

STATE OF WEST VIRGINIA; COUNTY OF UPSHUR; CITY OF BUCKHANNON: TO-WIT:

The regular monthly meeting of the Consolidated Public Works Board was held at Buckhannon City Hall, 70 East Main Street, on Thursday, June 27, 2024, at 7:30 a.m., with the following in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Board Member	Pamela Bucklew	Present
Board Member	Jack Reger	Present
Board Member	Mark Waldo	Present
Board Member	Nancy Shobe	Absent
Director of Finance & Admin/Asst Recorder	Amberle Jenkins	Present
Sanitary Superintendent/Dir of Public Works	Ethan Crosten	Present
Director of Public Works	Jerry Arnold	Present
Street Superintendent	Bradley Hawkins	Present
Asst Street Supervisor	Andrew Loudin	Present
Mayor’s Office	Barbara Hinkle	Present
City Engineer	Jay Hollen	Present - GTM
City Attorney	Tom O’Neill	Present
City Code Enforcement Officer	Vince Smith	Present
My Buckhannon	Monica Zalaznik	Present - GTM

Guests: Jamie Powell, Loudin Insurance Agency; John Barnette and Jennie Barnette; Amanda Hayes, Fourth of July Committee Member; Heather Schneider, Anne Chopyak, Marcia Drake, Andrew Phipps, and others who were present to hear the discussion around the Really Really Free Market; Brealyn Swecker with Alpha Delts Pi-WVWC-GTM; David Pickens -GTM; Heather Queen-GTM.

***City of Buckhannon Consolidated Public Works Board 7:30 AM in Council Chambers
Meeting Agenda for Thursday, June 27, 2024***

A. Call to Order

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

B. Recognized Guest

- B.1 Julia McCoy, Alpha Delta Pi Gamma Kappa
- B.2 Amanda Hayes, Fourth of July Committee Member
- B.3 Jennie Barnette, 47 Thurman Avenue
- B.4 Mark Swiges, Auto Zone
- B.5 Heather Queen, 7 Green Street

C. Department Report

- C.1 Bradley Hawkins

D. Financial Report-Amberle Jenkins

- D.1 May 2024

E. Correspondence and Information

- E.1 Grant Award-WVDOH 2023 Transportation Alternatives Grant for Morton Ave & N Locust St Sidewalk & Lighting Project Phase 1 Design
- E.2 Announcement Hiring of Public Works Director
- E.3 FOIA Request-Heather Schneider-Recording of the CPWB March 2024 meeting

F. Consent Agenda

- F.1 Approval of Minutes: Regular 05/23/24

G. Strategic Issues for Discussion and/or Vote

- G.1 Event Request- Alpha Delta Pi Gamma Kappa 5K Run/Walk at the Riverwalk Trail Map #2 on 08/31/24
- G.2 Event Request-Buckhannon Fourth of July Committee:
 - Use of Madison Street New Parking Lot & Green Space Areas
 - Madison Street Closure on 07/05/24: Elite Rivals Twirlers to perform & Safe Walkway to Inflatables & Bounce Houses
 - Electrical Power Board for the Cartoon Headquarters Inflatables & Bounce Houses
 - Portable Toilets
- G.3 Request to Open Corabell Lane (the alley) regarding New Construction Development and to Direct City Attorney to Prepare Letter of Understanding Agreement between COB & Jennie Barnette
- G.4 Auto Zone Request No Parking Signage on Green Street
- G.5 Approval Consolidated Public Works Board Budget Revision FY 23/24
- G.6 Approval Buy Back Proposal Cemetery 2nd Addition Lot 53R Section B Spaces 2 & 4 -Liberty Schooley Lot
- G.7 Approval to transfer the Cemetery CD and Savings (\$235,400) Investments (currently at .03% and .05%) to a higher yield investment
- G8 CPWB approval on 09/28/23; Blanket Permission Car Wash Fundraiser Even-Jawbone Parking Lot in front of Pop’s Furniture on 07/13/24. Event Request Form – Senshi Martial Arts/SYCC & Insurance submitted

H. Board Members Comments and Announcements

I. Adjournment

A. Call to Order—Mayor Skinner called the meeting to order and asked all to join him in a Moment of Silence, followed by the Pledge to the Flag of the United States of America.

