

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

A regular meeting of the Buckhannon City Council was held on Thursday, March 21, 2024, at 7:00 p.m., in the Council Chambers of City Hall. The following individuals were in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Present
Council Member	David McCauley	Present
Council Member	Jack Reger	Absent
Council Member	CJ Rylands	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present-GTM
Buckhannon Police Department	Chief Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Present
Mayor's Office	Barbara Hinkle	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present
Record Delta	Noah Jeffries	Present

Guests: Dixie Green, City Horticulturist; Willard Scott; Meredith Cottrell, WVWC; Dr. Tim Reese – GTM.

***City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, March 21, 2024***

A. Call to Order

- A.1 Moment of Silence
- A.2 Pledge to the Flag of the United States of America

B. Recognized Guests

- B.1 West Virginia Wesleyan College Student Senate Meredith Cottrell-Greetings & Campus News

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- Matt Gregory
- C.5 City Attorney - Tom O'Neill

D. Correspondence & Information

- D.1 Charles Gibson Library Director's Report -March 2024
- D.2 Novelis ALR Rolled Products, Inc. Announcement of Planned Action of Total Closure of the Buckhannon Plant
- D.3 Notice EPA Begins Assessment & Cleanup Jawbone Run Oil Spill

E. Consent Agenda

- E.1 Approval of Minutes - Regular Meeting 03/05/24, Special Budget Work Sessions 02/14/24; 03/12/24, Joint Meeting Council & Planning Commission 01/11/24
- 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 Resolution No. 2024-03 General Fund Budget Revision #4 FY 2023/2024
- F.2 Approval Budget FY 2024/2025
- F.3 Approval Justice Assistance Grant (JAG) through the Mountain Region Task Force-BPD
- F.4 Discussion/Possible Vote to Consolidate Management of CAC & Brushy Fork Event Center
- F.5 Approval Ordinance No. 466 Expediting Enforcement of Property Nuisance Ordinances 2nd/Final
- F.6 Discussion/Possible Vote to Direct City Attorney to Draft Ordinance to Increase the Fire Protection Service Fees
- F.7 Discussion/Possible Vote to Direct City Attorney to Draft Ordinance to Increase the Police Protection Service Fees
- F.8 Discussion/Possible Vote To Advertise Director of Public Works Position
- F.9 WVSF Amended Request- Street Closure for the Junior Royalty Parade Lineup on Thursday, May 16, 2024 &For the Grand Feature Parade Lineup on Saturday, May 18, 2024
- F.10 Request to Cancel the City Council Meeting Date of May 16, 2024, due to conflict with the WVSF

G. Comments and Announcements

- G.1 Pamela Bucklew
- G.2 David McCauley
- G.3 Jack Reger
- G.4 David Thomas

G.6 CJ Rylands
G.7 Randall Sanders

H. Mayor's Comments and Announcements

I. Executive Session –Personnel Matters Per WV Code § 6-9A-4

J. Adjournment

Posted 03/18/2024

A. Call to Order: Mayor Robbie Skinner called the March 21, 2024, regular meeting of the Buckhannon City Council to order, followed by a moment of silence and pledge to the flag.

B. Recognized Guests: Mayor Skinner recognized Willard Scott, who requested to address the City Council. Mr. Scott introduced himself and noted that he is an employee of Novelis ALR Rolled Products, Inc. He expressed his concern with the recent announcement of the total closure of the Buckhannon Plant and the effect it will have on himself, his fellow employees, and the community. Mayor Skinner noted that he is a part-time Mayor who also serves as the Executive Director of the Upshur County Development Authority, and he has been active in contacting all related parties and government entities, area representatives, etc., who may have influence regarding the situation. Thus far, there has been no news to report. A discussion with the City Council took place.

B.1 West Virginia Wesleyan College Student Senate Meredith Cottrell-Greetings & Campus News – Meredith provided the following updates from WVWC to the City Council:

- Good evening, and Happy Spring to you all!
- First of all, we would like to thank you for approving the PAC's painting of a crosswalk on College Ave. We are so excited to see it completed!
- The Class of 2024 will be making history at the College as they will be the FIRST class ever to hold commencement ceremonies in Wesley Chapel.
- All spring sports are in full swing; please visit our website for game dates and times. Tennis, Lacrosse, Baseball, Softball, track and field, Golf, Spring Soccer and spring football are all very busy
- Students attended Prevention Day in Charleston over Spring Break. We anticipate scheduling a Suicide Prevention Walk in September 2024 for the college and the community to participate in.
- Today, a Career & Graduate School Fair on campus welcomed several businesses, organizations, and guests to engage with students.
- Right now, students are at the Parish House preparing and serving up Beef Stew at the Parish House for their monthly Community Dinner.
- Women's History Month is off to a great start. The WE LEAD Human Rights team encouraged students to write empowering notes to the incredible women who have impacted their lives. There have also been workshops and discussions about Women's Voice in the Black Lives Matter Movement and the impact of HIV on Women's Health.
- Students volunteered at the Book Swap at the Upshur County Public Library this past weekend. Another student has also been instrumental in developing and maintaining a new Seed Library there. Our involvement with the Library doesn't end there! We have volunteers signed up and ready to help at the upcoming Ramp Dinner fundraiser on April 12th. We hope to see you there!
- A few students have been committed to the Free Meals Appalachia Saturday Meals at First Presbyterian Church, and three carloads of students made their way to Pickens last weekend to help with the Maple Syrup Festival.
- The Bobcat and a few students volunteered at the Read Across America event at Union Elementary School over our Spring Break.
- Our Animal Welfare Team is conducting a Pet Supply Drive through April 1st.
- There is a Red Cross Blood Drive on campus on March 28th in the Social Hall.
- If you saw the Easter newsletter from the CVB, that was the work of our Service Scholar student at that site!
- As of today, Literacy Volunteers of Upshur County has confirmed the location of their Spring Book Sale to be at the Tennerton United Methodist Church. Students will be the muscle behind the operation as we move thousands of books from a storage unit to the church. Please buy all the books on April 26th and 27th, so we will need a little less muscle to move the leftover books back to the storage unit.
- Our students will have Thursday and Friday off of Easter weekend, but the college will remain open; many students will stay over the break for athletic contests

A Q&A with the City Council took place.

C. Department & Board Reports

C.1 Public Works Director- Jerry Arnold - Mayor Skinner recognized Mr. Arnold, who provided the following report:

Street:

- Crews are planning to begin pothole repairs next week if the Blacktop plant in Elkins reopens (a breakdown caused it to close shortly after it opened for the season).
- We have received the four light poles for GGW to complete lighting up Amelia Drive after pavement repairs are completed.
- We have ordered and received approximately 9000 sq. ft. of TrueGrid product to be installed at the Madison Street lot.

Sewer:

- WVDEP conducted the annual sewer plant lab inspection with no anticipated deficiencies.
- Maintenance crews have been inspecting the Deanville Pump station, rerouting septic hauler discharge from the bar rack, installing new plumbing polymer lines at the belt press, and installing a new control panel at the Wood and Ritchie Pump station.
- Line Crew 1 has been completing taps on RT 20 N, Cardinal Street, and plugging lines at the county building set to be razed.
- Line Crew 2 replaced a failing storm line along Monongalia Street, upgraded approximately 20' of line in Andregg Addition, and repaired a sinkhole on 5th Street.
- Crews have begun work on the Island Avenue Project; the first bore started today.

Waste:

- Nothing new to report.

Water:

- Crews started working on the Meade St. Waterline Project.

Engineer:

- ARPA – Tennerton Booster Station Contract B is approximately 75% complete. The roof, doors, miscellaneous electrical panel boxes, piping, excavation, concrete pour, and walls have been completed. The electrical panel for the building has been delivered but not installed.
- CRS – Working on gathering the necessary information required by CRS for an April 2024 submission and revising the repetitive loss mailing to all structure owners in the Special Flood Hazard Area. The letters shall be mailed before April 1, 2024.

Recorder Sanders explained the recent news release concerning the Meade Street Waterline Project, explaining that we could not provide definite closure dates due to the nature of the department's work schedules.

Mr. McCauley led a discussion concerning GIS markers within the cemetery.

C.2 City Horticulturist – Dixie Green – Mayor Skinner recognized Dixie Green, who provided an overview of the flower season. They will be out in April preparing beds, and the flowers should be out in the first part of May. We can look forward to bright colors in the flower themes. A Q&A took place, which covered summer help, the Fred Brooks Garden Club, and the Adopt-a-Spot recommendations.

C.3 Finance Director - Amberle Jenkins – Mayor Skinner recognized Amberle Jenkins, who provided the following reports:

Amby report 3-21-24

Balances in the Enterprise Funds February 2024

Waste Collection Board	mm/cking	\$1,551,912	cd/sav \$308,746. Plus a letter of credit for \$64,000
Water Board	mm/cking	\$1,111,895.53	work/capital & savings \$875,965
Sanitary Board	mm/cking	\$956,075	work capital/cds \$459,670

Storm water Fund mm/cking \$175,359

Auditors were in the office this week completing the annual Audit for the fiscal year ending 6/30/2023.

I have talked with USDA representatives a couple times including this week. They needed additional letters from banks for rates and terms that they might offer if the city were to approach them for financing. They needed additional proof that the city could not receive rates and terms that were affordable. They also asked that I review the projected 5 year cash amounts in the feasibility study and let them know if I was comfortable with the projections in the study. I submitted my comments to them yesterday and I have contacted three additional banks for quotes.

We will be mailing out our annual floodplain letter next week. This letter lets property owners know about the 10% reduction in flood insurance rates because we are a CRS 8 community. It also give resident's tips to prevent damage and injury during flood events.

The Upshur County Health Department wanted us to let you and the public know that they plan to attend a Council meeting in the very near future to ask Council to support them in their efforts to adopt proposed rules for permits and services such as inspections. The proposed rules are available for review and comments at the Upshur Buckhannon Health Depart from 8:30 am to 4:30 pm M-F. They are in the process of posting notices about these rules.

Budget: City Council held working sessions for the General Fund Budget as required by WV Code in February and March. They met with supervisors and went over each of the department finances for the General Fund.

Once this budget is approved by City Council it will be submitted to the State Auditor's Office and published in the local newspaper.

The next step is for Council to meet on April 16th to lay the levy rates. The rate for the levy rate for the Charles Gibson Library had to be slightly reduced from 1.5 to 1.38 per hundred of assessed value. This is because the anticipated collections for the library would be over \$106,674 for the year.

This budget presented this evening is \$6,782,900. This largest revenue sources are property tax \$967,000; B&O \$1,490,000 and Sales Tax \$2.1M.

The highlights of expenses include:

14% increase in health insurance

\$20,000 additional to UCDA for a housing study and façade grant

Outside agency contributions of \$10T to Create Buck for Fest Friday; \$25T to Strawberry Fest, \$10T for July 4 fireworks and \$20T allocation for other outside agencies.

Restroom repairs in City Hall

Police Dept budget is \$1,641,000... with \$228T for equipment payments which in clude new pistol sites, computers and paving of evidence lot.

Fire Dept budget \$1,352,000... with \$15T for Vol equipment; \$15T for recruiting of volunteers; \$207,000 for equipments payments; life paks and air packs.

Street Dept budget \$1,665,000.....\$100,000 will be contributed to Consolidated Public Works Board which helps to take care of cemetery; parks and playgrounds.

Additional funds were added to payroll for the new hire of Public Works Director in expectation of Jerry Arnold's retirement; \$88T for equipment payments, \$200T toward paving; \$165,000 for street projects.

