

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

A regular meeting of the Buckhannon City Council was held on Thursday, October 19, 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	Present
Council Member	David McCauley	Present
Council Member	Jack Reger	Present
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
Buckhannon Police Department	Chief Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Present
City Horticulturist	Dixie Green	Present-GTM
Buckhannon Fire Department	Chief JB Kimble	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present
Record Delta	Noah Jeffries	Present

Guests: Firefighter/Paramedic Maria Potter, Lt. Brian Chidester, Lt. Travis Dean, Capt. Joey Baxa, Capt. Brian Elmore and Lt. John Brugnoli, of the Buckhannon Fire Department.

***City Council of Buckhannon – 7:00 pm in Council Chambers  
Meeting Agenda for Thursday, October 19, 2023***

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- A. Call to Order**  
A.1 Moment of Silence  
A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests**  
B.1 Buckhannon Fire Department-Michael O McNamee Award of Valor Unit Citation
- C. Department & Board Reports**  
C.1 Public Works Director - Jerry Arnold  
C.2 City Horticulturist - Dixie Green  
C.3 Finance Director - Amberle Jenkins  
C.4 Police Chief - Matthew Gregory  
C.5 City Attorney - Tom O'Neill
- D. Correspondence & Information**  
D.1 Thank you letter from A&O Railroad, Inc. re: Support of the USDOT Grant Award  
D.2 Trunk-or-Treat at the Public Safety Complex 10/30/23 6:30pm-8:30pm  
D.3 Trick-or-Treat in City Limits 10/31/23 6pm-7:30pm  
D.4 Veteran's Day Parade November 11, 2023 10am  
D.5 Buckhannon Christmas Parade December 1, 2023 6pm  
D.6 WVML BOD's Meeting  
D.7 Southern Mayor's Conference  
D.8 Mayoral Proclamation Christian Heritage Week in WV Proclaimed by Governor Jim Justice Nov19-25,  
D.9 Report of Cat & Dog Activity –Upshur County Commission-September 2023
- E. Consent Agenda**  
E.1 Approval of Minutes -Regular Meeting 05/16/23, 06/15/23, 08/03/23, 09/07/23, 08/17/23, 09/21/23, 10/05/23 Special 03/01/23, 09/13/23, 10/02/23  
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 Financing of the BPD Motorola Radios  
F.2 Modification to the COB Outside Entity Funding Request Application  
F.3 Discussion/Possible Action Proposed Stockert Youth & Community Center Building Project
- 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 10/16/2023 REVISED 10/17/2023**

**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. Recognized Guests:**

**B.1 Buckhannon Fire Department-Michael O McNamee Award of Valor Unit Citation** – Mayor Skinner recognized Chief JB Kimble who provided information concerning a recent honor presented to the department while attending the 2023 Firehouse Expo in Columbus, Ohio. The Buckhannon Fire Department was presented the Michael O. McNamee Award of Valor. The award is named after retired Worcester, Massachusetts Fire Department District Chief Mike McNamee, who displayed great courage at the Worcester Cold Storage Warehouse Fire in 1999. To save more lives, McNamee made the decision to stop additional Worcester firefighters from entering the building when there already were six lost to the fire. The “Michael O. McNamee Award of Valor” recognizes acts of courage and bravery, including both physical acts to rescue a victim in hazardous conditions as well as critical decisions or preventative actions that ensured civilian or firefighter safety.

The events that led to the Buckhannon Fire Department winning this award unfolded during the early hours of Nov. 27, 2022, at 172 Pocahontas Street, when a combined effort enabled firefighters to save the life of local resident, Selena Lamb, who was trapped inside the house during a devastating structure fire.

*The following is an account of Chief Kimble's remarks from a My Buckhannon article of October 24, 2023 by Lily Hicks:*

“When you look at the picture of 172 Pocahontas Street on November 27th, it’s difficult to comprehend the perilous conditions these brave firefighters confronted,” Kimble said. “The fire engulfed the residence in a matter of minutes. The Buckhannon Fire Department received the initial call at 6:50 AM, which indicated a structure fire with entrapment.”

Kimble highlighted the critical role of the four firefighters who arrived on the first engine, emphasizing that anyone missing would have changed the outcome. The initial four on scene on that fire engine were Capt. Joey Baxa, Lt. John Brugnoli, Lt. Ethan Smith and Firefighter/Paramedic Maria Potter.

“Their unity and collective effort were the linchpin in rescuing the victim,” he said.

Kimble recognized the unwavering dedication and hard work of his team, describing the crucial role each team member played that morning. The fire chief also acknowledged the high training standards upheld by the department, “which played a pivotal role in the successful outcome,” he said.

“[Our] rigorous training regimen fosters a culture of unity and collaboration, ensuring that every member of the team operates cohesively,” the fire chief said. “Without this shared mindset and dedication to training, the positive outcome in this rescue operation would have been inconceivable.”

In addition to the firefighters on the first engine, Chief Kimble recognized the supporting members from other fire trucks that followed, including Capt. Brian Elmore, Captain Linn Baxa, Firefighter Justin Boggs, Firefighter/EMT Shane Jenkins, Firefighter First Class Steve Michaels, Firefighter Maggie Petitto and Firefighter Hunter Wilfong.

These individuals provided vital support during the operation, reinforcing the importance of teamwork during such critical moments, Kimble said. Kimble also acknowledged the other first responder units who provided vital backup, including the Adrian Fire Department, Elkins Fire Department, Warren District Fire Department, Washington District Fire Department, Weston Fire Department and Upshur County EMS.



*(Pictured with the Michael O. McNamee Award of Valor, from left, are Firefighter/Paramedic Maria Potter, Lt. Brian Chidester, Lt. Travis Dean, Chief J.B. Kimble, Capt. Joey Baxa, Capt. Brian Elmore and Lt. John Brugnoli. / Photo by Katie Kuba, My Buckhannon)*

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

**C.1 City Horticulturist - Dixie Green:** Mayor Skinner recognized City Horticulturist, Dixie Green who provided a report on the end of season activities with the City Flower program, which includes the removal of the flowers prior to the first seasonal frost. Council members were collectively complimentary with this year's program.