B. Recognized Guest – Mayor Skinner recognized the following and, without objection and as noted, moved the corresponding agenda item to the table to action:

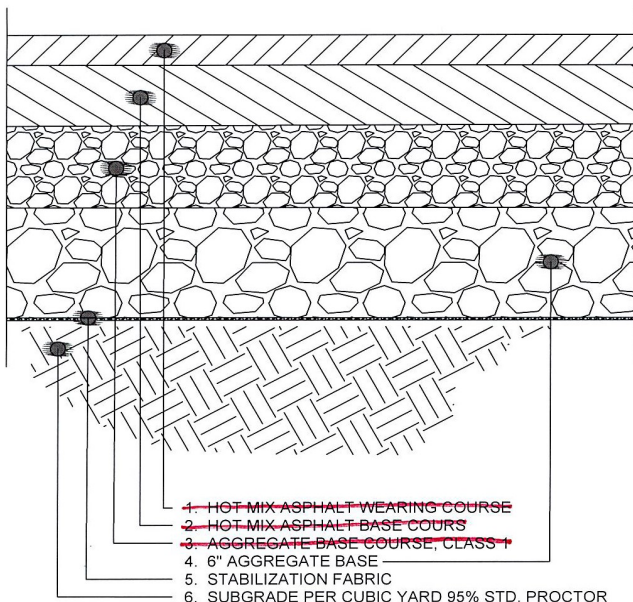
B.1 Julia McCoy, Alpha Delta Pi Gamma Kappa – At 7:32 a.m., Mayor Skinner recognized Brenlyn Swecker, who took the pace of Julia McCoy. Ms. Swecker provided an overview of ***G.1 Event Request- Alpha Delta Pi Gamma Kappa 5K Run/Walk at the Riverwalk Trail Map #2 on 08/31/24.*** A brief discussion took place.

Waldo/Reger motioned to approve the Event Request- Alpha Delta Pi Gamma Kappa 5K Run/Walk at the Riverwalk Trail Map #2 on 08/31/24. The motion carried.

B.2 Amanda Hayes, Fourth of July Committee Member – At 7:34 a.m., Mayor Skinner recognized Amanda Hayes, representing the Fourth of July Committee Member, who provided an overview of the ***G.2 Event Request-Buckhannon Fourth of July Committee (which included) the use of Madison Street new parking lot & green space areas; Madison Street closure on 07/05/24: Elite Rivals Twirlers to perform & safe walkway to Inflatables & Bounce Houses; Electrical power board for the Cartoon Headquarters Inflatables & Bounce Houses; Portable Toilets.*** She also added the Rock Wall to the request and provided the insurance for all events. She removed the previous request to close Florida Street. The discussion determined that the Rock Wall should be located on the far left corner of the Madison Street property near Lincoln Street. Brad Hawkins confirmed that the Street Department could handle the street closure limited to the area between the two openings for the parking entrances of the Madison Street lot. Jerry Arnold also said all affected departments could honor the other requests.

Bucklew/Waldo motioned to approve the Event Request-Buckhannon Fourth of July Committee, which included removing the closure of Florida Street and including the use of Madison Street's new parking lot & green space areas; limited Madison Street closure on 07/05/24: Elite Rivals Twirlers to perform & safe walkway to Inflatables & Bounce Houses; Electrical power board for the Cartoon Headquarters Inflatables & Bounce Houses; providing two Portable Toilets. The motion carried.

B.3 Jennie Barnette, 47 Thurman Avenue – At 7:48 a.m., Mayor Skinner recognized Jennie Barnette to discuss ***G.3 Request to Open Corabell Lane (the alley) regarding New Construction Development and to Direct City Attorney to Prepare Letter of Understanding Agreement between COB & Jennie Barnette.*** John and Jennie Barnette are building three townhouses, and opening the alley to the townhouse's location would allow safe access to the parking areas for the new construction. The Letter of Understanding would be between the City and Jennie Barnette, noting that the City will prepare the Apron as pointed out in the provided drawing, and the alley will be prepared and maintained by the property owners. COB Zoning Officer Vincent Smith, Director of Public Works Jerry Arnold, Mayor Skinner, Board member Jack Reger, and Jennie Barnette participated in the discussion.