Colonial budget \$201T.... with \$64T seating payment, \$25T bookings for shows

Stockert Youth Center budget \$727T... with \$226T for potential new building payment; \$13T Camp supplies; \$47T bond counsel; \$33T for other programs such as karate, dance, drill team.

Event Center \$121T ... with \$40T building payment; and \$40T payroll, benefits for full time hire

C.4 Police Chief - Matthew Gregory - Mayor Skinner recognized Chief Gregory, who provided the following reports:



Buckhannon Police Department

24 S Florida St * Buckhannon, WV 26201
Phone 304-472-5723 * Fax 304-473-7911



City Council Report 3/21/24

1. The police department continues to work with First Choice Services on the Peer Recovery Support Specialist program. After interviewing candidates, Erica Bennett was offered the position by First Choice Services. She began training with them on March 18. Training is scheduled to last for 2 weeks at which time she will be embedded with the Buckhannon Police Department.
2. The deadline to receive applications for probationary patrol officer is set for Friday, March 22. The Police Civil Service Commission will meet on Tuesday, March 26 to review the applications, at which time a testing schedule will be established.
3. The new Motorola mobile radios for the police fleet have arrived and are being installed with the assistance of Derek Long.
4. Work continues on staffing the various instructor positions with the police department. Many of these trainings are necessary to fulfill our compliance with CALEA standards and requirements. Just recently, PFC McCauley and Ptlm. Fisher completed Instructor Development training with the FBI.
5. Work also continues on the Wellness Program being spearheaded by Chief Kimble. I have met several times with representatives from Battalion 1 Consultants and have shared voluminous amounts of data with them as we work toward crafting this program toward the department's needs.
6. We continue to meet regarding planning and preparation for this year's Strawberry Festival.
7. The police department has been very busy on the Community Policing front: We have taken part in career fairs at B-UMS, B-UHS, WVWC and will participate in one at BAES next week. Officers also attended a First Responder breakfast with students at Hodgesville Elementary School. On Wednesday, April 10 we will host a WVWC Criminal Justice class where we will present a Use of Force Simulator demonstration.
8. I am currently working on policy updates consistent with recent changes that have been made to the CALEA standards manual. Once this is complete, I anticipate having a meeting with the Policy Review Committee some time in late April.
9. Beyond the instructor positions mentioned above, the police department also continues to utilize our training room to great effect. Recently, we hosted a property/evidence management class & a Report Writing class. In early April, we will host a Body Language for Law Enforcement class and Recognizing Pre-Attack Indicators class.

POLICE ACTIVITIES

MONTH: February

YEAR: 2024

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer:	<input type="text" value="12"/>
By Officers:	<input type="text" value="0"/>
TOTAL ISSUED:	<input type="text" value="12"/>
Citations Issued:	<input type="text" value="27"/>
Misdemeanor Arrests:	<input type="text" value="12"/>
Felony Arrests:	<input type="text" value="2"/>
Calls Answered:	<input type="text" value="306"/>
Complaint Reports:	<input type="text" value="27"/>
Accidents Investigated:	<input type="text" value="9"/>
Community Policing Hours:	<input type="text" value="10"/>
Patrol Mileage:	<input type="text" value="7,463"/>

Council Member McCauley expressed concern over the recent acts of violence, including a fatal shooting. He asked Chief Gregory if he had any theories on what was causing this spike in our area. Chief Gregory did report that most of these were a result of domestic violence and that those types

of incidents seem to be on the rise here and across the country. He recommended that everyone remain vigilant and educate themselves on protecting themselves, their family, and their property. Be aware of those around us displaying signs of trouble and encourage them to seek help.

C.5 City Attorney - Tom O'Neill: The City Attorney deferred his remarks to F. Strategic Issues for Discussion and/or Vote.

D. Correspondence & Information: – The Mayor reviewed the following with the Council:

D.1 Charles Gibson Library Director’s Report -March 2024 - Discussion took place.

Gibson Circulation & Renewals by Month (2023-2024) MARCH

ITYPE	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ANNUAL	
Adult Fiction & PB	198	194	187	175	145	166	106						1171	20.7%
Adult Nonfiction	21	39	18	19	30	31	22						180	3.2%
Books on CD	1	0	5	7	9	0	0						22	0.4%
Easy Books	123	191	105	108	71	91	55						744	13.1%
Juvenile Fiction	53	57	32	40	55	27	14						278	4.9%
Juvenile Nonfiction	25	12	17	17	13	4	5						93	1.6%
Large Print	220	279	264	340	247	220	129						1699	30.0%
New Books	228	238	188	185	187	145	143						1314	23.2%
New Media	10	13	5	3	2	0	2						35	0.6%
Reference	0	0	0	0	0	0	0						0	0.0%
West Virginia Material	4	1	0	2	2	0	0						9	0.2%
Young Adult Fiction	30	21	8	13	8	23	11						114	2%
Young Adult Nonfiction	4	4	0	0	0	0	0						8	0.1%
eBooks (WVReads)	146	134	137	160	140	155	165	142					1186	20.9%
eAudio (WVReads)	72	46	45	59	50	63	60	59					454	8.0%
eMagazines (WVReads)	2	6	8	23	23	18	21	24					125	2.2%
TOTAL	1137	1235	1019	1151	769	943	733	2320	0	0	0	0	5667	100.0%

Building Statistics by Month (2023-2024)

Door Count:	542	616	480	566	446	403	284							2650
Average # People Per Day	22	23	20	23	21	19	20							
Computer Use:	49	52	55	55	48	44	34							259
Reference Questions:	2	3	4	3	4	0	0							16
Curbside Service:	0	0	0	0	0	0	0							0
Microfilm:	0	0	1	0	0	0	0							1
Notary	4	11	7	11	7	2	4							40
Wi-Fi Log-In:	37	72	54	62	54	46	40							279
Virt. Conf. Kit:	0	0	0	0	0	0	1							0
Website Users:	135	131	167	171	149	136	784	130						1803

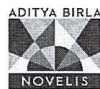
	November	December	January
Donations:	\$47.76	\$24.28	\$32.70
Memorials/Restricted:	\$0.00	\$0.00	\$0.00
Copies:	\$76.95	\$109.95	\$54.15
Faxes:	\$61.50	\$31.90	\$38.50
Book Sale:	\$9.00	\$9.00	\$2.50
Billed / Lost Mats:	\$0.00	\$0.00	\$0.00
Lamination:	\$1.00	\$10.00	\$2.00
Total:	\$195.21	\$185.13	\$129.85

Upcoming Dates

March 9	Tea Time Book Discussion
March 13	Board of Trustees Meeting
March 13-15	WVLA’s Spring Fling Virtual Conference
March 29 – 30	Library Closed: Easter Weekend

April 3-5	Public Library Association Conference
April 7-13	National Library Week
April 10	Board of Trustees Meeting
April 13	Tea Time Book Discussion
April 16	LIBRARY CLOSURE: Annual Training Day
May 11	Library Closed: Strawberry Festival (?)
May 16 @ 4:30	Library Closed: Junior Royalty Parade
May 17 – 18	Library Closed: Strawberry Festival
May 25 – 27	Library Closed: Memorial Day Weekend
June 1	Summer Reading Kick Off Party (10 – 12) – Backyard Area (Weather Permitting) Sign Up Fair with Storytime, Craft, and Outdoor Games
June 1 – July 31	2024 Summer Reading Program: Adventure Begins at Your Library

D.2 Novelis ALR Rolled Products, Inc. Announcement of Planned Action of Total Closure of the Buckhannon Plant - Discussion took place earlier in the meeting.



March 15, 2024

Via Facsimile and [Certified Return Receipt Mail/Email with Read Receipt/[OVERNIGHT DELIVERY PROVIDER CAPABLE OF TRACKING DELIVERY]]

Maureen Persons, Director
Dislocated Worker Services Unit
1900 Kanawha Blvd E
Bldg. 3, Room 312
Charleston, WV 25305

Re: Announcement of Planned Action

Dear Dislocated Worker Unit Director:

I am writing on behalf of Novelis ALR Rolled Products, Inc. to give you notice that there will be a total closure of the Buckhannon plant located at 1 Moore Ave. Buckhannon, WV 26201 on June 13, 2024. This closure is expected to be permanent and will affect all employees.

The following is a list of the job positions and number of individuals who will be affected by the plant closure:

Job Title	Number of Affected Individuals
Plant Manager	1
Human Resources Coordinator	1
EHS Manager	1
EHS Coordinator	1
Engineering/Maintenance Leader	1
Production Planner	2
Logistics Coordinator	1
Assistant Mill Operator	4
Core Cutter	1
Electrical Engineer	1
Electrician	2

Furnace Technician	3
Janitor	1
Knife Grinder	1
Lab Technician	1
Packer	6
Machinist	1
Maintenance Technician	3
Material Handler	9
Mechanical Engineer	1
Occupational Health Nurse	1
Mill Operator	4
Plant Controller	1
Slitter Assistant	10
Slitter Operator	15
Quality Engineer	1
Operations Leader	4
Utility Operator	2

If you have any questions or want additional information concerning this matter, please contact Mary Baker, Human Resources, at (304) 266-4468.

Sincerely,
James Praino
Plant Manager – Novelis Buckhannon

cc: The Honorable Robbie Skinner III (via [Facsimile,]Email[.] and Certified Mail)

D.3 Notice EPA Begins Assessment & Cleanup Jawbone Run Oil Spill – Discussion occurred.



EPA begins assessment and cleanup

The U.S. Environmental Protection Agency (EPA), along with its contractors, are working with the West Virginia Department of Environmental Protection, local city officials, and the Speedway at 1 Green Street to assess the threat of an oil product [fuel or other petroleum byproduct] spill to Jawbone Run. EPA has not observed signs of an oil product spill to Jawbone, but has initiated cleanup actions to remove spilled oil product underground and alleviate the release of vapors into the community. The source of the spill has not yet been confirmed. Since EPA involvement on February 7, 2024 a substantial amount of oil product has been removed. Subsequent cleanup activities will identify the source, clean up impacted areas, and maintain the passive recovery wells until they are no longer needed. The main objectives of the cleanup are to:

- **Mitigate the threat of oil discharge to Jawbone Run and the Buckhannon River**
- **Prevent vapors from affecting nearby residents and businesses**
- **Protect human health and environment in the area**

Passive Recovery Wells



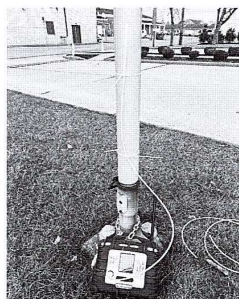
A passive recovery well collects spilled oil product that is flowing underground with an absorbent sheet which needs to be replaced when fully saturated. The recovery well is also outfitted with barriers to prevent unwanted vapors from being released into the community.

Was oil released into Jawbone Run or Buckhannon River?

EPA made an immediate assessment to determine whether there was an oil spill and to date there has been no release of oil or oil product into either body of water.

What are the results of the air monitoring?

Initial results of air monitoring for oil product vapors in the excavation area came from multiple analyzers and were at elevated levels. Since the initial cleanup, the vapors readings in this area have fallen to acceptable levels and pose no current risk to residents.



Air Monitoring Device

What can I expect?

- Cleanup has taken place over the past week under EPA oversight. Excavation is coming to an end but EPA and its contractors will still be present on site in the upcoming weeks.
- You may see contractors walking around with meters for air monitoring or changing the absorbent material used to soak up oil product in the passive recovery wells.