**C.2 Public Works Director- Jerry Arnold:** Mayor Skinner recognized Mr. Arnold who provided the following report:

#### **Buckhannon City Council -Public Works Director Report**

##### **Street:**

- Continue working on the Madison Street Lot.
- Finishing up some punch list items in the CAC.

##### **Sewer:**

- Crews excavated the depressed area on N. Kanawha and found a broken drainage pipe. The pipe has been sleeved and the hole backfilled. The Street Department will be making the pavement repairs before winter.
- Work continues the Myna Street Project. The street will be repaved before winter.
- Work continues on the Taylor Street Sewer Project. The contractor is currently working on the section between Camden and Fayette Streets.

##### **Waste:**

- The WV Department of Environmental Protection Agency will be conducting a Tire Amnesty Day on Saturday, October 21, 2023 9:00 am – 3:00 pm.

##### **Water:**

- Nothing new to report.

##### **Engineer:**

- ARPA – Tennerton Booster Station – Contract A construction activities are approximately 90% complete. Remaining work cannot be completed until Contract B is completed. Contract B is approximately 20% complete. Piping and excavation activities are complete. Concrete foundation and floor pours will take place later this week. Construction of the building will begin next week. There is still a 4.5 month lead time on an electrical panel that is required for the building. I anticipate both contracts being completed early next spring.
- FEMA Generator Hazard Mitigation Grant No. 1 – Contract 3 construction activities will continue for the next month. The installation of the generator and the automatic transfer switch will take place on Monday, November 6, 2023 at 7:00 AM and will last approximately 24 hours. Punch list items for Contract 1 and Contract 2 are nearly complete. This grant is expected to be completed and closed out prior to the end of November 2023.

- ARPA – Sanitary Sewer Collection System on Taylor Street – Construction activities continue on this project. The contractor is currently working on the section between Camden Avenue and Fayette Street at this time and is anticipated to continue through the end of the month.
- Island Avenue Complete Street Project – Currently revisiting and updating the City’s plans for a complete upgrade to the utilities along Island Avenue between the two (2) bridges. Similar to the North Spring Street Project, this project will include the upgrading of the waterlines, the sanitary sewer lines, the storm sewer lines, the gas lines (by Mountaineer Gas) and new sidewalks and driveways via a coordinated effort from all City utility departments and Mountaineer Gas. Sanitary sewer and storm sewer construction activities will begin late Spring / Early Summer 2024 with waterline, gas and sidewalk activities beginning in Winter 2024 / Spring 2025.

A brief Q&A took place.

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

Amby report 10-19-23

Balances in the Enterprise Funds September 30, 2023

Waste Collection Board	mm/cking	\$1,357,931	cd/sav \$258,744
			Plus a letter of credit for \$64,000
Water Board	mm/cking	\$955,654	work/capital& savings \$874,624
Sanitary Board	mm/cking	\$989,913	work/capital \$459,499
Storm water Fund	mm/cking	\$229,518	

CAC  
 Open house is this Saturday. The general public is welcome to visit and tour the building from 11 am to 2 pm. The Chamber of Commerce and BCT murder mystery dinner was held in the CAC Main Hall last weekend. The City facilitated with the Whistle Stop that served the beer and wine during the event. Everything went very well and no issues to report. Over 60 guests attended each night. The installation of the telescopic seating was completed as well and looks great. The building has been utilized quite a bit lately. Rehearsals were held about every weekday for the mystery play and is still being used for The Christmas Story rehearsals. The Buckhannon Community Band has been using the upper balcony once a week. The Art Gallery will have a new “monster” exhibit that will start on October 20<sup>th</sup> at 4pm.

**C.3 Police Chief- Matthew Gregory** - Mayor Skinner recognized BPD Chief, Matthew Gregory, who provided this report:



***Buckhannon Police Department***

24 S Florida St \* Buckhannon, WV 26201

Phone 304-472-5723 \* Fax 304-473-7911



**City Council Report**  
**10/19/23**

1. The police department will host a Laws of Arrest, Search and Seizure course on October 25 – 27.
2. The police department will conduct Halloween Safety programs in various schools throughout the city during the week of October 23.
3. On Monday, October 30, the police department will participate in the annual Trunk or Treat activity in the Public Safety parking lot.
4. The police department continues to work with various emergency agencies and other community partners through a series of workshops designed to review and update the Upshur County Emergency Operations Plan.

POLICE ACTIVITIES

MONTH: September

YEAR: 2023

ACTIVITIES:

Parking Tickets Issued:	
By Parking Enforcement Officer:	16
By Officers:	1
TOTAL ISSUED:	17
Citations Issued:	23
Misdemeanor Arrests:	24
Felony Arrests:	4
Calls Answered:	440
Complaint Reports:	38
Accidents Investigated:	10
Community Policing Hours:	26
Patrol Mileage:	8,319

A brief Q&A took place.

**C.4 City Attorney- Tom O'Neill:** Mayor Skinner recognized City Attorney, Tom O'Neill who provided updates on the WVWC property exchange – including a discussion on the restroom located near the baseball field and the hours for usage and maintenance. Discussion took place with input from Public Works Director, Jerry Arnold who felt that all issues can be worked out with the college.

**D. Correspondence & Information:** – The Mayor reviewed the following with Council:  
**D.1 Thank you letter from A&O Railroad, Inc. re: Support of the USDOT Grant Award**



October 3, 2023

Mayor Robert Skinner, III  
70 East Main Street  
Buckhannon, WV 26201

Dear Mayor Skinner,

As you are aware, on September 25<sup>th</sup> it was announced that Appalachian & Ohio Railroad, Inc. (A&O) was awarded up to \$19.4 million from the U.S. Department of Transportation (USDOT) to update the mainline ties and continuously welded rail, rehabilitate nine tunnels and rehabilitate and make emission-oriented and safety improvements to A&O's fleet of six locomotives.

This USDOT awarded grant is part of the Federal Railroad Administration's (FRA) Consolidated Rail Infrastructure and Safety Improvements (CRISI) competitive grant program. A&O will use these funds to significantly improve the safety of rail operations and will bring the A&O, which is a 158-mile rail line extending from Grafton to Cowen, West Virginia, into a state of good repair and provide for future economic development throughout West Virginia.

