virginia, as follows (with their commonly known addresses):

- 1) Tax Map 4, Parcel 337 (17 Factory Street)
- 2) Tax Map 4, Parcel 327.1 (21 Factory Street)

ARTICLE III – WEST VIRGINIA WESLEYAN COLLEGE, INC., REAL ESTATE TO BE TRADED AND CONVEYED UNTO THE CITY:

Those tracts identified on the real property tax records of Corporation District, Upshur County, West Virginia, as follows (with their commonly known addresses):

- 1) Tax Map 8, Parcel 191 (8-10 Randolph Street)
- 2) Tax Map 8, Parcel 192 (16 Randolph Street)

- 3) Tax Map 8, Parcel 193 (13 Wood Street)
- 4) Tax Map 8, Parcel 194 (20 Randolph Street)
- 5) Tax Map 8, Parcel 195 (21 Wood Street)
- 6) Tax Map 8, Parcel 255 (Camden Ave – Randolph Street Alley – 273’)
- 7) Tax Map 8, Parcel 175 (80 Camden Avenue)
- 8) Tax Map 8, Parcel 184 (77 Randolph Street)
- 9) Tax Map 8, Parcel 236 (78 Randolph Street)
- 10) Tax Map 8, Parcel 237 (79 Wood Street)
- 11) Tax Map 13, Parcel 78.1 (228 Randolph Street)
- 12) Tax Map 13, Parcel 113 (228 Randolph Street)
- 13) A 21,417 square foot portion on the northern end of Tax Map 8, Parcel 252
- 14) Tax Map 8, Parcel 253, etc (balance of parcels to be determined) (Rail Trail)
- 15) Restroom building located upon a portion of Tax Map 5, Parcel 123 (Camden Avenue)

ARTICLE IV – PUBLIC STREETS, ALLEYS, OR WAYS TO BE VACATED BY THE CITY OF BUCKHANNON IN PROCEEDINGS TO FOLLOW THE ENACTMENT OF THIS ORDINANCE:

- 1) Silverbells Lane, from its origination point at the railroad tracks south of the walk trail to a point 178 feet south of its intersection with Braxton Street.
- 2) Snowgoose Lane, from its origination point at the walk trail to a point 178 feet south of its intersection with Braxton Street.
- 3) Stewart Lane

ARTICLE V - EFFECTIVE DATE: This Ordinance shall be deemed effective thirty (30) days following the second (2nd) reading, passage and adoption by the Council of the City of Buckhannon, i.e., June 15, 2023.

FIRST READING: May 4, 2023

SECOND READING, PASSAGE AND ADOPTION: May 16, 2023

---

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 463 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on May 16, 2023.

---

Randall H. Sanders, City Recorder

**Motion by Sanders/Rylands to change line in heading stating 13 tracts to 15 tracts. Motion carried with Council member McCauley abstaining.**

**With the change above, motion to approve Ordinance No. 463 on its 1st reading was made by Reger/Rylands. Motion carried with Council member McCauley abstaining.**

**G. Comments and Announcements:**

**G.1 Pamela Bucklew:** Absent.

**G.2 David McCauley:** I would like to thank all the well-wishers after my mild stroke last week. I am working with rehab. I request a brief executive council after the meeting for property and employee matters.

**G.3 Jack Reger:** I am glad that Dave McCauley is doing well. He has been in our prayers.

**G.4 David Thomas:** I wish Dave McCauley a speedy recovery.

**G.5 CJ Rylands:** I extend good wishes to Dave McCauley on his health. I will be going to the True North Health Clinic for 30 days for my own treatment.

**G.6 Randall Sanders:** I wish Dave McCauley a speedy recovery. God speed to CJ Rylands and hope that recovery continues. A shout out to the West Virginia Wesleyan College Class of 2023. I was honored to be asked to be the Master of Ceremonies of the Opening Day of the Strawberry Festival. Mayor Robbie Skinner will present the key to the City. Tickets went on sale on Monday for WAMSB. We have seen robust sales on line. Printed tickets for sale will begin next week. Performances by Lee Greenwood, The US Marine Drum and Bugle Corp.

**H. Mayor’s Comments and Announcements:** I wish Dave McCauley continued recovery and strength and wish and pray for healing for CJ Rylands. There is an exciting new business to open on Main Street. I will be able to announce soon. I encourage everyone to go see the play and support Council member Pam Bucklew. I hope everyone gets out to enjoy the Strawberry Festival.

**I. Adjournment:**

**Motion by Rylands/Sanders to adjourn at 8:39 p.m. Motion carried unanimously.**

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

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