

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

A special meeting of the Buckhannon City Council was held on March 30, 2023 at 9:00 am with the following in attendance:

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
Director of Finance & Administration	Amberle Jenkins	Present
Fire Chief	JB Kimble	Present
MyBuckhannon	Katie Kuba	Present

Guests in attendance: James Valenson-Volunteer with WAMBS Association, Tim and Sasha Hibbs representing Infamous Art Gallery, James Powell- Agent Loudin Insurance Agency, R Harvey and Guests from Country of Ghana- Nicholas NiiTetty-Amarteifio and Evelyn Naa-Dei Thompson

***Special Session of City Council of Buckhannon
9:00 A.M. in Council Chambers
Meeting Agenda for Thursday, March 30, 2023***

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 Discussion/Possible Vote Outside Entity Funding Request from Infamous Arts Collective Gallery Project
- B.2 Discussion/Possible Vote Approval Westfield Property Insurance Renewal
- B.3 Discussion/Possible Vote Approval Travelers Liability Insurance Renewal
- B.4 Fire Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & to Set Date of Interviews for Position of Probationary Firefighter

C. Adjournment

Posted 03/22/2023 Revised 03/27/2023

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:

Mayor Skinner recognized the guests visiting from Ghana, representing for the National Cadet Corps, Nicholas NiiTetty-Amarteifio and Evelyn Naa-Dei Thompson. They are visiting Buckhannon ahead of the World Association of Marching Show Bands 2023 competition to be held in Buckhannon July 2023.

Nicholas relayed that the visit and upcoming competition to Buckhannon is not just about a musical competition. It is about building bilateral relationships, possible business opportunities, understanding of different cultures and getting a personal view of Buckhannon. He remarked that they have enjoyed the visit in this humble, wonderful community. He presented a gift to the Mayor and invited him to visit Ghana.

Mayor Skinner expressed his gratefulness for the visit and presented the visitors from Ghana with keys to the City of Buckhannon.

B. Strategic Issues for Discussion and/or Vote:

B.1 Discussion/Possible Vote Outside Entity Funding Request from Infamous Arts Collective Gallery Project. Mayor Skinner recognized the guests in attendance representing item B.1 on the agenda:

Tim and Sasha Hibbs explained that they have been part of the community for a couple of years on Main Street. They have supported many artistic events. They now want to move their activities and try to preserve a historic building located at 13 South Florida Street.

The following request was submitted and recently reviewed by the Revenue Review Committee:

City of Buckhannon, WV
Funding Request Application
Fiscal Year 2022-2023

Name of Organization Requesting Grant Funding: Infamous Art Collective

Organization Address: 34 East Main Street, Buckhannon, WV 26201

Organization Phone Number: (304) 704-4755

Organization Email Address: sashamarie99@gmail.com

Organization Website: infamousartcollective.com

CEO/President/Executive Director Name: Timothy Hibbs

Contact Person: Tim or Sasha Hibbs

Contact Person Phone Number: (304) 704-4755

Contact Person Email: sashamarie99@gmail.com

Name, Address, Phone Number and Email of person completing this application.

Name: Nicki Bentley-Colthart, Consultant, The Grant Advantage

Address: 238 Childers Run Xing, Buckhannon, WV 26201

Phone: (304) 516-7884

Email: nicki@thegrantadvantage.net

Amount of Funding requested: \$20,000.

Matching Funds for WV State Historic Preservation Grant Office Development Grant,
Name of Project: To replace a roof and repair water damage to the historic Liberty in Christ Church
located at 13 S. Florida Street in Buckhannon.

Provide Additional Pages If Necessary:

Please provide a description of the organization: (max 100 words)

Established in 2022, The Infamous Art Collective is group of artists for artists, contemplating and visually interpreting the elements of life.

Project Narrative: Include a description of the project, goals and objectives, benefits to the citizens of the City of Buckhannon. (max 500 words)

In July 2022 Tim and Sasha Hibbs entered into a land-contract agreement to purchase the historic Liberty in Christ Church. This facility will house the nonprofit The Infamous Art Collective of which Tim and Sasha are founding members. Constructed in 1873, the facility is listed on the National Register of Historic Places as a part of the Buckhannon Central Residential Historic District. However, the church is in need of a roof replacement and has suffered from many years of leaking which continues to cause extensive damage to the interior ceiling and floors of the facility. At this time, the Collective is applying for a West Virginia Culture and History grant through the WV State Historic Preservation Office (SHPO) to repair the roof and water damages, thereby preventing further decay to the historic structure. Prior to purchase, this facility has been vacant for many years falling into further disrepair. In order to qualify for the state grant funding, the Collective must also secure a pledge from local sources to provide matching funds to cover 50% of the costs of the project. The Collective have received a quote for \$18,255 to replace the roof and anticipate a total project cost of \$40,000 for the roof and the underlying damage repairs. At this time, the Collective is asking the city to consider a commitment to match \$20,000 if the SHPO grant is awarded to the Collective. If awarded the grant would begin in July 2023 and operate for one year.