I am grateful to you and your staff for your support in helping the A&O secure this very important grant that will allow us to continue to be part of the growth and prosperity in West Virginia for years to come. I am confident without your valued and influential support we would not have been successful securing this grand.

Thank you for your support and commitment to making West Virginia a leader in economic progress.

Sincerely,

Thomas A. Greene  
President & CEO

- D.2 Trunk-or-Treat at the Public Safety Complex 10/30/23 6:30pm-8:30pm**
- D.3 Trick-or-Treat in City Limits 10/31/23 6pm-7:30pm**
- D.4 Veteran's Day Parade November 11, 2023 10am**
- D.5 Buckhannon Christmas Parade December 1, 2023 6pm**
- D.6 WVML BOD's Meeting**
- D.7 Southern Mayor's Conference**



D.8 Mayoral Proclamation Christian Heritage Week in WV Proclaimed by Governor Jim Justice November 19-25, 2023

*Proclamation*

*by Governor Jim Justice*

Whereas, the Preamble to the Constitution of West Virginia declares, "Since through Divine Providence we enjoy the blessings of civil, political and religious liberty, we, the people of West Virginia reaffirm our faith in and constant reliance upon God"; and

Whereas, the Bill of Rights to the Constitution of West Virginia guarantees religious freedom; and the "Sundays excepted" provision of Article 7, Chapter 14 historically recognizes Sunday as a day of rest and worship; and

Whereas, for many West Virginians, public school days once began with a daily Pledge of Allegiance, prayer and Bible reading; and

Whereas, the state songs, *The West Virginia Hills* and *West Virginia My Home Sweet Home*, contain the lyrics, "With their summits bathed in glory, like our Prince Immanuel's land!" and "There I work, and I play, and I worship Sunday."; and

Whereas, the influence of Christianity in West Virginia is evident by her many churches and Christian charities, ministries, missions and schools; cherished Christmas, Easter and Thanksgiving holiday seasons; and a willingness of Mountaineers to love thy neighbor as thyself; and

Whereas, Thanksgiving week is an appropriate time to center attention on our thanks to Almighty God for His great and good Providence and for the Christian faith, which is part of West Virginia's and America's history.


Now, Therefore, Be it Resolved that I, Jim Justice, Governor of the Great State of West Virginia, do hereby proclaim **November 19-25, 2023** as:


**Christian Heritage Week**

in the Mountain State and invite all citizens to join me in this observance.

In Witness Whereof, I have hereunto set my hand and caused the Great Seal of the State of West Virginia to be affixed.


Done at the Capitol, City of Charleston, State of West Virginia, this the Twentieth day of June, in the year of our Lord, Two Thousand Twenty-Three, and in the One Hundred Sixtieth year of the State.





Jim Justice  
Governor

By the Governor:



Mac Warner  
Secretary of State

D.9 Report of Cat & Dog Activity –Upshur County Commission-September 2023  
Report of Cat & Dog Activity –Upshur County Commission-June 2022

- Cats brought in by City Trapper
  - Cats brought in by Animal Control Officer
  - Cats brought in by County Residents
  - Dogs brought by Animal Control Officer
  - Dogs brought in by County Residents

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E. Consent Agenda - Mayor Skinner presented an overview of the following to Council:  
E.1 Approval of Minutes - Regular Meeting 05/16/23, 06/15/23, 08/03/23, 09/07/23, and 08/17/23  
E.2 Approval of Building and Wiring Permits



Permit Fee Report #76028 - #76035

10/05/2023 - 10/18/2023

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
76032	WWWC French See Dining Hall	69 Camden Ave	SNIDER CONSTRUCTION LLC	New Rubber Roof	331,870.00	1,825.29		No		No	N/A	No	
76028	DON PATRON MEXICAN GRILL	31 S FLORIDA		LIGHTED 3x5 FREESTANDING	2,400.00	22.80		No	10/4/2023	Yes	Zone AE	No	No

				EXISTING POLE									
					334,270.00	1,848.09							

Group Total: 2

Group: No Charge

76029	BUCKHAN NON READINE SS CENTER WV ARMY NATIONA L GUARD	929 BRUSH Y FORK ROAD	CITY WINDOW & CONSTRUC TION COMPANY	26201	19,242,003.00	0.00	A Comme rcial Propert y	No	10/4/2023	No	Zon e AE	Yes -If yes attach report	
					19,242,003.00	0.00							

Group Total: 1

Group: Residential (non-commercial)

76035	Melessa Wohleber	157 Fayette St	JES BASEMENT SYSTEMS JES CONSTRUCT ION LLC	Crawlspac e Encapsulat ion & Drainage	25,508.68	229.58				No	N/A	No	
76034	BETH HART	216 RANDO LPH ST	DAN NEEL FENCE CO	CHAIN LINK FENCE BLACK 4FT	2,990.00	32.89		No	10/13/2023	No	N/A	No	No
76031	Rhonda Jeffries	185 Camde n Ave		Enclose Existing Rear Porch to Sunroom	2,000.00	22.00			10/6/2023	No	N/A	No	
76030	BURKE FRIEND	60 W LINCOL N ST		REPLACIN G LAMINATE FLOORING ; REPAIRIN G EXISTING DECK	3,000.00	33.00		No		No	N/A	No	No
					33,498.68	317.47							

Group Total: 4

Group: Residential Electrical Fee

76033	SHANE HINSMAN	209 WOOD ST		CHANGING METER BOX-RUST (NOT CHANGING PANEL)	800.00	100.00	B-3 Single Family Residen tial (Owner Work)	No		No	N/A	No	No
					800.00	100.00							

Group Total: 1

Group: Zoning Application Fee

76031	Rhonda Jeffries	185 Camde n Ave		Enclose Existing Rear Porch to Sunroom	2,000.00	20.00			10/6/2023	No	N/A	No	
					2,000.00	20.00							

Group Total: 1

					19,612,571.68	2,285.56							
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E.3 Approval of Payment of the Bills