PAVEMENT LOCATON	FINAL DESIGN
1	2\"/>
2	4\"/>
3	4\"/>
4	6\"/>
5	STABILIZATION FABRIC
6	6\"/>

NOTES:

1. ALL HOT-MIX ASPHALT SHALL BE MEDIUM MIX DESIGN.
2. SUBBASE DEPTH IS BASED ON A C.B.R. VALUE OF 6. AN ESTIMATE WHICH WILL BE REVISITED ONCE THE SOIL TESTS ON SUBGRADE ARE PERFORMED.
3. A SMOOTHING GRADE SHALL BE MAINTAINED ALONG PAVEMENT TO PRECLUDE THE FORMING OF FALSE GUTTERS AND / OR THE PONDING OF ANY WATER ON THE PAVED AREAS.
4. THE PROPOSED PAVEMENT SECTION ABOVE HAS NOT BEEN DESIGNED TO ACCOMMODATE LOADING FROM CONSTRUCTION TRAFFIC. IF THESE ROADS ARE TO BE USED BY CONSTRUCTION VEHICLES, THE PAVEMENT THICKNESS MUST BE REVISED ACCORDINGLY
5. FINAL PAVEMENT DESIGN TO BE REEVALUATED ONCE THE GEOTECHNICAL HAS BEEN PERFORMED.

TYPICAL PAVEMENT SECTION
SCALE: NONE

Reger/Bucklew motioned to approve the opening of a section of Corabell Lane (the alley) to provide access to the parking area of the proposed townhouse construction and directing the City Attorney to prepare a Letter of Understanding between the City and the property owners agreeing that the City would prepare the apron as noted in the attached drawing and the property owners would prepare and maintain the section of the alley being opened. The motion carried.

B.4 Mark Swiges, Auto Zone – Mayor Skinner noted that Mark Swiges was absent.

B.5 Heather Queen, 7 Green Street – Mayor Skinner noted that Heather Queen was absent.

Mayor Skinner explained that B.4 and B.5 were on the agenda to discuss *G.4 Auto Zone Request No Parking Signage on Green Street*. Since neither party was in attendance, he suggested we table the item until they could attend. The Board did so without objection.

At 7:55 a.m., Mayor Skinner then went to the public sign-in sheet, and Heather Schneider was the first to sign in who he recognized. She spoke about the required event insurance for organized gatherings in the city parks. She focused on the Really Really Free Market and why she feels the event should not have to provide event insurance. Her presentation included that the City of Buckhannon's policy for the required event insurance had changed over the years, noting that it was not needed in earlier years. She argued that the requirement is a barrier for low-income or those below the poverty line to access the parks. She provided an overview of the procedures and purpose of the Really Really Free Market. She then explained that the group had requested to be on this month's agenda but was denied. The group would like to be placed on a future agenda to address the situation entirely. They would request to be added as an Event Insurance Waiver Proposal.

Mayor Skinner recognized Anne Chopyak, who spoke on behalf of the Really Really Free Market. She agreed that the required Event Insurance is a barrier to events like the Really Really Free Market. She acknowledged that suggestions had been made to have the insurance paid for or sponsored by an outside person or organization, but she feels this would change the Really Really Free Market concept.

Mayor Skinner then recognized City Attorney Tom O'Neill, who explained why the City requires Event Insurance. The City Attorney and the Board members then held a Q&A. The City Attorney advised the Board that it is still his recommendation and that the City of Buckhannon should continue to require event insurance.

Mayor Skinner then recognized James Powell of Loudin Insurance, who represents many of the City's insurance carriers. He explained why the insurance carriers stress that the City looks to the organizers of outside events happening on City property to provide their own event insurance, naming the City as an additional insured. He also explained how an organization can obtain event insurance for a reasonable cost. A Q&A with Mr. Powell took place. Mr. Powell advised the Board that it is still his recommendation and that the City of Buckhannon should continue to require event insurance.

A general discussion between the representatives Really Really Free Market and City representatives took place.

Mayor Skinner polled the Board to see if any members were inclined to change or amend the current requirement for event insurance in the future, and no member indicated such interest.

At 8:40 a.m., Mayor Skinner recognized Heather Queen and David Pickens and, without objection, brought ***G.4 Auto Zone Request No Parking Signage on Green Street*** back to the table for discussion. Mayor Skinner provided an overview of the situation, noting that Auto Zone would like No Parking signage installed on Green Street, and Heather Queen and David Pickens object to the request. It was determined that we would continue to monitor the situation and revisit the issue later.

Request for no parking zone from Rt. 20/ S. Kanawha Street to 9 Green St. When the semi makes deliveries they don't have enough room to make it through to the back entrance of Auto Zones parking lot if there are vehicles parked along the road. Have had multiple instances of vehicles parked along the road hindering our delivery drivers. Have talked to the vehicle owner several times about it, but they continue to be uncooperative and park there.