Questions? Contact us:

Kevin Clark
On-Scene Coordinator
U.S. EPA Region 3
clark.kevin@epa.gov
304-234-0271

Renata Thakurdyal
Community Involvement Coordinator
U.S. EPA Region 3
thakurdyal.renata@epa.gov
215-814-2745

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

E.1 Approval of Minutes - Regular Meeting 03/05/24, Special Budget Work Sessions 02/14/24; 03/12/24, Joint Meeting Council & Planning Commission 01/11/24 - Not available

E.2 Approval of Building and Wiring Permits - As presented.



Permit Fee Report #76134 - #76155

03/05/2024 - 03/20/2024

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
----------	----------------	-------------------	--------------------	-------------	--------------	------------	--------------------------	---------------------	----------------------	-------------------	-----------------	------------------------------------	--------------------

Group: Commercial Electrical Fee

76154	Citizens Bank of WV	66 W Main St	CITY NEON INC	Install Signage on Facade of Elevator Tower 96.21sf	38,856.00	100.00	A Commercial Property		3/20/2024	Yes	N/A	No	
					38,856.00	100.00							

Group Total: 1

Group: Commercial-Industrial (nonresidential)

76155	Thomas Thacker/Forever Young Farms/Endo Solutions	1 College Ave		1st Floor Retail Business, Parking, Signage	200.00	15.00			3/20/2024	Yes	N/A	No	
76154	Citizens Bank of WV	66 W Main St	CITY NEON INC	Install Signage on Facade of Elevator Tower 96.21sf	38,856.00	291.42	A Commercial Property		3/20/2024	Yes	N/A	No	
76153	Foster Marketing Group	23 E Main St		Paving Lot	5,500.00	52.25		No		Yes	N/A	No	
76150	BUCKHANNO N NUTRITION-JORDAN BULLOCK	2 TRADE RS ALLEY		BANNER 72"x36" on the area from post	100.00	15.00		No	3/18/2024	Yes	Zone AE	No	No
76149	Community Care WV	22 N Locust St	DSO MECHANICAL LLC	Replace Plumbing in lower building	21,681.35	184.29				Yes	N/A	No	
76140	WVMA Educational Funding Inc	10 E Main St	SUNSET GRAPHICS	Signage-Flat against building & Replace panels in existing hanging sign	1,999.00	15.00			3/8/2024	Yes	N/A	No	
					68,336.35	572.96							

Group Total: 6

Group: No Charge

76144	Upshur County Commission	12 Chance ry St	RECLAIM COMPANY LLC	Demolition of structure	10,500.00	0.00		Yes -If yes attach report		Yes	N/A	No	
76145	Upshur County Commission	6 Chance ry St	RECLAIM COMPANY LLC	Demolition of structure	27,000.00	0.00		Yes -If yes		Yes	N/A	No	

								attach report					
761 46	Upshur County Commission	18 S Locust St	RECLAIM COMPANY LLC	Demoliti on of structure	47,000. 00	0.00		Yes -If yes attach report		Yes	N/A	No	
761 41	Jackie Fultz	174 Camde n Ave		ADA Complian ce Wheelch air Ramp	400.00	0.00			3/11/ 2024	No	N/A		
					84,900 .00	0.00							

Group Total: 4

Group: Residential (non-commercial)

761 52	MATTHEW WADE	29 SEGE WICK ST		10'X12' STORAG E BLDING IN REAR	500.00	10.00		No	3/18/ 2024	Yes	N/A	No	No
761 51	EMMY MSAITIF	4 LINCOL N HEIGH TS	RONALD HURST CONSTRUCTION	10'X10' GAZEBO	12,000. 00	132.0 0	B2 Single Family Reside ntial (500 sq ft)	No	3/18/ 2024	No	N/A	No	No
761 48	John Cowger	456 Morton Ave			0.00	10.00							
761 47	Loretta Corathers	145 Pocaho ntas St	SUPERIOR ENVIRONMENTAL/C ONTRACTOR	Roof Overlay Metal over Shingle	13,000. 00	143.0 0		No		No	N/A	No	
761 42	NATALA AUVIL	15 MONO GALIA ST	ALL STATE PAVING	PAVING EXISTIN G DRIVEW AY	3,000.0 0	33.00		No		No	N/A	No	No
761 43	RAY SINES	9 ACADE MY		REPLACI NG SIDING ON FRONT PORCH	2,500.0 0	27.50		No		No	N/A	No	No
761 39	SHERRI HOOVER	198 RANDO LPH ST	TAYLOR CONSTRUCTION	REPLACE WATER LINE- EXTERIO R 30-40 FT	1,000.0 0	11.00		No		No	N/A	No	No
761 37	MARION GAITHER	100 S KANAW HA ST	LEAFGUARD HOLDING	REPLACE MENT OF GUTTER S	10,220. 00	112.4 2		No		Yes	N/A	No	No
761 38	ELLWOOD BENNETT	16 1/2 CLEVEL AND AVE		LANDSC APING TIMBER TO EXIST DRIVEW AY-- GRAVEL OUT OF GRASS	999.00	10.00		No		No	N/A	No	No
761 36	EMMY MSAITIF	4 LINCOL N HEIGH TS	RONALD HURST CONSTRUCTION	ENCLOS E EXISTIN G PORCH 8'X23'	18,000. 00	198.0 0		No	3/6/2 024	No	N/A	No	No
761 34	LYNDON AUVIL	85 S KANAW HA ST	ALL STATE PAVING	PARKING AREA	6,000.0 0	66.00		No	3/4/2 024	Yes	N/A	No	No
761 35	LEOLA JANE CUTLIP	34 BOGGE SS ST		OPEN PAVILIO N METAL ROOF	3,500.0 0	38.50		No	3/1/2 024	No	N/A	No	No

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	4IMPRINT, INC	409-341-00	MAYOR'S SUPPLIES & M	PCRD-PENS FOR CLASS VISITS	127.13
	CASTO AND HARRIS	409-341-00	MAYOR'S SUPPLIES & M	2024 MINUTES	227.56
	GATES SUPPLY	409-341-00	MAYOR'S SUPPLIES & M	PLOTTER PAPER	49.90
	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE &	WC 2-2 TO 3-3-24	3.41
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF MARCH 2024 HEALTH INS	1,607.96
	BUCKHANNON POSTMASTER	409-218-00	MAYOR'S POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	FEB 2024 AA FEES	276.93
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	MARCH CC FEES 2024	3,183.77
	GO DADDY.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-INTERNET SUBSCRIPTION	26.49
	JERRY HEARD ASSC.	409-341-00	MAYOR'S SUPPLIES & M	UTILITY BILLS	616.49
	ST JOSEPH HOSPITAL OF BUCKHA	409-341-00	MAYOR'S SUPPLIES & M	LAB WORK JAMES HOLLEN	56.00
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	70.16
		409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	105.69
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	16.40
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	24.73
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-CALENDARS PAPER CLIPS	11.62
	LABOR LAW CENTER	409-341-00	MAYOR'S SUPPLIES & M	PCRD-LABOR LAW POSTERS	8.38
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-LABOR LAW POSTERS-LIB	33.53
	USI INSURANCE SERVICES LLC	409-105-00	MAYOR'S INSURANCE	GRP BENEFIT APR TO JULY 20	130.98
	PAYFLEX - INSPIRA	409-105-00	MAYOR'S INSURANCE	GF MARCH 2024 HSA FEES	6.50
	US POSTAL SERVICE (CMRS-FP)	409-218-00	MAYOR'S POSTAGE	MARCH 2024 POSTAGE	250.00
	WV ASSOCIATION OF GEOSPATIAL	409-341-00	MAYOR'S SUPPLIES & M	ANNUAL PRESC FEE	90.00
	COLLECTION ACCOUNT 2	409-341-00	MAYOR'S SUPPLIES & M	REC DESK CC FEES	90.80

03-20-2024 02:52 PM

DISBURSEMENTS 03-01-24 to 03-19-24

PAGE: 2

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	HDL COMPANIES NC	409-341-00	MAYOR'S SUPPLIES & M	FEB 2024 BUSINESS LIC FEE	50.00
	AUTHORIZE.NET	409-341-00	MAYOR'S SUPPLIES & M	PCRD-JAN CC FEES	13.80
	ROSSMAN & CO/PCB CORP	409-341-00	MAYOR'S SUPPLIES & M	FEB 2024 ROSSMAN	1.09
	D O S MECHANICAL LLC	409-341-00	MAYOR'S SUPPLIES & M	REF OF BLDG PERMIT & B&O T	249.34
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	2,859.47
				TOTAL:	10,938.13
COUNCIL	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE (P	WC 2-2 TO 3-3-24	3.41
	WESTFIELD INSURANCE	410-226-00	COUNCIL INSURANCE (P	10-01-23 TO 10-01-24 QTRLY	1,306.25
	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			3/01/2024 - 3/19/2024	1,000.00
				TOTAL:	2,386.16
RECORDER	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI	WC 2-2 TO 3-3-24	3.41
	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			3/01/2024 - 3/19/2024	500.00
				TOTAL:	541.66
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WC 2-2 TO 3-3-24	3.41
	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF MARCH 2024 HEALTH INS	1.98
	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.	FICA WITHHELD AND MATCHED	19.42
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.54
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	4.54
	PAYFLEX - INSPIRA	413-105-00	TREASURER'S GROUP IN	GF MARCH 2024 HSA FEES	3.25
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	626.37
				TOTAL:	682.93
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WC 2-2 TO 3-3-24	6.00
	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			3/01/2024 - 3/19/2024	625.00
				TOTAL:	678.81
CITY ATTORNEY	USI INSURANCE SERVICES LLC	417-105-00	CITY ATTORNEY INSURA	GRP BENEFIT APR TO JULY 20	14.74
				TOTAL:	14.74
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS &	WC 2-2 TO 3-3-24	24.20
	INTERNAL REVENUE SERVICE	420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	51.51
		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
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	12.05
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	1,646.60
				TOTAL:	1,797.92
HOUSING	IWORQ	436-354-00	HOUSING ENFORCEMENT	SIDEWLK CODE ENF WRK MGT P	4,300.00
				TOTAL:	4,300.00
ZONING	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B	WC 2-2 TO 3-3-24	59.90
	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF MARCH 2024 HEALTH INS	390.98
	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	FEB 2024 CODE ENF MILEAGE	122.61
		437-214-00	TRAVEL EXPENSE	JAN 2024 CODE ENF MILEAGE	146.73