Why do you feel the City of Buckhannon should consider funding this project? (max 200 words)

Buckhannon is a strong art community with a rich appreciation for the history of our community. This project will allow the City to reduce abandoned properties, enhance the growing arts community, preserve a historic structure, and support a local nonprofit organization. By providing these matching funds, an additional \$20,000 will be brought into the community from the state program. If the state grant proposal is not approved for funding, there will be no obligation of the city to provide the pledged matching funds.

How many individuals are expected to benefit from your project?

In the one year of the grant the facility will be stabilized, and water damage repairs initiated. This will lead to greater use of the facility for artist and musicians on a monthly basis upon repair completion. It is anticipated that 100 individuals will benefit directly from the facility either as a creator, collaborator or patron by the end of the first year after the repairs are complete.

If other organizations are collaborating on this project, provide the name(s) of organization(s) and a brief description of the collaboration. *If no Collaborations, enter "none" (max 300 words)

The WV Division of Culture and History, State Historic Preservation Office – providing prime grant award (if selected for funding)

Do you consider this project to be a continuing, long-term project with future financial needs?

Yes

X No

If yes, what is your future funding plans? (max 100 words)

This project will not require additional funding once the repairs are completed.

How many volunteers will contribute time to the project?

Tim Hibbs has been and will continue to provide volunteer hours, clearing and removing damaged debris in the facility and coordinating a supervising the repairs.

Anticipated date of project completion:

June 30, 2024

Detailed Budget of the project (be specific): (max 300 words)

The budget includes matching funds to support the roof repairs and underlying damage.

Describe other funding sources (be specific): (max 300 words)

The Collective is seeking a primary award from the WV Division of Culture and History in the amount of \$20,000.

Does your organization have an annual audit?

Yes
☒ No

If yes, please attach.

Is your organization designated by the IRS as a NON-PROFIT?

☒ Yes
No

Please attach your IRS Determination Letter.

What are your expected outcomes from the project and how will they be measured? (max 300 words)

The expected outcomes are to stop the source of water damage while maintaining historic integrity of the facility. This will be measured by the completion of repairs and review by the State Historic Preservation Office.

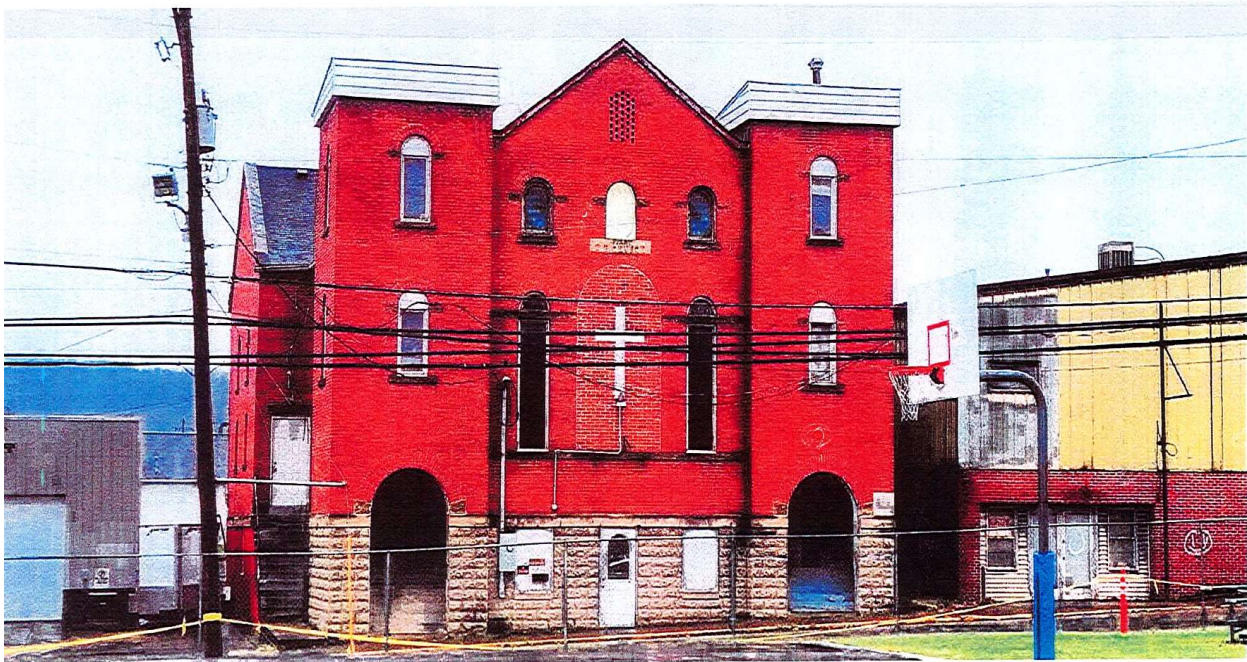
What is the target Population for the project?