OCT 1- 18 2023 GENERAL FUND PAYMENT OF BILLS

\$6,000.00 – ART26201 – CONTRIBUTION FOR THE MIB GALLERY

\$6,000.00 – MAIN STREET GALLERY INC – CONTRIBUTION FOR ART CLASSES

\$53,747.85 – POTESTA & ASSOCIATES INC – ENGINEERING FEES SYCC BLDG

\$5,180.00 – EC FLEET – SERVICE ENG 1101 & 1102 AND TRUCK 11

\$3,330.00 – BENJAMIN LEE ARISMAN – MOWING OF CITY LOTS

\$74,730.60 – MOUNTAIN STATE ELECTRICAL CO – GENERATOR CONSTRUCTION OF STEEL PLATFORM AT PSC

10-18-2023 04:43 PM		DISBURSEMENTS 10-1-23 to 10-18-23			PAGE: 1
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	LEAF	409-341-00	MAYOR'S SUPPLIES & M	OCT 2023 COPIER LEASE CITY	179.25
	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE &	WCN6007140 9/5/23-10/1/23	3.41
	CITY OF BUCKHANNON GENERAL F	409-341-00	MAYOR'S SUPPLIES & M	AUG 2023 LOC FEES	92.12
		409-341-00	MAYOR'S SUPPLIES & M	SEPT 2023 LOC FEES	92.12
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF OCT 2023 HEALTH INS	1,607.96
	BUCKHANNON POSTMASTER	409-218-00	MAYOR'S POSTAGE	PERMIT #10 POSTAGE	750.00
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	SEP 2023 CREDIT CARD FEES	2,049.70
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	46.57
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	10.89
	MATTHEW BENDER & CO., INC	409-341-00	MAYOR'S SUPPLIES & M	WV CODE 2023 REPLACEMENT V	134.49
	PAYFLEX	409-105-00	MAYOR'S INSURANCE	GF SEPT 2023 HSA FEES	6.50
	US POSTAL SERVICE (CMRS-FP)	409-218-00	MAYOR'S POSTAGE	OCTOBER 2023 POSTAGE	250.00
	COLLECTION ACCOUNT 2	409-341-00	MAYOR'S SUPPLIES & M	RECDESK CC FEES	70.68
	WV NEWS	409-220-00	MAYOR'S LEGAL PUBLIC	LGL AD 1390983 PLANNING CO	16.09
		409-220-00	MAYOR'S LEGAL PUBLIC	LGL AD 589061 FINANCIAL ST	1,679.61
	ART26201	409-341-05	EVENT/FIREWORK EXPEN	CONTRIB MIB GALLERY SHOWIN	6,000.00
	MAIN STREET GALLERY INC	409-341-05	EVENT/FIREWORK EXPEN	CONTRIB FOR ART CLASS PER	6,000.00
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	762.66
				TOTAL:	19,752.05
	COUNCIL	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE (P	WCN6007140 9/5/23-10/1/23
UPSHUR COUNTY COMMISSION		410-460-00	CAT CONTROL EXPENSE	34 CATS TRAPPED SEP 2023	340.00
JOHN M SLAUGHTER II		410-460-00	CAT CONTROL EXPENSE	AUG 2023 TRAPPING OF CATS	40.00
				TOTAL:	383.41
RECORDER	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI	WCN6007140 9/5/23-10/1/23	3.41
				TOTAL:	3.41
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WCN6007140 9/5/23-10/1/23	3.41
	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF OCT 2023 HEALTH INS	1.98
	DAVID L HOWELL CPA	413-224-00	AUDIT	PROGRESS BILL 2022 AUDIT	812.50
	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
	PAYFLEX	413-105-00	TREASURER'S GROUP IN	GF SEPT 2023 HSA FEES	3.25
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	313.20
				TOTAL:	1,158.30
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WCN6007140 9/5/23-10/1/23	6.00
				TOTAL:	6.00
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS &	WCN6007140 9/5/23-10/1/23	24.20
	POTESTA & ASSOCIATES INC	420-223-01	ENGINEERING SERVICES	ENGINEERING FEES SYCC BLD	53,747.85
	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
10-18-2023 04:43 PM		DISBURSEMENTS 10-1-23 to 10-18-23			PAGE: 2
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	823.30
				TOTAL:	54,658.91
ZONING	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B	WCN6007140 9/5/23-10/1/23	59.90
	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF OCT 2023 HEALTH INS	339.98
	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	AUG 2023 MILEAGE CODE ENFC	139.52
		437-214-00	TRAVEL EXPENSE	JULY 2023 MILEAGE ZONING	145.41
		437-214-00	TRAVEL EXPENSE	JUNE 2023 MILEAGE ZONING	112.01
		437-214-00	TRAVEL EXPENSE	SEP 2023 MILEAGE CODE ENFO	142.79
	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
	PAYFLEX	437-105-00	ZONING HEALTH INS	GF SEPT 2023 HSA FEES	3.25
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	1,500.00
				TOTAL:	2,608.61
DATA PROCESSING	LYNX WV INC	439-230-00	DATA PROCESSING	SEP 2023 IT SERVICE CONTRA	425.00
		439-230-00	DATA PROCESSING	OCT 2023 IT SERVICE CONTRA	425.00
		439-230-00	DATA PROCESSING	BRIDGE FOR NETWORK UPGRADE	1,613.70
		439-230-00	DATA PROCESSING	AUG 2023 IT SERVICE CONTRA	425.00
	OPTIMUM B2B, DEPT. 1264	439-230-00	DATA PROCESSING	OCT 2023 CITY HALL INTERNE	214.63
	TYLER TECHNOLOGIES INC	439-230-00	DATA PROCESSING	BAR CODE SCANNER & PROJ AC	403.94
		439-230-00	DATA PROCESSING	UTIL BILL AUTO PAY, IVR, S	2,100.32
		439-230-00	DATA PROCESSING	UTIL BILLING NOTIFICATION	63.95
				TOTAL:	5,671.54
CITY HALL	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WCN6007140 9/5/23-10/1/23	73.09
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF OCT 2023 HEALTH INS	1.98
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	184.64
	LOWES BUSINESS ACCOUNTS	440-216-00	CITY HALL MAINTENANC	WAX RING 3" FLANGE	71.97
		440-216-00	CITY HALL MAINTENANC	4" PVC FLANGE	6.92
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	SEP 2023 CITY HALL PEST CO	33.00
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	90.14
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	21.08
	PAYFLEX	440-105-00	CITY HALL JANITOR IN	GF SEPT 2023 HSA FEES	3.25
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	1,468.50
				TOTAL:	1,954.57
POLICE	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURAN	WCN6007140 9/5/23-10/1/23	1,286.51
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF OCT 2023 HEALTH INS	8,042.76
	NAPA-AMTOWER AUTO SUPPLY	700-343-00	POLICE DEPT. AUTO SU	REPAIR EXHAUST TASK FORCE	131.04
		700-343-00	POLICE DEPT. AUTO SU	REPAIR EXHAUST TASK FORCE	112.25
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	SEP 2023 CAR WASHES	38.00
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	SEPT 2023 COURT FEES	932.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	OCT 2023 POLICE COPIER	149.40
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	22SFZ4 2018 INTERCEPTOR PY	693.66
		700-459-00	POLICE DEPT. NEW EQU	22SFZ7 2018 INTERCEPTOR PY	693.66
		700-459-00	POLICE DEPT. NEW EQU	22SC22 2018 INTERCEPTOR PY	687.33
		700-343-00	POLICE DEPT. AUTO SU	23H6C MAINT OLDER CRUISER	6.00
		700-343-00	POLICE DEPT. AUTO SU	23H64V MAINT OLDER CRUISER	6.00
		700-459-00	POLICE DEPT. NEW EQU	23KNZ9 2020 POLICE INTERCE	720.76
		700-459-00	POLICE DEPT. NEW EQU	23KNZS 2020 POLICE INTERCE	723.67
		700-459-00	POLICE DEPT. NEW EQU	25QCLL 2022 INTERCEPTOR	758.94
		700-459-00	POLICE DEPT. NEW EQU	25QCLM 2022 INTERCEPTOR	747.81
		700-459-00	POLICE DEPT. NEW EQU	25QCLN 2022 INTERCEPTOR	762.59



FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	LOWES BUSINESS ACCOUNTS	750-343-00	STREET DEPT. AUTO SU	BATTERY FOR MAN LIFT	160.30
		750-458-05	STREET DEPT. PROJECTS	SCREWS BIT BOARDS MADISON	153.86
		750-343-00	STREET DEPT. AUTO SU	2" HYD FITTINGS FOR S-8	52.72
	BRUFFEY TRUCKING INC	750-341-00	STREET DEPT. MAT & S	HAND TOOLS 300' TAPE	147.15
		750-341-00	STREET DEPT. MAT & S	MASTER LOCK	18.98
		750-458-05	STREET DEPT. PROJECTS	SAND FOR MIXING CONCRETE	1,745.28
	CENTRAL SUPPLY CO	750-458-08	GATEWAY WEST GRANT E	CONCRETE GWW	3,834.04
		750-458-08	GATEWAY WEST GRANT E	3.5 YDS CONCRETE GWW	696.65
		750-459-00	STREET DEPT. CAPITAL	22WGHW 5500 CHASSIS DUMP T	961.06
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	23P226 2020 RAM 2500	690.58
		750-459-00	STREET DEPT. CAPITAL	23P47T 2020 RAM 2500	684.15
		750-459-00	STREET DEPT. CAPITAL	25QBZJ 2022 RAM 1500	426.56
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	OCT 2023 PEST CONTROL	33.50
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,171.65
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	274.03
	LACAL EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	WATER PUMP & TUBES S-6	2,235.36
		750-105-00	STREET DEPT. GROUP I	GF SEPT 2023 HSA FEES	29.25
		750-459-22	PROPERY PAYMENT MUDL	OCT 2023 PUBLIC WRKS BLDG	9,774.80
	FIRST COMMUNITY BANK CORPORA	750-343-00	STREET DEPT. AUTO SU	STREET SEP 2023 FUEL BILL	3,678.66
		750-341-00	STREET DEPT. MAT & S	MOW CITY LOTS 9/11-9/24	3,330.00
				10/01/2023 - 10/18/2023	18,926.79
	**PAYROLL EXPENSES			TOTAL:	58,121.39
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	5,867.82
		751-213-00	STREET LIGHTS	110 151 101 430 99 W MAIN	169.30
				TOTAL:	6,037.12
TRAFFIC SIGNALS & SIGN MON POWER		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT 119	48.65
		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 624 RT 20 BK	53.42
		752-213-00	TRAFFIC SIGNALS POWE	110 081 822 063 W MAIN ST	39.06
		752-213-00	TRAFFIC SIGNALS POWE	110 088 820 243 MAIN ST	39.63
		752-213-00	TRAFFIC SIGNALS POWE	110 080 768 291 E MAIN ST	27.59
				TOTAL:	208.35
SNOW REMOVAL	LOWES BUSINESS ACCOUNTS	753-341-00	SNOW REMOVAL	BOARDS FOR SALT SHED	171.56
		753-341-00	SNOW REMOVAL	LOOP TIES FOR SALT SHED	198.40
	GEORGE L. WILSON INC.			TOTAL:	369.96
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	AUGUST 2023 HOTEL-MOTEL TA	5,341.52
		900-341-00	PARK-30% HOT/MOT PD	SEPT 2023 HOTEL-MOTEL TAX	3,637.15
				TOTAL:	8,978.67
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	AUGUST 2023 HOTEL-MOTEL TA	12,463.54
		901-235-00	HOTEL/MOTEL 70% PAID	SEPTEMBER 2023 HOTEL-MOTEL	8,486.68
				TOTAL:	20,950.22
ARTS-THEATRE	BUCKHANNON UTIL BOARDS	906-213-00	CAC UTILITIES	THEATRE WASTE OCT 2023	212.93
		906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	357.98
	MON POWER				
	LOUDIN INSURANCE AGENCY INC	906-226-00	CAC INSURANCE & BOND	CAC FINE ART POLICY INV #5	1,450.00
	ENCOVA INSURANCE	906-226-00	CAC INSURANCE & BOND	WCN6007140 9/5/23-10/1/23	3.41
	WV PUBLIC EMPLOYEES INSURANC	906-105-00	CAC HEALTH INS	GF OCT 2023 HEALTH INS	390.98
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	33.70
	SCOTT ELECTRIC CORP	906-450-01	THEATRE BLDG	30A FUSE SEATING	45.58
		906-450-01	THEATRE BLDG	20A 3 PH BREAKER SEA	135.75