Thanks,
Auto Zone Management

Heather Queen
7 Green Street
Buckhannon, WV 26201

Re: Zoning

June 25, 2024

We appreciate the opportunity to take the time to share our current circumstances with Auto Zone in Buckhannon. As we all aware, this particular property is in a residential neighborhood. This property has been established as a business for many years, not only as Auto Zone, but the Hyre's restaurant prior to Auto Zone's purchase.

Throughout the years, there has not been one complaint or issue, to my knowledge, regarding their stock trucks getting in and out of their lot.

However, there have been several complaints to the store manager over the last several months regarding the speed of their employees leaving their parking lot and going excessively fast/reckless down our street and into their parking lot. There are black marks in the parking lot where the company truck is "peeling out," and when the truck returns to the lot so fast that when they pull in the trucks bounce from hitting the sidewalk. Often, you can hear the tires "chirp" and an extreme acceleration of gas when entering or exiting the parking lot.

Unfortunately, we have had to involve the police department and now the trucks are exiting the lot at a different location which has decreased the "speeding off" and reckless driving near the residences and down the residential street.

The picture associated with this email is the right side of Green Street, upon entry from Route 20. You can see where the truck drivers wide turn and go up through the grass, destroying other properties on our street. Please note the proximity of the tire marks from the sidewalk – not considering the girth of the truck itself which would extend onto the sidewalk itself. The entry way to Auto Zone is much of the same; however, that is on their property and not a residential concern.

This retaliatory behavior is only based on the fact that we (as neighbors) have complained to the store manager regarding the driver flying in and out of the lot. Prior to this, for many years and the existence of their presence in our neighborhood, there has not been ONE issue with their delivery trucks making entry into their store.

This has been quite a displeasing circumstance. We, as neighbors do not wish to lose our parking on the street and quite frankly, find it appalling that this is even a questionable matter considering all things.

Sadly, the neighbors across the street had to pull a vehicle on the side of their driveway to slow down traffic; however, Auto Zone requested that the Buckhannon Fire Department drive their fire truck that direction to see if they could still make it through and they were able to even with the vehicles lined on both sides of the street and parked LEGALLY. Their tractor trailers NEVER turn left out of their lot, so that should not even be a point in question.

Clearly, we want the constant disregard for the small children and residents on our street to end and continue business as usual. We do not want to lose our right to park on the street if needed, as we often have family or friends in, that require access to those parking places. Not only that, but Auto Zone has a total of four entry and exit locations onsite. But, again, it is not a parking issue at the end of the day, it is a retaliatory controversy that is beyond unnecessary.

We appreciate your time and consideration in this matter.

Sincerely,



Heather Queen

The public comment period of the meeting was closed at 8:55 a.m.

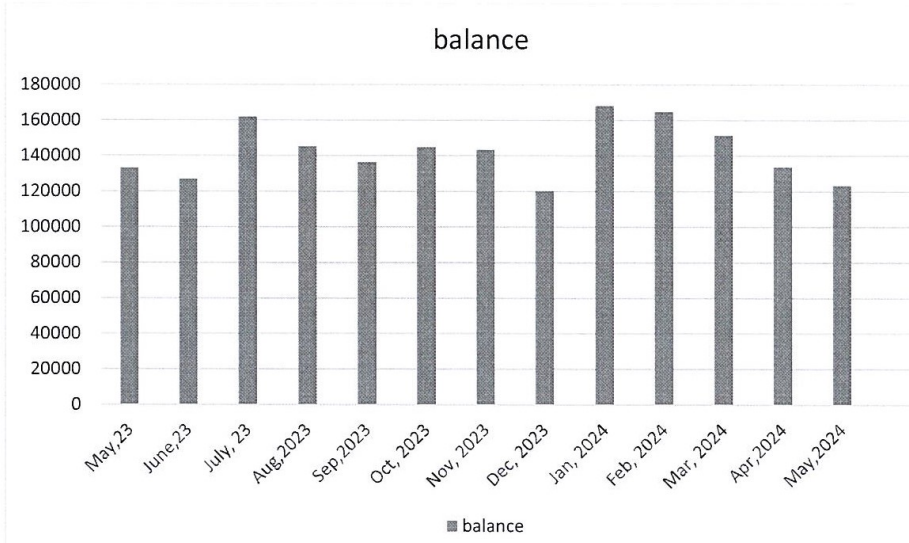
D. Financial Report - Amberle Jenkins

D.1 May 2024 – Mrs. Jenkins provided the following financial report for May 2024 in the packet.