03-20-2024 02:52 PM

DISBURSEMENTS 03-01-24 to 03-19-24

PAGE: 3

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	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.	FICA WITHHELD AND MATCHED	93.00
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	21.75
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	21.75
	USI INSURANCE SERVICES LLC	437-105-00	ZONING HEALTH INS	GRP BENEFIT APR TO JULY 20	58.12
	PAYFLEX - INSPIRA	437-105-00	ZONING HEALTH INS	GF MARCH 2024 HSA FEES	3.25
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	3,000.00
				TOTAL:	4,011.09
DATA PROCESSING	IWORQ	439-230-00	DATA PROCESSING	SIDEWLK CODE ENF WRK MGT P	1,136.00
	LYNX WV INC	439-230-00	DATA PROCESSING	MARCH 2024 IT SERVICES	425.00
	OPTIMUM B2B, DEPT. 1264	439-230-00	DATA PROCESSING	MARCH 2024 CITY HALL INTER	214.63
	GARRETT K SUMMERS	439-230-00	DATA PROCESSING	TECHNICAL SUPPORT	312.50
				TOTAL:	2,088.13
CITY HALL	UNIFIRST CORP.	440-216-00	CITY HALL MAINTENANC	ALL DEPT UNIFORMS & RUG FE	122.52
	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WC 2-2 TO 3-3-24	73.09
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF MARCH 2024 HEALTH INS	1.98
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S FLORIDA	256.39
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	FEB 2024 CITY HALL PEST CN	33.00
	WALMART STORES INC -BUCKHAMN	440-459-00	CITY HALL CAPITAL	SUPPLIES	143.83
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	84.00
		440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	96.27
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	19.64
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	22.52
	PAYFLEX - INSPIRA	440-105-00	CITY HALL JANITOR IN	GF MARCH 2024 HSA FEES	3.25
	COMFORTECH LLC	440-216-00	CITY HALL MAINTENANC	ANNUAL MAINT CH 2024	1,160.50
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	2,937.00
				TOTAL:	4,953.99
POLICE	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURAN	WC 2-2 TO 3-3-24	1,285.51
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF MARCH 2024 HEALTH INS	7,240.76
	GALLS LLC	700-345-00	POLICE DEPT. UNIFORM	UNIFORM SHIRTS	464.59
	R&K INSURANCE GROUP INC	700-226-00	POLICE DEPT. INSURAN	VOLUNTEER INS RENEWAL	500.00
	SUPER SPLASH LLC	700-459-00	POLICE DEPT. AUTO SU	CAR WASHES	49.00
	BUCKHANNON POSTMASTER	700-341-00	POLICE DEPT. MAT & S	PCRD-POSTAGE TO SHIP EVIDE	40.40
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	25QCLJ 2022 INTERCEPTOR PY	767.54
		700-459-00	POLICE DEPT. NEW EQU	25QCLL 2022 INTERCEPTOR PY	758.94
		700-459-00	POLICE DEPT. NEW EQU	25QCLM 2022 INTERCEPTOR PY	747.81
		700-459-00	POLICE DEPT. NEW EQU	25QCLN 2022 INTERCEPTOR PY	762.59
		700-459-00	POLICE DEPT. NEW EQU	25QCLP 2022 INTERCEPTOR PY	879.96
		700-459-00	POLICE DEPT. NEW EQU	22SF24 2018 INTERCEPTOR PY	564.02
		700-459-00	POLICE DEPT. NEW EQU	22SF27 2018 INTERCEPTOR PY	564.02
		700-459-00	POLICE DEPT. NEW EQU	22SCZ2 2018 INTERCEPTOR PY	581.02
		700-343-00	POLICE DEPT. AUTO SU	23H64C MAINT OLDER CRUISER	6.09
		700-343-00	POLICE DEPT. AUTO SU	23H64V MAINT OLDER CRUISER	6.09
		700-459-00	POLICE DEPT. NEW EQU	23KN29 2020 POLICE INTERCE	717.37
		700-459-00	POLICE DEPT. NEW EQU	23KN29 2020 POLICE INTERCE	1,283.56
		700-459-00	POLICE DEPT. NEW EQU	23KN25 2020 POLICE INTERCE	815.93
	ST JOSEPH HOSPITAL OF BUCKHA	700-341-00	POLICE DEPT. MAT & S	LAB TEST DOUGLAS LOUDIN	67.00
	WALMART STORES INC -BUCKHAMN	700-341-00	POLICE DEPT. MAT & S	PCRD-EAR PLUGS GUN CLEANER	42.79
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,074.90
		700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,828.37
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	485.27

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	427.61
	AMAZON.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-KEURIG COFFEE MAKER	166.10
		700-345-00	POLICE DEPT. UNIFORM	PCRD-BOOTS WARNER	144.95
		700-345-00	POLICE DEPT. UNIFORM	PCRD-BOOTS FISHER	135.00
		700-341-00	POLICE DEPT. MAT & S	PCRD-USB KEYBOARD HEAVY DU	38.67
	LABOR LAW CENTER	700-341-00	POLICE DEPT. MAT & S	PCRD-LABOR LAW POSTERS	33.53
	USI INSURANCE SERVICES LLC	700-105-00	POLICE DEPT. GROUP I	GRP BENEFIT APR TO JULY 20	639.32
	10-42 TACTICAL LLC	700-345-00	POLICE DEPT. UNIFORM	UNIFORM PANTS	566.01
	PAYFLEX - INSPIRA	700-105-00	POLICE DEPT. GROUP I	GF MARCH 2024 HSA FEES	29.25
	CHEWY.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-DOG FOOD FOR K-9	188.97
	COMBINED SYSTEMS INC	700-221-00	POLICE DEPT. TRAININ	PCRD-3 DAY ICP INSTRCTR TR	895.00
		700-221-00	POLICE DEPT. TRAININ	PCRD-3 DAY ICP INSTRCTR TR	895.00
	CITY OF BUCKHANNON FIRE DEPT	700-341-05	POLICE VIPS EXPENSES	CPR CARDS - VIPS	200.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-473-7911 073014-4 POL	95.02
	FLYERS ENERGY LLC	700-343-00	POLICE DEPT. AUTO SU	POLICE DEPT OCT 2023 FUEL	1,534.29
		700-343-00	POLICE DEPT. AUTO SU	POLICE DEPT FEB FUEL BILL	1,982.06
	GRACIE UNIVERSITY STORE	700-221-00	POLICE DEPT. TRAININ	PCRD-LAW ENF. INSTRUCTOR C	1,500.00
		700-221-00	POLICE DEPT. TRAININ	PCRD-LAW ENF. INSTRUCTOR C	1,500.00
	FIELD COMPONENTS	700-459-00	POLICE DEPT. NEW EQU	PCRD-CABELS FOR MOTOROLA R	282.56
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	63,100.20
				TOTAL:	96,878.07
FIRE	LOUDIN INSURANCE AGENCY INC	706-226-00	FIRE DEPT. INSURANCE	2ND QTR 2024 VFIS	7,087.00
	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE	WC 2-2 TO 3-3-24	1,126.71
	HERRMANN ASSOCIATES	706-216-00	FIRE DEPT. MAINTENAN	FIRE DEPT FEB 2024	1,065.36
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF MARCH 2024 HEALTH INS	5,603.80
	BOUND TREE MEDICAL	706-341-00	FIRE DEPT. MATERIAL	PCRD-MEDICAL SUPPLIES	14.09
	LOWES BUSINESS ACCOUNTS	706-341-00	FIRE DEPT. MATERIAL	LED BULBS	94.98
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	FEB 2024 FIRE DEPT PEST CN	42.00
	ENTERPRISE FM TRUST	706-459-00	FIRE DEPT. CAPITAL O	25XTJH 2022 RAM 2500 PYMT	716.58
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK PYMT MAR 2	4,790.11
	CASEYEARL'S	706-345-00	FIRE DEPT. UNIFORMS	PCRD-HOODIE SHANE JENKINS	106.00
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,550.47
		706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,384.83
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	362.61
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	323.85
	LABOR LAW CENTER	706-341-00	FIRE DEPT. MATERIAL	PCRD-LABOR LAW POSTERS	33.53
	USI INSURANCE SERVICES LLC	706-105-00	FIRE DEPT. GROUP INS	GRP BENEFIT APR TO JULY 20	406.84
	PAYFLEX - INSPIRA	706-105-00	FIRE DEPT. GROUP INS	GF MARCH 2024 HSA FEES	32.50
	SAFE RESPONSE LLC	706-221-00	FIRE DEPT. TRAINING	PCRD-SAFE RESPONSE TRAININ	24.99
		706-221-00	FIRE DEPT. TRAINING	PCRD-SAFE RESPONSE TRAININ	24.99
	H AND M MOTOR CO., INC.	706-343-00	FIRE DEPT. AUTO SUPP	FIRE 3-6-24 PO	92.15
	FLYERS ENERGY LLC	706-343-00	FIRE DEPT. AUTO SUPP	FIRE OCT 2023 FUEL BILL	1,014.70
		706-343-00	FIRE DEPT. AUTO SUPP	FIRE DEPT FEB 24 FUEL BILL	886.43
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	47,264.46
				TOTAL:	74,048.98
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	STREET MARCH 2024 MISC WAS	29.73
	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	9.11
		750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	652.84
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	699.34
	A F WENDLING INC	750-341-00	STREET DEPT. MAT & S	BOTTLED WATER	335.16
	UNIFIRST CORP.	750-345-00	STREET DEPT. UNIFORM	ALL DEPT UNIFORMS & RUG FE	498.64
	LEAF	750-341-00	STREET DEPT. MAT & S	LEASE FOR COPIER	99.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV PAGING	750-213-00	STREET DEPT. UTILITI	MARCH 2024 PAGERS	23.00
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN	WC 2-2 TO 3-3-24	996.01
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF MARCH 2024 HEALTH INS	5,581.84
	BUCKHANNON WORK ADJUSTMENT	750-341-00	STREET DEPT. MAT & S	36" STAKE BUNDLE OF 25	23.25
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	STARTER FOR S-12	190.51
	WESTFIELD INSURANCE	750-226-00	STREET DEPT. INSURAN	10-01-23 TO 10-01-24 QTRLY	947.95
	HARBOR FREIGHT TOOLS	750-341-00	STREET DEPT. MAT & S	PCRD-GLOVES WIRE WHLS JUMP	212.34
		750-341-00	STREET DEPT. MAT & S	PCRD-HAND DOLLIES	149.98
	LOWES BUSINESS ACCOUNTS	750-341-00	STREET DEPT. MAT & S	GLOVE BATTERIES SCREWDRIVE	129.08
	BRUFFEY TRUCKING INC	750-458-05	STREET DEPT PROJECTS	47.31T SAND FOR MIXING CO	1,750.47
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	25QBZJ 2022 RAM 1500 PYMT	426.56
		750-459-00	STREET DEPT. CAPITAL	22WGHV 5500 CHASSIS DUMP T	823.60
		750-459-00	STREET DEPT. CAPITAL	23P226 2020 RAM 2500	700.94
		750-459-00	STREET DEPT. CAPITAL	23P47T 2020 RAM 2500	694.41
	TRACTOR SUPPLY CREDIT PLAN	750-343-00	STREET DEPT. AUTO SU	PCRD-SEAT & PAINT FOR TRAC	201.97
		750-343-00	STREET DEPT. AUTO SU	PCRD-A-FRAME COUP FOR TRAI	49.99
	USA BLUE BOOK/ HD SUPPLY FAC	750-458-05	STREET DEPT PROJECTS	METER BOXES FOR WIRE PULL	1,884.94
		750-458-05	STREET DEPT PROJECTS	METER BOXES FOR WIRE PULL	258.00
		750-458-05	STREET DEPT PROJECTS	METER BOXES FOR WIRE PULL	63.55
	THE SIGN GUY LLC	750-343-00	STREET DEPT. AUTO SU	4-TRK DECALS DOT #S	40.60
	WALMART STORES INC -BUCKHAMN	750-341-00	STREET DEPT. MAT & S	PCRD-SD CARDS FLASH DRIVES	196.52
		750-341-00	STREET DEPT. MAT & S	PCRD-TOILET PLUNGER FOAM C	34.85
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	MONTHLY PEST CONTROL	33.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,154.94
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,102.42
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	270.11
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	257.84
	PEOPLES NATURAL GAS	750-213-00	STREET DEPT. UTILITI	200012037079 395 MUD LCK	3,679.64
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-LED UFO LGHT FOR BACK	432.98
	IWORQ	750-341-00	STREET DEPT. MAT & S	PCRD-LABOR LAW POSTERS	33.53
	LABOR LAW CENTER	750-341-00	STREET DEPT. MAT & S	PCRD-LABOR LAW POSTERS	33.53
	USI INSURANCE SERVICES LLC	750-105-00	STREET DEPT. GROUP I	GRP BENEFIT APR TO JULY 20	464.96
	PAYFLEX - INSPIRA	750-105-00	STREET DEPT. GROUP I	GF MARCH 2024 HSA FEES	29.25
	ARGOS USA LLC	750-458-05	STREET DEPT PROJECTS	18.12T BULK CEMENT	3,823.32
	FLYERS ENERGY LLC	750-343-00	STREET DEPT. AUTO SU	STREET DEPT OCT 2023 FUEL	1,090.02
		750-343-00	STREET DEPT. AUTO SU	FLYERS ENERGY LLC	824.81
	GEENI CLOUD	750-341-00	STREET DEPT. MAT & S	PCRD-SECURITY CAMERA CLOUD	97.92
	GARRETT K SUMMERS	750-341-00	STREET DEPT. MAT & S	WORKED ON MICROSOFT 365	100.00
	CINTAS	750-341-00	STREET DEPT. MAT & S	5 SHELF FIRSTAID KIT	641.10
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	36,430.84
				TOTAL:	71,338.03
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	5,975.13
		751-213-00	STREET LIGHTS	110 151 101 430 99 W MAIN	196.00
		751-213-00	STREET LIGHTS	110 160 309 701 31 S KANAW	24.42
				TOTAL:	6,195.55
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT 119	52.27
		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 624 RT 20 BK	55.88
		752-213-00	TRAFFIC SIGNALS POWE	110 081 822 063 W MAIN ST	44.42
		752-213-00	TRAFFIC SIGNALS POWE	110 087 174 485 S KANAWHA	27.24
		752-213-00	TRAFFIC SIGNALS POWE	110 088 235 830 RAGER ST	52.74
		752-213-00	TRAFFIC SIGNALS POWE	110 088 820 243 MAIN ST	40.68
		752-213-00	TRAFFIC SIGNALS POWE	110 080 768 291 E MAIN ST	28.07