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		700-459-00	POLICE DEPT. NEW EQU	25QCLP 2022 INTERCEPTOR	758.94
		700-459-00	POLICE DEPT. NEW EQU	25QCLJ 2022 INTERCEPTOR	767.54
		700-341-00	POLICE DEPT. MAT & S	12 GA BEAN BAG MUNITIONS	294.00
	STERICYCLE INC	700-341-00	POLICE DEPT. MAT & S	HAZMAT PICKUP	81.24
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,976.16
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	462.17
		700-341-00	POLICE DEPT. MAT & S	WV CODE 2023 REPLACEMENT V	134.50
	MATTHEW BENDER & CO., INC	700-105-00	POLICE DEPT. GROUP I	GF SEPT 2023 HSA FEES	35.75
	PAYFLEX				
	MSVS OF BUCKHANNON, PLLC	700-341-00	POLICE DEPT. MAT & S	VETERINARY CARE K9 ERROS	115.50
	INDUSTRIAL/ORGANIZATIONAL SO	700-341-00	POLICE DEPT. MAT & S	POLICE CORP TEST	99.50
	WORLD FUEL SERVICES, INC.	700-343-00	POLICE DEPT. AUTO SU	POLICE SEP 2023 FUEL BILL	2,540.94
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	CLEANER	51.02
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	94.87
	D4H TECHNOLOGIES USA, INC.	700-341-05	POLICE VIPS EXPENSES	INCIDENT MNGMT SOFTWARE	1,000.00
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	31,697.80
				TOTAL:	56,602.31
FIRE	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE	WCN6007140 9/5/23-10/1/23	1,126.71
		706-105-00	FIRE DEPT. GROUP INS	GF OCT 2023 HEALTH INS	5,603.80
		706-343-00	FIRE DEPT. AUTO SUPP	BELT TENSIONER E 1102	204.48
	MATHENY MOTOR TRUCK CO	706-343-00	FIRE DEPT. AUTO SUPP	ANTIFREEZE & DEF	158.83
	AUTO ZONE	706-343-00	FIRE DEPT. MATERIAL	FIRE EXTINGUISHERS	20.88
	LOWES BUSINESS ACCOUNTS	706-341-00	FIRE DEPT. MATERIAL	METAL BUCKETS	30.32
		706-341-00	FIRE DEPT. AUTO SUPP	WV STATE INSPECTION E1101	14.00
		706-343-00	FIRE DEPT. MATERIAL	SEP 2023 FIRE PEST CONTROL	42.00
	WHOLESALE TIRE INC	706-341-00	FIRE DEPT. CAPITAL O	268ST6 2023 RAM 2500	934.93
	DODSON BROS EXTERMINATING CO	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK OCT 2023	4,790.11
	ENTERPRISE FM TRUST	706-459-00	FIRE DEPT. TRAVEL EX	REIMB ROOMS & TRAVEL COLUM	673.40
	CITIZENS BANK OF WV	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,396.59
	JAMES KIMBLE	706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	326.63
	INTERNAL REVENUE SERVICE	706-105-00	FIRE DEPT. GROUP INS	GF SEPT 2023 HSA FEES	32.50
		706-341-00	FIRE DEPT. MATERIAL	FIRE LIEUTENANT TEST	99.50
		706-343-00	FIRE DEPT. AUTO SUPP	FIRE SEP 2023 FUEL BILL	1,154.92
	PAYFLEX				
	INDUSTRIAL/ORGANIZATIONAL SO	706-343-00	FIRE DEPT. AUTO SUPP	SERVICE ENG 1101	1,820.00
	WORLD FUEL SERVICES, INC.	706-343-00	FIRE DEPT. AUTO SUPP	SERVICE ENG 1102	2,240.00
	ERIC D CANFIELD DBA EC FLEET	706-343-00	FIRE DEPT. AUTO SUPP	SERVICE ABS ENG 1102	70.00
		706-343-00	FIRE DEPT. AUTO SUPP	SERVICE TRK 11	1,050.00
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	22,539.13
				TOTAL:	44,328.73
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	9.60
		750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	648.06
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	684.98
	FISHER AUTO PARTS INC	750-343-00	STREET DEPT. AUTO SU	BATTERIES FOR S-15	295.90
		750-343-00	STREET DEPT. AUTO SU	BRAKE SHOES FOR S-8	185.32
		750-343-00	STREET DEPT. AUTO SU	ALUM PLATE - S-10 BED	276.22
	COLE TRUCK PARTS INC	750-213-00	STREET DEPT. UTILITI	STREET DEPT PAGERS OCT 202	23.00
	VALLEY STEEL SERVICE	750-226-00	STREET DEPT. INSURAN	WCN6007140 9/5/23-10/1/23	996.01
	WV PAGING	750-105-00	STREET DEPT. GROUP I	GF OCT 2023 HEALTH INS	5,581.84
	ENCOVA INSURANCE	750-343-00	STREET DEPT. AUTO SU	VAC HOSE & HARDWARE S-11	36.48
	WV PUBLIC EMPLOYEES INSURANC	750-343-00	STREET DEPT. AUTO SU	BATTERY S-8	142.32
	AUTO ZONE	750-343-00	STREET DEPT. AUTO SU	CIRCUIT BREAKER S8	46.79
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	BATTERY FOR TRACTOR	134.75
		750-343-00	STREET DEPT. AUTO SU	OIL & FUEL FILTER S8	34.75