**CONSOLIDATED PUBLIC WORKS BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Money market & checking balance:
May 31, 2024 \$123,414.07

Cemetery CD and savings (CD renews Apr 24) \$ 235,404.94



CPWB MAY 2024 PAYMENT OF BILLS

\$1,314.75 – J F ALLEN – STONE FOR CITY PARK PROJECT

\$2,400.00 – RECDESK – ANNUAL SOFTWARE FEE PARK RESERVATIONS

FUND: CONSOL PUBLIC WORKS

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
BOARD	MON POWER	700-343-00	MAT&SUPP-PARKS	110 088 938 128 44 6TH ST	15.82
		700-343-00	MAT&SUPP-PARKS	110088938 045 61 CLEVELAND	162.11
		700-343-00	MAT&SUPP-PARKS	110 088 938 086 PARK STREE	16.00
		700-343-00	MAT&SUPP-PARKS	110 087 901 580 FLAG POLE-	10.00
		700-342-00	MAT & SUPP - PARKING	110 112 520 876 PRK LOT 3	58.07
		700-342-00	MAT & SUPP - PARKING	110 112 520 819 PRK LOT 3	10.52
		700-342-00	MAT & SUPP - PARKING	110 112 520 926 PRK LOT 3	10.52
		700-342-00	MAT & SUPP - PARKING	110116755015 LOT 3 FAIRS &	11.42
		700-343-00	MAT&SUPP-PARKS	110 149 193 085 JAWBONE PR	25.85
		700-343-00	MAT&SUPP-PARKS	110 089 164 682 JAWBONE PA	217.41
		700-343-00	MAT&SUPP-PARKS	110 086 639 413 PARK STREE	36.30
		700-343-01	DOG PARK EXP	110 137 251 630 WALK TRAIL	11.12
		700-343-00	MAT&SUPP-PARKS	110 141 766 342 13 MARION	10.52
		700-343-00	MAT&SUPP-PARKS	110 160 309 727 15 MADISON	44.17
		700-343-00	MAT&SUPP-PARKS	110 160 309 776 15 MADISON	50.21
		700-465-00	CONTRACT MOWING CEME	CITY MOWING	58.12
		700-343-00	MAT&SUPP-PARKS	HELP WANTED STREET DPT	237.00
	RITE-WAY HEATING & PLUMBING	700-343-00	MAT&SUPP-PARKS	FLUSH VALVE CITY PAR	159.25
		700-343-00	MAT&SUPP-PARKS	FAUCET FOR CITY PARK	48.09
		700-343-00	MAT&SUPP-PARKS	BACKFLOW PREVENTOR	30.62
	J F ALLEN CO	700-343-00	MAT&SUPP-PARKS	NUT & GASKET FOR JAWBONE	14.00
		700-343-00	MAT&SUPP-PARKS	57'S & 3/4 CR FOR CITY PA	1,314.75
	LOWES BUSINESS ACCOUNTS/SYNC	700-464-00	HOTEL-MOTEL (FLOWERS	GLOVES, TRIMMER, MARIGOLD	358.71
		700-464-00	HOTEL-MOTEL (FLOWERS	CARRAGE BOLTS FOR BRACKET	4.90
		700-343-00	MAT&SUPP-PARKS	BIT SET & 2X12X16 BO	35.93
		700-464-00	HOTEL-MOTEL (FLOWERS	MULCH	75.60
		700-464-00	HOTEL-MOTEL (FLOWERS	MULCH	75.60
		700-464-00	HOTEL-MOTEL (FLOWERS	MUSHROOM COMPOST SHRUBS	13.74
		700-343-00	MAT&SUPP-PARKS	BATTERIES & FLUSH VALVE	95.87
		700-343-00	MAT&SUPP-PARKS	SACKRETE	33.66
		700-464-00	HOTEL-MOTEL (FLOWERS	MULCH	75.60
		700-343-00	MAT&SUPP-PARKS	RAIL KIT FOR PAV 3	285.00

093-CONSOL PUBLIC WORKS

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
NON-OPERATING EXPENSES						
093-700-999-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BOARD	427,195	18,542.02	223,650.44	223.20	203,321.36	52.41
TOTAL EXPENDITURES	427,195	18,542.02	223,650.44	223.20	203,321.36	52.41
REVENUE OVER/(UNDER) EXPENDITURES	(137,000)	(10,511.52)	(3,563.35)	(223.20)	(133,213.45)	2.76

Without objection, **G.7 Approval to transfer the Cemetery CD and Savings (\$235,400) Investments (currently at .03% and .05%) to a higher-yield investment** was moved to the table for action. Mrs. Jenkins provided an overview.