The repair project does not have a target population, but the nonprofit using the facility after repair ha a target audience of artists, students, and the general public in Buckhannon and surrounding communities.

What geographic area of City of Buckhannon or Upshur County will this project serve?

This project is located at 13 South Florida Street in Downtown Buckhannon

Date Submitted: March 22, 2023



Revenue Review Committee recommendation to City Council:

The Revenue Review Committee met on 03/24/23 at 9:00 am

In attendance: Robert Skinner III, Scott Randall, Barbara Hinkle, Jack Reger-GTM, Amberle Jenkins, David Thomas-GTM

- **Infamous Art Collective Gallery**, amount of funding request \$20,000.00 –matching funds for WV State Historic Preservation Grant Office Development Grant, to replace a roof and repair water damage to the historic Liberty in Christ Church located at 13 South Florida Street in Buckhannon, WV.

There were concerns and questions with the application:

The Outside Entity Funding Request states that Expenses ineligible for funding are capital improvements, administrative expenses, building renovations and debt services.

Even if funding could be considered. The titled owner of the property is not the applicant. The land contract is in the name of an individual not a 501 c 3 organization.

No financial information was included.

The property is in a floodplain, which will bring challenges for further renovations. Applicant showed no proof of the ability to further renovate the building.

Questions also arose on the ability to meet requirements to obtain a grant from the WV Dept of Arts, Culture and History for a Development Grant.

All members of the Revenue Review Committee agreed that they could not recommend a contribution for this request of \$20,000 to City Council.

Council discussed the request at length with Mr. and Mrs. Hibbs but also had the same concerns as the committee. They suggested that a request for programming might be better received as they would like to help support the group.

Mayor Skinner had prepared a letter of support for the group.

Office of the Mayor
Robert Neal Skinner, III



City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

March 8, 2023

Dear Members of the Selection Committee,

I write to you today in my capacity as Mayor of our wonderful City of Buckhannon to strongly encourage financial support of the Infamous Arts Collective Gallery, which proudly calls our small, Appalachian town, "home."

Since first opening their doors on Main Street in the heart of our Downtown just two years ago, Tim and Sasha Hibbs, both incredibly talented artists themselves, have welcomed and showcased hundreds of talented local artists to join their vision of fostering and enriching the creative and cultural experience in our community. Everyone's artistic voice is not only appreciated, but encouraged to be as bold and unique as possible – thus enhancing the variety and interest in each show.

Through much hard work, blood, sweat, and tears, Tim and Sasha have given of themselves – with their time and personal resources to establish one of the most important and iconic public draws to our Main Street. The space has been a gamechanger in our Downtown, and has inspired the creative side of our community, and for that, I could not be more proud or more thankful for their talent, gifts, heart, and dedication. They truly represent the best of our citizenry here in Buckhannon.

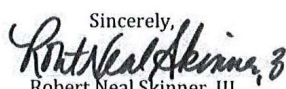
In addition to the Downtown space, the Infamous Art Collective has been involved in educating students in our local schools, and by featuring youth art physically within the Main Street space.

From the perspective of a small-town mayor, a vibrant Downtown arts scene is the lifeblood of a community. In terms of importance, the need for a robust arts and artists presence equals that of any public utility service. Both local residents and visitors alike enjoy the culture of a city much more when the feeling of creativity and aesthetic beauty are present. The Infamous Art Collective Gallery has been instrumental in helping our small city achieve the enrichment and environment we've long desired.

As we transition to looking at the future for this incredible group of people, the goal of any organization is certainly to grow, and become better tomorrow than they were today. With the purchase of the former Evangelical United Brethren Church, located at 13 South Florida Street, the Infamous Art Collective Gallery has unlimited potential. This space, first built in 1879, is four times as large as their location on Main Street, but still located within the Downtown core of our city.

Here, Tim, Sasha, and the many artists supporting them, will be able to expand upon what they've already been doing, thus bringing more people Downtown, and continuing to expand the already impressive arts scene in Buckhannon. They cannot do this, however, without your financial assistance. On their behalf, I am sincerely requesting your assistance. Receiving this grant will be a gamechanger for this gamechanger in our community. Please help make our friends' dream a reality.

Thank you for your consideration.