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
				TOTAL:	301.30
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	FEB 2024 HOTEL TAX	1,452.43
				TOTAL:	1,452.43
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	FEB 2024 HOTEL-MOTEL TAX	3,388.99
				TOTAL:	3,388.99
ARTS-THEATRE	MON POWER	906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	196.76
	UNIFIRST CORP.	906-341-00	CAC SUPPLIES & EXPEN	ALL DEPT UNIFORMS & RUG FE	22.73
	RITE-WAY HEATING & PLUMBING	906-450-01	THEATRE BLDG	MAIN LIMIT SWITCH FOR A/C	19.35
		906-450-01	THEATRE BLDG	BLK PIPE FITTINGS FOR GAS	33.64
		906-341-00	CAC SUPPLIES & EXPEN	3/4" BLK PIPE	19.32
		906-341-00	CAC SUPPLIES & EXPEN	GAS SUPPLY LINE	31.98
		906-341-00	CAC SUPPLIES & EXPEN	1-1/2" GAL FITTINGS	44.48
	ENCOVA INSURANCE	906-226-00	CAC INSURANCE & BOND	WC 2-2 TO 3-3-24	3.41
	WV PUBLIC EMPLOYEES INSURANC	906-105-00	CAC HEALTH INS	GF MARCH 2024 HEALTH INS	632.98
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E MAIN ST	199.45
	WESTFIELD INSURANCE	906-226-00	CAC INSURANCE & BOND	10-01-23 TO 10-01-24 QTRLY	226.11
	LOWES BUSINESS ACCOUNTS	906-450-01	THEATRE BLDG	3 WIRE CORD FOR CAMERA	7.95
		906-341-00	CAC SUPPLIES & EXPEN	FIRE BARRIER & SAW B	76.57
		906-341-00	CAC SUPPLIES & EXPEN	BLK PIPE & FITTINGS	159.37
		906-450-01	THEATRE BLDG	5/4 DECK BOARDSFOR A/C UN	51.73
		906-341-00	CAC SUPPLIES & EXPEN	CONDUIT	133.94
		906-341-00	CAC SUPPLIES & EXPEN	DRYWALL & MUD	28.55
		906-450-01	THEATRE BLDG	PVC 4" CAPS	105.30
		906-450-01	THEATRE BLDG	PVC 4" CAPS & FIREBL	215.42
		906-450-01	THEATRE BLDG	GAS LEAK DETECTION	132.03
		906-450-01	THEATRE BLDG	KEY'S FOR BACK DOOR	90.61
		906-450-01	THEATRE BLDG	FIRE BLOCK FOAM	37.90
	CITIZENS BANK OF WV	906-459-00	THEATRE CAPITAL	CAC SEATING APR 2024	5,220.65
	WALMART STORES INC -BUCKHANN	906-216-00	THEATRE MAINTENANCE/	VACUUM, STORAGE CONTAINER	231.88
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	124.58
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	29.14
	AMAZON.COM	906-459-00	THEATRE CAPITAL	PCRD-10 TABLES FOR THEATRE	1,228.99
	LABOR LAW CENTER	906-341-00	CAC SUPPLIES & EXPEN	PCRD-LABOR LAW POSTERS	33.53
	PAYFLEX - INSPIRA	906-105-00	CAC HEALTH INS	GF MARCH 2024 HSA FEES	3.25
	FRONTIER	906-213-00	CAC UTILITIES	473-8987 052821-4 THEATRE	130.96
	ELIJAH DICKEY	906-341-00	CAC SUPPLIES & EXPEN	CAC JAVA JAZZ 2024	80.00
	MATOUILA HARTLEY	906-341-00	CAC SUPPLIES & EXPEN	REIMB TOOLS & ROPE @ CAC	16.94
		906-341-00	CAC SUPPLIES & EXPEN	REIMB MILEAGE CAC EVENT CH	222.12
		906-341-00	CAC SUPPLIES & EXPEN	MOVING HEAD CLAMPS AND DMX	101.03
		906-341-00	CAC SUPPLIES & EXPEN	THEATRE 3-11-24	10.65
	DANCE FACTORY:THE	906-459-00	THEATRE CAPITAL	LINOLEUM FOR FLOOR	175.00
	ISAIAH DEAN	906-341-00	CAC SUPPLIES & EXPEN	FEB 2024 JAVA JAZZ	110.00
	ANTHONY HARTLEY	906-341-00	CAC SUPPLIES & EXPEN	REPAIR LIGHTING AND SOUND	400.00
	STEVEN WILSON	906-341-00	CAC SUPPLIES & EXPEN	REF CAC SEAT PLAQUE DONATI	250.00
	COMFORTECH LLC	906-459-00	THEATRE CAPITAL	2- LIMIT SWITCHES FOR FUR	79.52
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	2,009.25
				TOTAL:	12,927.07
STOCKERT YOUTH CENTER	BUCKHANNON UTIL BOARDS	907-213-00	UTILITIES	SYCC MARCH 2024 MISC WASTE	666.90
	MON POWER	907-213-00	UTILITIES	110 161 100 208 MAIN ST	45.67
	UNIFIRST CORP.	907-216-00	MAINTENANCE	ALL DEPT UNIFORMS & RUG FE	106.44

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	LEAF	907-341-01	OPERATING EXPENSES	COPY MACHINE LEASE	182.69
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WC 2-2 TO 3-3-24	140.10
	CARTER: LARRY	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTOR	67.50
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF MARCH 2024 HEALTH INS	2,525.94
	BUCKHANNON UPSHUR HIGH SCHOO	907-356-00	YOUTH BASKETBALL	CUSTODIAL EXPENSE BBALL	137.04
	WESTFIELD INSURANCE	907-226-00	INSURANCE & BONDS	10-01-23 TO 10-01-24 QTRLY	677.71
	LOWES BUSINESS ACCOUNTS	907-341-00	MATERIALS & SUPPLIES	CLEANING SUPPLY	19.92
	ST JOSEPH HOSPITAL OF BUCKHA	907-341-00	MATERIALS & SUPPLIES	LAB TEST ZACHARIAH LOUDIN	56.00
		907-341-00	MATERIALS & SUPPLIES	LAB TEST COLBY BALL	56.00
		907-341-00	MATERIALS & SUPPLIES	LAB TEST GRACIE PAYNE	67.00
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	85.11
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	115.06
		907-361-00	AFTER SCHOOL SUPPLIE	SUPPLIES	48.63
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL	7.08
	SAM'S PIZZA	907-356-00	YOUTH BASKETBALL	END OF SEASON PIZZA PARTY	590.00
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	SYCC PEST CONTROL MARCH 202	38.50
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	507.77
		907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	511.41
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	118.75
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	119.61
	APRIL E SMALL	907-368-01	ZUMBA	KICK BOXING	28.00
	AMAZON.COM	907-356-00	YOUTH BASKETBALL	PCRD-SPORTS WHISTLES MASKE	94.67
		907-341-00	MATERIALS & SUPPLIES	PCRD-STAIR TREADS NON-SLIP	68.85
		907-341-00	MATERIALS & SUPPLIES	PCRD-DUST MOP TREATMENT	20.90
	LABOR LAW CENTER	907-341-00	MATERIALS & SUPPLIES	PCRD-LABOR LAW POSTERS	33.52
	USI INSURANCE SERVICES LLC	907-105-00	GROUP INSURANCE	GRP BENEFIT APR TO JULY 20	116.24
	PAYFLEX - INSPIRA	907-105-00	GROUP INSURANCE	GF MARCH 2024 HSA FEES	13.00
	DAWN WEBB	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTOR	162.00
	B4WV	907-341-00	MATERIALS & SUPPLIES	PCRD-2024 UPSHUR YOUTH ANN	25.00
	SAMS CLUB	907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHOOL SNACKS	647.47
		907-356-00	YOUTH BASKETBALL	PCRD-CONCESSIONS FOR SYCC	614.01
		907-356-00	YOUTH BASKETBALL	PCRD-CONCESSIONS SYCC BB G	592.00
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHOOL SUPPLIES	175.82
	FLYERS ENERGY LLC	907-343-00	SYCC AUTO SUPPLIES	SYCC FEB 24 FUEL BILL	378.84
	KIMBERLY DAWN GIFFORD	907-368-01	ZUMBA	KANGOO INSTRUCTOR	92.00
	COMFORTECH LLC	907-216-00	MAINTENANCE	SYCC ANNUAL MAINT CONTRACT	1,360.00
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	16,438.11
				TOTAL:	27,751.26
CONVENTION CENTER	ENCOVA INSURANCE	910-226-00	INSURANCE & BONDS	WC 2-2 TO 3-3-24	3.41
	ST JOSEPH HOSPITAL OF BUCKHA	910-341-00	EVENT CENTER SUPPLIE	LAB TEST MATOUILA HARTLEY	67.00
	INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	9.76
		910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	115.20
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	2.28
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	26.94
	LABOR LAW CENTER	910-341-00	EVENT CENTER SUPPLIE	PCRD-LABOR LAW POSTERS	33.53
	ADJUTANT GENERAL'S OFFICE	910-213-00	UTILITIES-ADJUTANT G	READINESS CNTR CRTKR FEB &	2,435.96
	**PAYROLL EXPENSES			3/01/2024 - 3/19/2024	2,015.63
				TOTAL:	4,709.71
PUBLIC SAFETY	UNIFIRST CORP.	976-216-00	SAFETY COMPLEX MAINT	ALL DEPT UNIFORMS & RUG FE	55.82
	WESTFIELD INSURANCE	976-226-00	SAFETY COMPLEX INSUR	10-01-23 TO 10-01-24 QTRLY	427.60
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	FEB 2024 POLICE PEST CONTR	47.00
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	LYNX WV INC	150.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
				TOTAL:	680.42

McCauley/Thomas motioned to approve E.2 The Approval of Building and Wiring Permits, and E.3 The Approval of Payment of the Bills as presented in the meeting packet. The motion carried unanimously.