10-18-2023 04:43 PM		DISBURSEMENTS 10-1-23 to 10-18-23			PAGE: 5
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	LOWES BUSINESS ACCOUNTS	906-450-01	THEATRE BLDG	ELEC SUPPLIES FOR SEATING	609.92
		906-450-01	THEATRE BLDG	30A SWITCH FOR SEATING	113.32
		906-450-01	THEATRE BLDG	KEY TAGS	18.18
		906-450-01	THEATRE BLDG	KEY TAGS & KEYS	25.70
	DODSON BROS EXTERMINATING CO	906-216-00	THEATRE MAINTENANCE/	SEP 2023 CAC PEST CONTROL	100.00
	CITIZENS BANK OF WV	906-459-00	THEATRE CAPITAL	CAC SEATING NOV 2023 PYMT	5,220.65
	WALMART STORES INC -BUCKHANN	906-341-00	CAC SUPPLIES & EXPEN	CORDLESS VAC, SHELIVING	137.62
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	78.82
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	18.43
		906-105-00	CAC HEALTH INS	GF SEPT 2023 HSA FEES	3.25
	PAYFLEX	906-341-00	CAC SUPPLIES & EXPEN	DRAPERTY MTRL THEATRE	138.97
	IWEISS HOLDINGS, LLC	906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	117.66
	FRONTIER	906-341-00	CAC SUPPLIES & EXPEN	BAR SERVICES @ CAC 10-13-1	1,000.00
	DELORIS J HAYES, INC. DBA WH	906-341-01	CAC BOOKINGS	BOOKING CAC EVENT 10/21/20	600.00
	KIARA WILLIAMS	906-341-00	CAC SUPPLIES & EXPEN	REIMB FOR ITEMS AT THEATRE	61.78
	HARTLEY: DAVID	906-341-00	CAC SUPPLIES & EXPEN	RPR/INSTALL PROGRAM LIGHTI	625.00
		906-341-00	CAC SUPPLIES & EXPEN	REIMB 2 DMX PIN ADAPTERS	60.00
		906-341-00	CAC SUPPLIES & EXPEN	PROGRAM AD FOR CAC	35.00
	NDHS PERFORMING ARTS CONSERV	906-341-00	CAC SUPPLIES & EXPEN	REPAIR/INSTALL STAGE FLOOR	40.00
	JASON COPING SMITH	906-341-00	CAC SUPPLIES & EXPEN	REPAIR/INSTALL STAGE FLOOR	70.00
	CHRISTINA GREEN	906-341-00	CAC SUPPLIES & EXPEN	REPAIR/INSTALL STAGE FLOOR	150.00
	ELIJAH DICKEY	906-341-00	CAC SUPPLIES & EXPEN	10/01/2023 - 10/18/2023	1,271.25
	**PAYROLL EXPENSES			TOTAL:	13,125.88
	STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 084 767 208 79 E MAIN
A F WENDLING INC		907-341-00	MATERIALS & SUPPLIES	PAPER TOWELS	82.52
LEAF		907-341-01	OPERATING EXPENSES	COPIER LEASE SYC	182.69
ENCOVA INSURANCE		907-226-00	INSURANCE & BONDS	WCN6007140 9/5/23-10/1/23	140.10
CARTER: LARRY		907-363-00	KARATE CLASS INSTRUC	SEP 2023 KARATE INSTRUCTO	51.00
WV PUBLIC EMPLOYEES INSURANC		907-105-00	GROUP INSURANCE	GF OCT 2023 HEALTH INS	2,136.94
LOWES BUSINESS ACCOUNTS		907-341-00	MATERIALS & SUPPLIES	SPPLS TO REPAIR WINDOW	50.77
WALMART STORES INC -BUCKHANN		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	16.91
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	21.84
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	88.48
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	2.88
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	112.08
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	127.84
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	6.16
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	10.22
SAM'S PIZZA		907-458-01	SYC CHILDRENS FESTIV	CHILDRENS FEST LUNCHESES	353.49
MOUNTAIN STATE PEST GUARD		907-216-00	MAINTENANCE	OCT 2023 SYC PEST CONTROL	38.50
INTERNAL REVENUE SERVICE		907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	505.73
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	118.27
APRIL E SMALL		907-368-01	ZUMBA	SEP 2023 KICKBOXING INSTR	132.00
PAYFLEX		907-105-00	GROUP INSURANCE	GF SEPT 2023 HSA FEES	9.75
LYNX WV INC		907-213-00	UTILITIES	OCT 2023 SYC INTERNET	145.00
WORLD FUEL SERVICES, INC.		907-343-00	SYC AUTO SUPPLIES	SYC SEP 2023 FUEL BILL	432.70
DAWN WEBB		907-363-00	KARATE CLASS INSTRUC	SEP 2023 KARATE INSTRUCTO	153.00
APPALACHIAN SIGNALS & PRODUC		907-216-00	MAINTENANCE	ANNUAL FIRE ALARM INSPECT	450.00
MISTY PRITT		907-341-00	MATERIALS & SUPPLIES	REFUND PARTY RENTAL 10/15/	90.00
				10/01/2023 - 10/18/2023	8,156.77
				TOTAL:	13,647.80
CONVENTION CENTER		ENCOVA INSURANCE	910-226-00	INSURANCE & BONDS	WCN6007140 9/5/23-10/1/23
				TOTAL:	3.41
PUBLIC SAFETY	MOUNTAIN STATE ELECTRICAL CO	976-459-36	FEMA GRANT#1 GENERAT	CNSTRCT STEELPLATFORM PSC	74,730.60
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	SEP 2023 POLICE PEST CONTR	47.00
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	OCT 2023 PSC INTERNET	150.00
				TOTAL:	74,927.60

10-18-2023 04:43 PM		DISBURSEMENTS 10-1-23 to 10-18-23			PAGE: 6
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2023 - 10/18/2023	8,156.77
				TOTAL:	13,647.80
CONVENTION CENTER	ENCOVA INSURANCE	910-226-00	INSURANCE & BONDS	WCN6007140 9/5/23-10/1/23	3.41
				TOTAL:	3.41
PUBLIC SAFETY	MOUNTAIN STATE ELECTRICAL CO	976-459-36	FEMA GRANT#1 GENERAT	CNSTRCT STEELPLATFORM PSC	74,730.60
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	SEP 2023 POLICE PEST CONTR	47.00
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	OCT 2023 PSC INTERNET	150.00
				TOTAL:	74,927.60

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

F. Strategic Issues for Discussion and/or Vote.

F.1 Approval Financing of the BPD Motorola Radios – Mayor Skinner recognized Chief Gregory who provided an overview of the quotes and financing of the BPD Motorola Radios. The total of quotes, which is under state contract, was \$91,152.74. The chief then deferred to Amberle Jenkins who provided an overview of the financing options from Motorola (through Lease Corporation of America). Mrs. Jenkins recommended we seek local financing rather than participate in the offered financing program from Motorola.

