

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

A special session of the Buckhannon City Council with the Stockert Youth & Community Board of Directors & Municipal Building Commission was held on Monday, October 2, 2023, at 6:00 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 - GTM
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
SYCC Board Member	Sam Nolte	Present
SYCC Board Member	Tammy Samples	Present
SYCC Board Member	Don Nestor	Present
SYCC Board Member	Nancy C. Shobe	Present
SYCC Board Member	Pamela Martin	Present
SYCC Executive Director	Deborah Brockleman	Present
Municipal Building Commission Chair	Jane Godwin	Present
Municipal Building Commission Vice-Chair	Kelly Queen	Present
Municipal Building Commission Secretary	Erica Byrd	Present
Municipal Building Commission Member	Danny Williams	Present
Municipal Building Commission Member	Justin Dynes	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Engineer	Jay Hollen	Present
Director of Public Works	Jerry Arnold	Present
MyBuckhannon.com	Monica Zalaznik	Present

Guests: Tom Aman, Steptoe & Johnson; Ryan Hess, Jim King, Mills Group; Stacy Karickhoff, USDA.

***Special Session of City Council of Buckhannon with Stockert Youth & Community Center & Municipal Building Commission – 6:00 pm in Council Chambers Meeting Agenda for Monday, October 02, 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. Strategic Issues for Discussion and/or Vote**

- B.1 Proposed SYCC Building Project: Budget & Design Plan

**C. Adjournment**

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

**B.1 Proposed SYCC Building Project: Budget & Design Plan**

Mayor Skinner recognized Tom Aman of Steptoe & Johnson, who are serving as our bond council, and he provided an overview of how this process started, what has taken pace thus far, and where we need to go from here. Mr. Aman stated that since the cost estimator has recently presented us with a figure higher than City Council was comfortable with, it was recommended that we schedule this meeting, which includes all the interested parties.

Mayor Skinner next recognized Stacy Karickhoff of the USDA, who is working with us on the application and processing for the USDA financing, and she provided an overview of what has taken pace thus far, and where we need to go from here. Ms. Karickhoff noted that our paperwork is now at the national office level and that the current interest rate is 3.875% over either a 30 or 40 year period. There will be a necessary 2-year construction loan program necessary, which will need to be handled by an interim loan from a commercial lender. A brief Q & A took place.

Mayor Skinner recognized Ryan Hess of the Mills Group who provided new drawings that provide flexibility to what we will included in the bid packages; specifically, having deduct alternates to remove costs from the project, based at \$200 a square foot. It was noted that the deduct alternates must be in a specific order in the bid package. A discussion with the attendees took place.

Mayor Skinner polled council members on the amount they would each feel comfortable for the SYCC project cost. The result were:

Bucklew – \$4,500,000 but no more than \$5,000,000

McCauley – \$4,500,000

Reger – \$4,000,000 but no more than \$4,500,000

Rylands – \$3,500,000 but willing to consider some increase (based on programming being offered)

Thomas – \$3,500,000 but no more than \$4,500,000

Sanders - When Mayor called recognized Recorder Sanders, he asked for Amby Jenkins to participate in the discussion. He asked her if we financed \$4,500,000, knowing that we would have a yearly cost of \$252,000 in payments, can we handle that payment and still fund the parks, the repair of streets, etc. Amby provided an overview of the budget we are currently in stating that her comfort level would be \$3,000,000 but she realizes that it most likely need to be \$3,500,000 to \$4,000,000, which she feels that we can handle. Sanders agreed that he would hope to be at \$3,500,000 but he will not vote for anything above \$4,000,000.

Further discussion took place with all present.

Mayor Skinner asked Mr. Aman what needed to be further addressed at this meeting. A part of his recommendation was that the Building Commission start working with the local banks on the 2-year construction loan program. He felt that the Council needs to give the Mills Group the go ahead for sending out the project for bid and the Municipal Building Commission needs to arrive at an amount of the loan(s). It was noted that we can approve the project for bid, pending the receipt of the letter of condition from the USDA and Ms. Karickhoff confirmed that would be okay.

Mayor Skinner asked the Municipal Building Commission to consider taking action this evening.

**Motion to take a short recess for the Municipal Building Commission to meet was made by Reger/McCauley. Motion carried.**

**Motion to return from recess was made by Thomas/McCauley. Motion carried.**

**Motion by the Municipal Building Commission for the Municipal Building Commission to recommend to the Buckhannon City Council to take action to authorize the project to go out for bid, pending the receipt of the letter of condition from the USDA, and submitting a loan request of no more than \$4,000,000, was made by Williams/Queen. Motion carried unanimously.**

### **C. Adjournment**

**Motion to adjourn at 7:25 PM was made by McCauley/Thomas.**

**Mayor Robert N. Skinner III**

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**City Recorder Randall H. Sanders**

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