F. Strategic Issues for Discussion and/or Vote.

F.1 Approval Resolution No. 2024-03 General Fund Budget Revision #4 FY 2023/2024 -

Amberle Jenkins provided an overview of Resolution No. 2024-03 General Fund Budget Revision #4 FY 2023/2024 and recommended that the Council approve it.

RESOLUTION 2024-03

At a regular session of the municipal council, held March 21, 2024 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the CITY OF BUCKHANNON. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number General Fund #4, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Pamela Bucklew, and duly seconded by Randall Sanders the vote thereon was as follows:

J DAVID THOMAS: -COUNCIL	<u>Yes</u> or No
CLIFFORD RYLANDS -COUNCIL	<u>Yes</u> or No
PAMELA BUCKLEW -COUNCIL	<u>Yes</u> or No
DAVID MCCAULEY -COUNCIL	<u>Yes</u> or No
JACK REGER -COUNCIL	<u>Yes</u> or No
ROBERT N SKINNER - MAYOR	<u>Yes</u> or No
RANDALL SANDERS - RECORDER	<u>Yes</u> or No

WHEREUPON, Randall Sanders, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the RECORDER is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

LGSD BR (Ver. 2020)

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
Fiscal Year Ending: 6/30/2024
Fund: 1
Revision Number: 4
Pages: 1 of 1

Person To Contact Regarding Request:
Name: Amberle Jenkins
Phone: 304-472-1651
Fax: 304-472-0934
Email: _____

City of Buckhannon
GOVERNMENT ENTITY
70 E MAIN ST
STREET OR PO BOX
Municipality
Government Type
BUCKHANNON 26201
CITY ZIP CODE

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
303	Gas and Oil Severance Tax	12,755	30,000		42,755
340	Parks & Recreation	34,000	6,000		40,000
362	Charges to Other Entities	143,300	5,000		148,300
399	Miscellaneous Revenues	44,500	13,857		58,357
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			54,857		

Explanation for Account # 378, Municipal Specific: _____
Explanation for Account # 369, Contributions from Other Funds: _____

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
409	Mayor's Office	229,450	27,500		256,950
440	City Hall	86,756	1,500		88,256
699	Contingencies*	22,043		22,043	
750	Streets and Highways	1,729,026	30,000		1,759,026
752	Signs and Signals	8,500	1,500		10,000
906	Arts & Humanities	199,952	11,000		210,952
907	Youth Program	627,325	5,000		632,325
976	Public Safety	349,818	400		350,218
	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures			54,857		

APPROVED BY THE STATE AUDITOR
BY: _____ Date _____
Deputy State Auditor, Local Government Services Division

Randall Sanders Recorder 3/21/24
AUTHORIZED SIGNATURE OF ENTITY APPROVAL DATE

GF Budget Rev 4		3/21/2024			
		current budget	adjustment		
Revenues					
001-303-000-00	Gas & Oil Severance Tax	12755	30000	42755	toward banners and gas bill at st dept
001-362-000-02	SYC Camp Buccaneer	18200	5000	23200	see SYC Maint
001-340-345-02	CAC Tickets	2000	6000	8000	See expenses for CAC Bookings
001-399-000-00	Misc Revenue	35500	13857	49357	
			54857		
Expenses					
001-409-218-00	Mayor's Postage	10000	1000	11000	
001-409-341-05	Event/fireworks Expense	58000	26500	84500	added \$15T to WVSF for a total contribution of \$40T; \$1500 to Chamber; \$10T BBQ bash
001-440-216-00	City Hall Maintanance	8000	1500	9500	
001-699-568-00	Council Contingency	22043	-22043	0	Use toward Events
001-750-213-00	Street Dept Utilities	20000	20000	40000	gas bill at new street building
001-750-341-00	Street Supplies	121600	10000	131600	banners approved by Council
001-752-213-00	Traffic Signals Power	3500	1500	5000	
001-906-341-01	CAC Bookings	4000	6000	10000	offset by reveues for ticket sales
001-906-450-01	Theatre Bldg	24700	5000	29700	items paid from wrong acct
001-907-216-00	syce Maintenance	7000	5000	12000	
001-976-459-00	Safety Complex capital	0	400	400	
				54857	

Bucklew/Sanders motioned to approve Resolution No. 2024-03 General Fund Budget Revision #4 FY 2023/2024 as presented. The motion carried unanimously.

A roll call was required and handled by Recorder Sanders. The results were as follows:

Thomas – Yes Reger - Absent
Rylands – Yes Skinner – Yes
Bucklew – Yes Sanders – Yes
McCauley – Yes

F.2 Approval Budget FY 2024/2025 - Amberle Jenkins provided an overview of Budget FY 2024/2025 that the City Council has worked on over previous working sessions with the Department Supervisors and Finance Department and recommended that the Council approve it.

Council member Thomas had a few follow-up questions and concerns, including the need to fund the Street Department more over the next five years to allow street and sidewalk upgrades.

Mayor Skinner asked that we break this up into two motions. One for the budget as presented, except for the line item pertaining to the Upshur County Development Authority (UCDA). A separate motion for the line item pertaining to the UCDA will need to be presented.

McCauley/Thomas motioned to approve Budget FY 2024/2025 as presented, except for the line item concerning the Upshur County Development Authority. The motion carried unanimously.

Recorder Sanders requested a motion to approve the Upshur County Development Authority line item in the FY 2024/2025 budget.

Thomas/McCauley motioned to approve the Upshur County Development Authority line item in the FY 2024/2025 budget. The motion carried with Mayor Skinner abstaining.

FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025
MUNICIPALITY OF
BUCKHANNON
WEST VIRGINIA

CLASS: 3

LEVY ESTIMATE
OFFICIAL BUDGET DOCUMENT



**Prescribed and furnished by the
West Virginia State Auditor**

The Levy Estimate shall be made on this form between March 7 and March 28. ONE (1) copy is forwarded to: lgs@wvsao.gov

Or can be mailed to:
West Virginia State Auditor's Office, Attn: Local Government Services
200 West Main Street, Clarksburg, West Virginia 26301
Phone: 304-627-2415 / Toll Free 1-877-982-9148

MUNICIPALITY OF BUCKHANNON, WEST VIRGINIA
Recap and Certification
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025

Account Number	REVENUE RECAP	General Fund Budgeted Revenues 2024 - 2025	Coal Severance Tax Budgeted Revenues 2024 - 2025
280 299	Beginning Balance, July 1st	750,000	1,000
301 319	Taxes	2,893,106	15,000
320 324	Fines and Forfeitures	13,000	
325 334	Licenses and Permits	142,000	
335 364	Charges for Services	734,500	
365 377	Intergovernmental	2,202,394	
378 399	Miscellaneous	47,900	0
	Grand Totals - Revenues	6,782,900	16,000

Account Number	EXPENDITURE RECAP	General Fund Budgeted Expenditures 2024 - 2025	Coal Severance Tax Budgeted Expenditures 2024 - 2025
401 699	General Government Expenditures	619,219	0
700 749	Public Safety Expenditures	2,996,074	0
750 799	Street & Transportation Expenditures	1,807,000	16,000
800 899	Health & Sanitation Expenditures	105,000	0
900 949	Culture & Recreation Expenditures	1,169,607	0
950 974	Social Services Expenditures	0	0
975 999	Capital Projects Expenditures	86,000	0
	Grand Totals - Expenditures	6,782,900	16,000

Please select the basis of accounting for BUCKHANNON Modified Accrual

I, Randall Sanders, RECORDING OFFICER OF SAID MUNICIPALITY, DO HEREBY CERTIFY THAT THE FOREGOING ELECTRONIC FILES ARE TRUE COPIES FROM THE RECORD OF ORDERS MADE AND ENTERED BY SAID COUNCIL ON THE 21 DAY OF MARCH 2024.

(Signature)

**FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025
LEVY ESTIMATE - BUDGET DOCUMENT**

STATE OF WEST VIRGINIA
MUNICIPALITY OF BUCKHANNON, WEST VIRGINIA

In accordance with Code § 11-8-14, as amended, the Council proceeded to make an estimate of the amounts necessary to be raised by levy of taxes for the current fiscal year, and does determine and estimate the several amounts to be as follows:

The amount due and the amount that will become due and collectible from every source during the fiscal year INCLUDING THE LEVY OF TAXES, is as follows:

REVENUE SOURCE

Unassigned Fund Balance	750,000
Property Taxes - Current Expense	942,006
Prior Year Taxes	25,000
Gas & Oil Severance Tax	10,000
Excise Tax on Utilities	230,000
Business and Occupation Tax	1,490,000
Wine & Liquor Tax	75,000
Animal Control Tax	1,100
Hotel Occupancy Tax	120,000
Fines, Fees & Court Costs	13,000
Licenses	17,000
Building Permit Fees	40,000
Franchise Fees	55,000
IRP Fees (Interstate Registration Plan)	30,000
Parks & Recreation	48,500
Rents, Royalties, and Concessions	30,000
Police Protection Fees	200,000
Fire Protection Fees	300,000
Civic Center / Coliseum	9,000
Charges to Other Entities	147,000
State Government Grants	20,000
Contributions from other Funds	2,172,194
Charges to Other Funds	200
Gaming Income	10,000
Interest Earned on Investments	400
Reimbursements	4,000
Refunds	3,500
Video Lottery (LVL)	20,000
Proceeds from Sale of Bonds	-
Miscellaneous Revenues (provide details on 'Explanations' tab)	20,000
TOTAL ESTIMATED REVENUE (GENERAL FUND)	\$ <u>6,782,900</u>

COAL SEVERANCE TAX FUND

REVENUE SOURCE

Assigned Fund Balance	\$ 1,000
Coal Severance Tax	<u>15,000</u>
TOTAL ESTIMATED REVENUE (COAL SEVERANCE FUND)	\$ <u>16,000</u>

	General Fund	Coal Severance Fund
<u>ESTIMATED CURRENT EXPENDITURES</u>		
Economic Development	\$ 60,000	\$ -
Mayor's Office	223,550	-
City Council	42,225	-
Recorder's Office	8,650	-
Treasurer's Office	18,980	-
Police Judge's Office	9,751	-
Engineering	26,190	-
Regional Development Authority	5,964	-
Building Inspection	35,000	-
Planning & Zoning	58,535	-
Elections	9,500	-
Data Processing	35,000	-
City Hall	85,874	-
Police Department	1,640,922	-
Regional Jail	1,500	-
Fire Department	1,352,552	-
Dog Warden/Humane Society	1,100	-
Streets and Highways	1,665,000	16,000
Street Lights	77,000	-
Signs and Signals	10,000	-
Snow Removal	20,000	-
Airports	20,000	-
Local Health Department	5,000	-
Storm Sewer	100,000	-
Parks & Recreation	36,000	-

Visitors Bureau	84,000	-
Arts & Humanities	201,100	-
Youth Program	727,135	-
Civic Center - Municipal Auditorium	121,372	-
Capital Projects - Public Safety	86,000	-
TOTAL ESTIMATED EXPENDITURES	\$ 6,782,900	\$ 16,000