Sincerely,

Robert Neal Skinner, III
Mayor, City of Buckhannon

Motion Reger/ Sanders to deny the request that was submitted in the amount of \$20,000 to match potential grant funds to repair/replace a roof and water damages. Motion carried.

**B.2 Discussion/possible vote approval Westfield Property Insurance Renewal:
B.3 Discussion/possible vote approval Travelers Liability Insurance Renewal:**

Insurance Agent Jamie Powell-Loudin Insurance Agency presented the following summary that outlined the expected increase of 9.3% for liability and auto insurance, covered by Travelers Insurance.

COVERAGE	EXPIRING TERM PREMIUM	PROPOSED TERM PREMIUM	
Crime	\$1,288	\$1,606	\$318
Inland Marine	\$10,143	\$10,174	\$31
General Liability/Professional Liability	\$19,493	\$16,706	(\$2,787)
Employee Benefits Liability	\$222	\$222	\$0
Law Enforcement Liability	\$17,245	\$20,033	\$2,788
Public Entity Management Liability	\$6,745	\$7,404	\$659
Public Entity Employment-Related Practices Liability	\$15,323	\$17,482	\$2,159
Cyber	\$7,459	\$8,946	\$1,487
Automobile Liability	\$47,527	\$56,011	\$8,484
Automobile Physical Damage	\$13,712	\$15,255	\$1,543
Umbrella	\$20,435	\$20,741	\$306
Sub-total	\$159,592	\$174,580	\$14,988
Taxes & Surcharges	\$813	\$846	\$33
TOTAL ANNUAL PREMIUM	\$160,405	\$175,426	\$15,021 9.30%

Increased Uninsured and Underinsured Motorist coverage from \$500,000 to \$1,000,000 due to Stockert Bus Risk Exposure

The major areas of increase were auto liability, employment practices and law enforcement liability.

Auto liability – Accidents and deaths are up. Distracted driving is a major cause. The auto market has not completely stabilized. New vehicles still have some delay in delivery. Used vehicles are still valued higher. The cost of repairs have greatly increased.
Mr. Powell also identified that the SYCC bus travels outside the city limits often. He suggested increasing the threshold from \$500,000 to \$1,000,000.

Law Enforcement Liability - Lawsuits and focus on police departments nationwide.

Employment Practices Liability - Lawsuits - pre 2023 -lawsuits brought on by vaccination requirements, return to work, discrimination. Now increased exposure to diversity, equity initiatives, social and environmental issues.

Cyber Insurance is also a major concern nationwide. Mr. Powell has concerns that this could become a specialized insurance.

Mr. Powell also reported that the Westfield (property) Insurance policy had very little change in premiums. Less than \$1000 annually.

Mayor Skinner stated that he had a discussion with Mr. Powell recently, since he was formerly an insurance agent, he was very familiar with the issues surrounding increases everywhere. He agreed with the increase from \$500,000 to \$1,000,000. This is much smarter than adding it to the umbrella.

The Mayor also recommended that once we get the appraisals back for the Water and Sewer Plants, to increase the deductible to \$10,000.

Motion Rylands/ McCauley to renew the Westfield (property) Insurance Policy. Motion carried.

Motion McCauley/Rylands to renew the Travelers (liability, auto, cyber,) Insurance policy. Motion carried.

B.4 Fire Civil Service Commission recommendation of the top (3) three candidates to Council for consideration of hiring and to set date of interviews for position of probationary firefighter:

Mayor Skinner reminded Council that there is one vacancy in that department. Mr. Reinking, quit last year and that position has not be filled.

March 21, 2023

Mayor and City Council Members,

Re: Approval of candidates per the Fire Civil Service Commission for probationary firefighter list of certified eligibles:

A Fire Civil Service Commission meeting was held on March 20, 2023 to review and to begin the process to replenish the eligibility list for submittal of three (3) candidates to City Council as required by the Fire Civil Service Commission Rules and Regulations.

Upon completion of the Buckhannon Fire Civil Service requirements we are pleased to advance and certify the following candidates to the list of eligibles for the position of probationary firefigher.

- | | |
|-------------------------------------|---------------------------------|
| 1. Marcus James Allen Miller | <i>Expire 03/04/2026</i> |
| 2. Anthony Ryan Dodrill | <i>Expire 02/12/2025</i> |
| 3. Tyler Jesse Pritchard | <i>Expire 03/04/2026</i> |

*Commissioner Lanora Wentz
Commissioner Robert Parker
Commissioner Abigail Benjamin*

Motion Rylands/Sanders to accept the recommendations to interview the following three candidates:

**Marcus James Allen Miller
Anthony Ryan Dodrill
Tyler Jesse Pritchard**

Motion carried.

There being no further business to be transacted, meeting was adjourned at 10:12 am.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