Lease Corporation of America

October 12, 2023

FORMAL PROPOSAL

OBLIGOR:					
CITY OF BUCKHANNON					
<div><div>✓</div><div>This is a finance/ownership contract. No residual value.</div></div> <div><div>✓</div><div>Fixed interest rate for the three (3) year term.</div></div>					
EQUIPMENT:					
RADIO EQUIPMENT					
OPTION 1					
Acquisition Cost:	\$91,152.74	Term:	Three (3) years	First Payment Due:	At Closing
Down Payment:	\$ 0.00	Payment Mode:	Annual in Advance	Payment Amount:	\$35,031.82
Trade In:	\$ 0.00	Interest Rate:	16.160%		
Principal Balance:	\$91,152.74	Rate Factor:	0.384320		
OPTION 2					
Acquisition Cost:	\$91,152.74	Term:	Three (3) years	First Payment Due:	At Closing
Down Payment:	\$ 0.00	Payment Mode:	Monthly in Advance	Payment Amount:	\$3,004.92
Trade In:	\$ 0.00	Interest Rate:	12.180%		
Principal Balance:	\$91,152.74	Rate Factor:	0.032966		
<div><div><div><div>• This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.</div><div>• Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor may result in a documentation fee being assessed to the Obligor.</div><div>• This transaction must be credit approved, all documents properly executed and returned to Lease Corporation of America and the transaction funded on ALL proposals on or before October 26, 2023. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligor or its assignees, then Obligor or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety. Should there be a significant change in market rates at any time prior to funding of the transaction, Baystone Government Finance reserves the right to adjust the Interest Rate quoted above.</div><div>• This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.</div><div>• OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE \$10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.</div></div></div></div>					

LEASE CORPORATION OF AMERICA		CITY OF BUCKHANNON	
Signature	Title	Signature	Title
Date		Date	

**Motion to allow Amberle Jenkins to acquire the lowest rate for financing of the BPD Motorola Radios at a cost of \$91,152.74 and execute the same was made by Reger/McCauley. Motion carried.**

**F.2 Modification to the COB Outside Entity Funding Request Application** – Mayor Skinner provided an overview of a request by the Revenue and Expense Review Committee to change the requirements to a reporting model rather than a reimbursement model as some organizations requesting funding cannot front the expenses. They are also asking that we change the percentage that we can provide from 50% to 100% of the projected expenses. Discussion took place with Mr. Reger asking that the reporting be completed within 30 days of the conclusion of the event. The Mayor, along with several Council members, felt that reporting be completed within 45 days of the conclusion of the event would be more practical.

**Motion to accept the recommendation of the Revenue and Expense Review Committee to change the requirements to a reporting model rather than a reimbursement model; change the percentage to provide be changed from 50% to 100% of the projected expenses; and, require a reporting of how the funding was used within 45 days of the conclusion of the event was made by Reger/Bucklew. Motion carried.**

**F.3 Discussion/Possible Action Proposed Stockert Youth & Community Center Building Project** – The Mayor reported that we have not received the Letter of Condition for the USDA so no action could be taken.

## **G. Comments and Announcements**

**G.1 Pamela Bucklew:** Mrs. Bucklew thanked all those who came out this past weekend to support the presentation of “Death by Dessert”, a Chamber of Commerce and BCT fundraiser.

**G.2 David McCauley:** Mr. McCauley spoke about the fall decorations that we used to do throughout the city. He recommended that we resume seasonal decorations.

**G.3 Jack Reger:** Mr. Reger commended the Fire Department, City Horticulturist, along with all city departments that help with keeping Buckhannon a great city.

**G.4 Dave Thomas:** Mr. Thomas agreed with Mr. Reger’s comments and congratulated Mayor Skinner for his selection as a West Virginia delegate to the Southern Mayor’s Conference. He also offered his assistance to work with Amberle Jenkins on better ways to invest some of the City’s finance. He also discussed the concerns that he has with the national economy.

**G.5 CJ Rylands:** Mr. Rylands also commented on the national economy and certain changes to the national banking regulations that are troubling. He then spoke about the Dicken’s Festival that will take place December 2, 2023

**G.6 Randall Sanders:** Mr. Sanders commented on the Colonial Arts Center noting that it is looking fantastic and that Saturday, October 21, 2023 would be the Grand Opening of the center. He thanked Jerry Arnold, Brad Hawkins and Amby Jenkins for the work the City’s crews have done to finalize the center.

**H. Mayor’s Comments and Announcements:** Mayor Skinner noted that the Planning Commission would like to have a joint meeting with the Historic Landmarks Commission and the City Council to discuss affordable Housing in Buckhannon. He supports the request and recommends that we find a date to do so. Also, the UCDA is working on a comprehensive housing study completed. He also was concerned with public comments that the Council takes credit for a lot while we actually show our appreciation consistently for the successes of our city employees and community members. He sincerely thanks all those who work so hard.

**At 8:09 PM, per a request of the Mayor, a motion to move into an Executive Session per WV Code § 6-9A-4 Property Matters was made by Thomas/Sanders. Motion carried.**

**At 8:51 PM a motion to move out of Executive Session was made by Sanders/Rylands. Motion carried.**

Mayor Skinner noted that at 8:51 PM, Council left an Executive Session per WV Code § 6-9A-4 to discuss Property Matters where no decisions were made.

## **I. Adjournment**

**Motion to adjourn at 8:52 PM was made by Thomas.**

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

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