MUNICIPALITY OF BUCKHANNON, WEST VIRGINIA
Regular Current Expense Levy
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025

	Certificate of Valuation		
	Assessed Value for Tax Purposes	Levy Rate/\$100	Taxes Levied
CLASS I			
Personal Property	\$ 0	12.50	\$ 0
Public Utility	0		0
Total Class I	\$ 0		\$ 0
CLASS II			
Real Estate	\$ 81,965,100	25.00	\$ 204,913
Personal Property	284,338		711
Total Class II	\$ 82,249,438		\$ 205,624
CLASS IV			
Real Estate	\$ 87,842,860	50.00	\$ 439,214
Personal Property	55,576,952		277,885
Public Utility	14,622,581		73,113
Total Class IV	\$ 158,042,393		\$ 790,212
Total Value & Projected Revenue	\$ 240,291,831		\$ 995,836
Less Delinquencies, Exonerations & Uncollectable Taxes		2.50%	24,896
Less Tax Discounts (use Total Projected Revenue to calculate)		1.00%	9,709
Less Allowance for Tax Increment Financing (if Applicable)			0
Total Projected Property Tax Collection			\$ 961,231
Less Assessor Valuation Fund (Subtracted from regular current expense taxes levied only)		2.00%	19,225
Net Amount to be Raised by Levy of Property Taxes			\$ 942,006

MUNICIPALITY OF BUCKHANNON, WEST VIRGINIA
Excess Levy/ Levies
FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025

	Certificate of Valuation		
	Assessed Value for Tax Purposes	Levy Rate/\$100	Taxes Levied
CLASS I			
Personal Property	\$ 0	1.38	\$ 0
Public Utility	0		0
Total Class I	\$ 0		\$ 0
CLASS II			
Real Estate	\$ 81,965,100	2.76	\$ 22,622
Personal Property	284,338		78
Total Class II	\$ 82,249,438		\$ 22,700
CLASS IV			
Real Estate	\$ 87,842,860	5.52	\$ 48,489
Personal Property	55,576,952		30,678
Public Utility	14,622,581		8,072
Total Class IV	\$ 158,042,393		\$ 87,239
Total Value & Projected Revenue	\$ 240,291,831		\$ 109,939
Less Delinquencies, Exonerations & Uncollectable Taxes		2.50%	2,748
Less Tax Discounts (use Total Projected Revenue to calculate)		1.00%	1,072
Net Amount to be Raised by Levy for Budget Purposes			\$ 106,119

Council Member McCauley reiterated what Amberle Jenkins mentioned earlier: the Council spent much time working on this budget even though it only took a few minutes to pass it this evening. Council Member Bucklew asked Mayor Skinner who was doing the Housing Study for the UCDA. Mayor Skinner explained the bidding process and how it must be executed. She also asked for an explanation of the facade program approved for the UCDA to handle, which Mayor Skinner and Amberle Jenkins provided.

44

F.3 Approval Justice Assistance Grant (JAG) through the Mountain Region Task Force-Buckhannon Police Department – Chief Gregory provided an overview of this item.

Sanders/Bucklew motioned to approve the Justice Assistance Grant (JAG) through the Mountain Region Task Force-Buckhannon Police Department. The motion carried unanimously.

COST REIMBURSEMENT SUBAWARD

Federal Awarding Agency	Division of Administrative Services, Justice and Community Services Section	
Pass-Through Entity	Randolph County Commission	
Pass-Through Entity Federal Award #	23-JAG-36	
Subrecipient	Buckhannon Police Department	Subaward # 23-JAG-36-BPD
Project Title	Payroll Overtime Expenses	
Subaward Budget Period	December 1, 2023 through November 30, 2024	
Est Period of Performance	December 1, 2023 through November 30, 2024	
Amount Funded to Subrecipient	\$11,166.	Subrecipient Match \$3,723.

1. The Pass-Through Entity (as identified above) hereby awards a cost reimbursable subaward, (as determined by 2 CFR 200.331), to Subrecipient (as identified above). The Statement of Work and Budget for this Subaward are as shown in Attachment 3. In its performance of Subaward work, Subrecipient (as identified above) shall be an independent entity and not an employee or agent of the Pass-Through Entity (as identified above).
2. Subrecipient shall submit Reimbursement Requests not more often than monthly and not less frequently than quarterly for allowable costs incurred. Upon the receipt of proper reimbursement requests, the Pass-Through Entity agrees to process payments in accordance with this Subaward and 2 CFR 200.305. All reimbursement requests shall be submitted using the Pass-Through Entity's Funds Reimbursement Request Form as shown in Attachment 6. Reimbursement Requests that do not reference the Pass-Through Entity's Subaward number shall be returned to Subrecipient. Reimbursement Requests and questions concerning receipt of Reimbursement Requests or Payments shall be directed to the Randolph County Commission's Grant Manager, as identified in Attachment 2.
3. A Final Statement of Cumulative Costs Incurred, as shown in Attachment 7, including cost sharing must be submitted to the Pass-Through Entity's Grant Manager, as identified in Attachment 2, not later than 30 days after the end of the grant budget period. The Final Statement of Cumulative Costs shall constitute Subrecipient's Final Financial Report.
4. All payments shall be considered provisional and are subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.
5. Matters concerning the technical performance of this Subaward shall be directed to the appropriate party's Authorized Representative, as identified in Attachment 2. Technical reports are required as shown in Attachment 4.
6. Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this Subaward, and any changes requiring prior approval, shall be directed to the Pass-Through Entity's Authorized Representative and the Subrecipient's Authorized Representative, as identified in Attachment 2. Any such change made to this Subaward requires the written approval of each party's Authorized Official, as identified in Attachment 2.
7. The Pass-Through Entity may issue non-substantive changes to the Budget Period(s) and Budget Unilaterally. Unilateral modification shall be considered valid 14 days after receipt by Subrecipient unless otherwise indicated by Subrecipient when sent to Subrecipient's Authorized Representative, as identified in Attachment 2.
8. Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law.

9. Either party may terminate this Subaward with 30 days written notice. Notwithstanding, if the Awarding Agency terminates the Federal Award, the Pass-Through Entity will terminate in accordance with Awarding Agency requirements. The Pass-Through Entity notice shall be directed to the Authorized Representative contact, and Subrecipient notice shall be directed to the Authorized Representative, as identified in Attachment 2.

10. By signing this Subaward, including the attachments hereto which are hereby incorporated by reference, Subrecipient certifies that it will perform the Statement of Work in accordance with the terms and conditions of this Subaward and the applicable terms of the Federal Award. The parties further agree that they intend this subaward to comply with all applicable laws, regulations, and requirements.

RANDOLPH COUNTY COMMISSION
AUTHORIZED OFFICIAL

BUCKHANNON POLICE DEPARTMENT
AUTHORIZED OFFICIAL

Signed: _____

Signed: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

F.4 Discussion/Possible Vote to Consolidate Management of CAC & Brushy Fork Event Center

- Recorder Sanders provided an overview of this item, noting that we already have a city employee who is a great fit for this position, Matoula Hartley. Recorder Sanders encouraged the passage of this item.

Thomas/Bucklew motioned to consolidate the management of CAC and Brushy Fork Event Center. There was a discussion on how the consolidation will work when competing events occur. Recorder Sanders addressed those concerns. Council Member McCauley reminded the Council and viewers of the history of the Event Center at Brushy Fork. After the discussion, the Mayor called for a vote. The motion carried unanimously.

F.5 Approval Ordinance No. 466 Expediting Enforcement of Property Nuisance Ordinances 2nd/Final Reading – City Attorney Tom O’Neill joined us through GTM and provided an overview of the Ordinance No. 466 Expediting Enforcement of Property Nuisance Ordinances 2nd/Final Reading and finished his presentation by formally reading the ordinance by caption.

ORDINANCE NO. 466 OF THE CITY OF BUCKHANNON: AN ORDINANCE AMENDING ORDINANCE NOS. 244, 357, 367, 375, AND 404 (CODIFIED ORDINANCE NO. 2016-004) OF THE CITY OF BUCKHANNON, AND MODIFYING AND RE-ENACTING ARTICLE 1711 OF THE CODIFIED ORDINANCES OF THE CITY OF BUCKHANNON RELATED TO EXPEDITED ENFORCMENT OF THOSE ORDINANCES CONCERNING THE ABATEMENT OF NUISANCES ON PROPERTIES LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY.

WHEREAS, the Council of the City of Buckhannon historically has been progressive and proactive in promoting the general health, safety, welfare, and positive appearance and aesthetic appeal of the Buckhannon community through enactment of several ordinances including but not limited to Buckhannon’s comprehensive zoning, housing enforcement, and abandoned and junked car ordinances; and,

WHEREAS, notwithstanding the City’s efforts, certain residential, property owners have continued to engage in activities and conduct that the Council determines to be detrimental and obstructive to the general health, safety, welfare, and positive appearance and aesthetic appeal of their neighborhoods, and further depreciating the value of surrounding properties; and,

WHEREAS, those activities and conduct that the City Council deems to be detrimental and obstructive to the general health, safety, welfare, and positive appearance and aesthetic appeal of residential neighborhoods, and further depreciative of the value of property include- the storage, collection, parking, leaving, depositing, maintaining, reserving, putting aside for future use, permitting, or allowing to remain on any porch, balcony, roof, patio or yard, other than in a completely enclosed building or structure

certain materials including but not limited to junk, rubbish, clutter, litter, debris, lumber and other building materials, and further upholstered furniture, mattresses, materials and other similar products not normally intended, designed, built or manufactured for outside use; and,

WHEREAS, the Council of the City of Buckhannon finds that expedited enforcements of its ordinances prohibiting certain practices on properties located within the corporate limits of the municipality is required to promote the general welfare of the community and accomplish the purposes of those ordinances; and

WHEREAS, Chapter 8, Article 12, Section 5, Subsection (13) of the West Virginia Code, grants plenary power and authority unto the City of Buckhannon's governing body to prevent injury or annoyance to the public or individuals from anything dangerous, offensive or unwholesome; and,

WHEREAS, Chapter 8, Article 12, Section 5, Subsection (15) of the West Virginia Code, grants plenary power and authority unto the City of Buckhannon's governing body to make regulations guarding against danger or damage by fire; and,

WHEREAS, Chapter 8, Article 12, Section 5, Subsection (23) of the West Virginia Code, grants plenary power and authority unto the City of Buckhannon's governing body to provide for the elimination of hazards to public health and safety and to abate or cause to be abated anything which in the opinion of a majority of the governing body is a public nuisance; and,

WHEREAS, Chapter 8, Article 12, Section 5, Subsection (44) of the West Virginia Code, grants plenary power and authority unto the City of Buckhannon's governing body to protect and promote the public morals, safety, health, welfare and good order; and,

WHEREAS, Chapter 8, Article 12, Section 5, Subsection (58) of the West Virginia Code, grants plenary power and authority unto the City of Buckhannon's governing body to provide penalties for the offenses and violations of law duly prescribed in 8-12-5 of the Code; and,

WHEREAS, Chapter 8, Article 11, Section 3, Subsection (3), of the West Virginia Code, as amended, specifically provides that any matter relating to the establishment of offenses and penalties by a municipality shall be set forth by ordinance; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to fully comply with the statutes of the State of West Virginia insofar as the establishment of the provisions of this Ordinance are concerned.

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

The Codified Ordinances of the City of Buckhannon are hereby amended and reenacted as follows:

1711.02 – ADMINISTRATIVE PROVISIONS:

(A) The purpose of this Article is to provide additional and alternative methods and processes to enforce City ordinances addressing zoning, housing enforcement, sanitation, and common nuisances related to real estate situated within the City of Buckhannon in a fair, speedy, and inexpensive manner, and to improve compliance with such provisions. This Article shall be in addition to those methods and

processes otherwise contained in other ordinances of the City of Buckhannon, West Virginia, and shall be applied in the discretion of the enforcement official enforcing the provisions of this Article.

(B) This Article shall apply to and supplement any and all of the zoning, housing enforcement, sanitation, and common nuisance violations referenced in any City ordinance, including but not limited to the following Ordinances of the City of Buckhannon:

- (1) Ordinance No. 244 (Zoning Ordinance);
- (2) Ordinance No. 357 (Abandoned & Junk Car Ordinance);
- (3) Ordinance No. 367 (Housing Enforcement Ordinance);
- (4) Ordinance No. 375 (Junk Storage Ordinance); and,
- (5) Ordinance No. 404 (Codified Ordinance 2016-004).

(C) Any municipal law enforcement officer, as well as the City's Zoning & Housing Enforcement Officer, shall have authority to enforce the provisions of this Ordinance and is referred to herein as an "enforcement official."

(D) Upon receipt of information or observation of circumstances that the likelihood of a violation of any provision of any ordinance of the City of Buckhannon respecting sanitation or common nuisance, an enforcement official may investigate the facts and, to the extent permitted by law, make an inspection of the premises.

(E) If any enforcement official determines that an ordinance violation exists and determines to utilize this enforcement section, the enforcement official shall issue a citation to the person having either ownership or control of any land, building, structure, sign, property, licensed or permitted business or operation which is in violation, and shall order that violation be corrected by personal or substituted service of process in accordance with the West Virginia Rules of Civil Procedure, by either delivering the citation to the person in violation personally to a member of that person's immediate family who is above the age of 16 years and by advising that person of the purpose of the notice. Return of service shall be made at the time of service by the process server effecting service. If personal or substituted service cannot be effectuated or is impractical, the enforcement official may deliver the citation to the person by certified mail, return receipt requested, to the person's last known address.

(G) The citation shall be in writing and shall contain the following information:

- (1) the date of issuance of the citation;
- (2) the name and address of the person(s) charged with the violation(s);
- (3) the section of the ordinance(s) violated;
- (4) If it is a repeat violation, the date the citation was issued within the previous one-year period for a violation of the same section;
- (5) the nature of the violation;
- (6) the place and time the violation occurred;
- (7) if it is not a repeat violation, the date the notice of violation was given;
- (8) the amount of the fine imposed for the violation;

(9) the name, address, and telephone number of the enforcement official issuing the citation;

(10) the name, address, and telephone number of the office where the fine must be paid;

(11) a notice that the fine must be paid within ten (10) business days of the service of the citation, together with a warning that the failure to pay when due any fine results in the increase of such a fine by \$100;

and,

(12) the name, address, and telephone number of the municipal court where citations may be contested.

(13) the time period allowed for the violation to be corrected: provided, that no such time period for correction shall be less than forty-eight hours;

(H) Any person issued a citation pursuant to this section may be punished by a fine as follows: within any one-year period, \$100 for the first citation, \$300 for the second citation, and \$500 for the third citation and each citation thereafter.

(I) All fines imposed by citations under this section shall be due to the municipal court and paid in full within ten (10) business days of the service of the citation unless a hearing before the municipal court is requested. The failure to pay when due any fine imposed under this section shall constitute a failure to appear or otherwise respond under West Virginia Code 8-10-2b and may result in the issuance of a warrant and notification to the West Virginia Division of Motor Vehicles. The failure to pay when due any fine imposed under this section shall increase such a fine by \$100.

(J) Any person contesting such citation may, within forty-eight (48) hours of service of such citation, request a hearing on the citation, with the municipal court clerk or municipal court clerk deputy in accordance with the following:

(1) Upon requesting a hearing with a municipal court clerk, the clerk or their deputy shall place the case on the municipal court docket, set the case for hearing within ten (10) days from the date of the request for hearing, provide a notice of hearing to the recipient of the citation, and forward a copy of the notice of hearing to both the enforcement official who issued the citation and the City Attorney. Upon receipt of the Notice of Hearing, the enforcement official shall cause a copy of the citation to be forwarded to the City Attorney and the municipal court clerk who shall file it as the original complaint alleging the violation(s) indicated therein.

(2) The municipal court shall treat the citation itself as the original complaint before the court. Anyone found guilty of the charges contained in the citation shall be fined in accordance with the fines outlined above. If the court finds in favor of the recipient of the citation, the charges shall be dismissed.

(L) In the event the enforcement official shall be unable to deliver the citation within a reasonable period of time considering the circumstances of the violation, or if the person to whom the citation is delivered remains unwilling or unable to abate the conditions giving rise to the citation following the enforcement actions provided in this section, the City may abate the violations, assess the costs thereof,

and collect those costs from the owner of the property. If the owner of the property does not reimburse the costs of abatement to the City, or does not reach a reimbursement agreement with the City within 30 days of the City's determination of the costs of abatement, the City may file a lien against the owner of the property in the Office of the Clerk of the County Commission of Upshur County for the costs of the abatement. Such lien may also be filed for any outstanding amount payable to the City should the property owner fail to fulfill its obligations under such an agreement.

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., April 20, 2024.

FIRST READING: March 5, 2024

SECOND READING, PASSAGE AND ADOPTION: March 21, 2024

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 466 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on March 21, 2024.

Randall H. Sanders, City Recorder

Sanders/Thomas motioned to approve Ordinance No. 466 Expediting Enforcement of Property Nuisance Ordinances on its 2nd/Final Reading. The motion carried unanimously.

F.6 Discussion/Possible Vote to Direct City Attorney to Draft Ordinance to Increase the Fire Protection Service Fees – Mayor Skinner provided an overview to direct the City Attorney to draft an Ordinance to increase the Fire Protection Service Fees from \$3.00 to \$7.50 per month for residential customers.

Thomas/Bucklew motioned to direct City Attorney to draft an ordinance to increase the Fire Protection Service Fees to \$7.50 per residential customers. The motion carried unanimously.

F.7 Discussion/Possible Vote to Direct City Attorney to Draft Ordinance to Increase the Police Protection Service Fees – Mayor Skinner provided an overview to direct the City Attorney to draft an Ordinance to increase the Fire Protection Service Fees from \$1.50 to \$5.00 per month for residential customers. Mr. McCauley mentioned it was in 1983 when an increase in the fees took place.

Thomas/McCauley motioned to direct City Attorney to draft an ordinance to increase the Police Protection Service Fees to \$5.00 per residential customers. The motion carried unanimously.

F.8 Discussion/Possible Vote to Advertise Director of Public Works Position – Mayor Skinner provided an overview concerning Jerry Arnold's retirement plans and the need for us to begin advertising for a replacement for Mr. Arnold as a new Public Works Director.

Sanders/Thomas motioned to approve advertising for candidates for the Director of Public

Works position. The motion carried unanimously.

F.9 WVSF Amended Request- Street Closure for the Junior Royalty Parade Lineup on Thursday, May 16, 2024 & For the Grand Feature Parade Lineup on Saturday, May 18, 2024 – Mayor Skinner provided an overview pertaining to this request.

AMENDMENT TO APPROVED REQUESTS 3/14/2024

In addition to the above requests, the West Virginia Strawberry Festival would like to amend the request above highlighted in red: The closure of Barbour, Pocahontas, Marion, Camden (both sides) Streets for Parade Lineup on May 18, 2024, for Grand Feature Parade Lineup.

The amended request would read: The closure of Barbour, Pocahontas, Marion, Camden (both sides) Streets for Parade Lineup on May 18, 2024, for Grand Feature Parade and Thursday, May 16, 2024 for Junior Royalty Parade lineup.

This addition simply adds request for closure of the lineup area for the Junior Royalty Parade, which was an oversight on my behalf during my original submission.

This request allows for the safety of our first responders, event staff, participants, and spectators.

Thank you,

Shane Jenkins
President
WV Strawberry Festival

Sanders/Bucklew motioned to approve the WVSF amended request - street closure for the Junior Royalty Parade lineup on Thursday, May 16, 2024 & for the Grand Feature Parade lineup on Saturday, May 18, 2024. The motion carried unanimously.

F.10 Request to Cancel the City Council Meeting Date of May 16, 2024, due to conflict with the West Virginia Strawberry Festival Events – Mayor Skinner provided an overview pertaining to this request.

Thomas/Bucklew motioned to cancel the City Council Meeting Date of May 16, 2024, due to conflict with the West Virginia Strawberry Festival Events. The motion carried unanimously.

G. Comments and Announcements

G.1 Pamela Bucklew: Mrs. Bucklew thanked the Council for its support regarding the budget and design of downtown and Jawbone Park seasonal decorations. Mayor Skinner thanked her for her leadership of the committee. Mrs. Bucklew also mentioned that she was in the ER with a family member when the victims of one of the acts of violence arrived at the hospital and it was a horrible experience to see the first responders and hospital staff having to deal with such a situation.

G.2 David McCauley: Mr. McCauley reflected on the major changes to our City that he has seen over the 40+ years that he has served. He attributes all of the positive change to our employees.

G.3 Jack Reger: Mr. Reger was absent. Mayor Skinner asked that we keep him in our thoughts and prayers as he is under the weather.

G.4 Dave Thomas: Mr. Thomas reflected on what Mr. McCauley had stated earlier about the violence. He is concerned as well and feels that a combination of several changes in society, including more drugs, social media, etc. He hopes that we can get back to some civility. He also spoke of being frustrated that we can give ourselves a raise as council members, the Mayor, and the Recorder. He will propose soon that all council members receive a raise starting July 1, 2026.

G.5 CJ Rylands: Mr. Rylands had nothing additional to report.

G.6 Randall Sanders: Mr. Sanders reiterated the earlier announcement concerning the Upshur Buckhannon Health Department that reads: *At a meeting held on March 20, 2024, the Upshur-Buckhannon Board of Health voted to adopt a proposed rule, entitled "Upshur-Buckhannon Health Department Fees for Permits and Services". The proposed Rule establishes fees for environmental permits and services. The Upshur-Buckhannon Health Department is seeking approval of this newly proposed Rule by the Appointing Authorities of the Board of Health. Citizens wishing to obtain a copy of the proposed Rule can do so by contacting the Upshur-Buckhannon Health Department at 15 North Locust Street, Buckhannon, WV, or at 304-472-2810. The proposed Rule is available for review at the Upshur-Buckhannon Health Department from 8:30 a.m. to 4:30 p.m. Monday through Friday, except for legal holidays. Comments must be received no later than the close of business, 4:30 p.m. on April 26, 2024. All comments must be in writing to be considered by the Upshur-Buckhannon Board of Health.* He also referenced the acts of violence by stating "Let's just be kind to one another."

H. Mayor's Comments and Announcements: Mayor Skinner also reflected on the recent violence and that while we have a wonderful, compassionate community, there is a side of our town that is troubled and that our first responders have to deal with this side of the community on a regular basis. He spoke of the effect that this can have on our society. He agrees that we must be kind to one another and we need to keep our community in our thoughts and prayers.

I. Executive Session –Personnel Matters Per WV Code § 6-9A-4

At 8:48 PM, Thomas/Sanders made a motion to adjourn into Executive Session. Motion carried.

At 9:35 PM, Thomas/Rylands made a motion to adjourn out of Executive Session. Motion carried.

J. Adjournment

At 9:36 PM, Mayor Skinner adjourned the meeting.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