Reger/Waldo motioned to approve the transfer of the Cemetery CD and Savings (\$235,400) Investments (currently at .03% and .05%) to a higher-yield investment. The motion carried.

Without objection, **G.5 Approval Consolidated Public Works Board Budget Revision FY 23/24** was moved to the table for action. Mrs. Jenkins provided an overview of the request.

Consolidated					
Budget Revision 6-26-24					
Revenue					
093-399-000-03			\$ -	\$ -	\$ -
093-347-000-01			\$ -	\$ -	\$ -
				\$ -	
Expenses					
093-700-341-00	Mat&Supplies-Cemetery		\$ 7,000	\$ 1,000	\$ 8,000
093-700-226-00	Insurance		\$ 10,000	\$ (1,000)	\$ 9,000
				\$ -	

Reger/Waldo motioned to approve the Consolidated Public Works Board Budget Revision FY 23/24. The motion carried.

Waldo/Reger motioned to accept the financial report for May 2024. The motion carried.

C. Department Report

C.1 Bradley Hawkins: Mr. Hawkins presented the following report (We means the Street Department):

- We had the BBQ Bash event in the Jawbone Park area.
- We worked on the sidewalk at 64 E. Main St.
- We are working on trimming trees around the Walk Trails.
- The J. F. Allen will be paving in the City Park 2 to 3 weeks from now.
- At Jawbone Park, during small events, Food trucks, and trailers need to adapt to the SOA RV plugs on the light poles, so we are not paying employees to call out overtime for 10 minutes of work to set up or take down a power box to adapt to them.

E. Correspondence and Information - Mayor Skinner reviewed the following with the Board:

E.1 Grant Award-WVDOH 2023 Transportation Alternatives Grant for Morton Ave & N Locust St Sidewalk & Lighting Project Phase 1 Design

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Highways

Alanna J. Keller, P.E.
Deputy Secretary of Transportation
Deputy Commissioner of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Jimmy Wriston, P.E.
Secretary of Transportation
Commissioner of Highways

June 6, 2024

Mr. Jerry L. Arnold
Director of Public Works
City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201

Dear Mr. Arnold:

The West Virginia Division of Highways (WVDOH) is pleased to announce that the City of Buckhannon has been awarded a 2023 Transportation Alternatives (TA) grant for the Buckhannon Morton Avenue & North Locust Street Sidewalk & Lighting Phase I project in Upshur County. The grant consists of \$60,000.00 in federal funds and \$15,000.00 in matching funds provided by the City of Buckhannon, for a project total of \$75,000.00.

We will be contacting you to discuss the project details. In the meantime, should you have any questions, please contact Mrs. Sharonnia Osayaba, Project Manager with our Grant Administration Unit within the Planning Division, at (304) 414-6902 or by email at Sharonnia.M.Osayaba@wv.gov.

Sincerely,



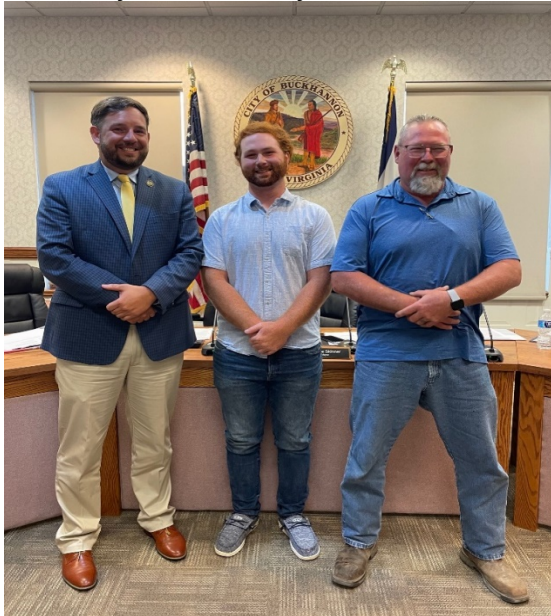
Jimmy Wriston, P.E.
Secretary of Transportation/
Commissioner of Highways

E.2 Announcement Hiring of Public Works Director

Ethan Crosten chosen to succeed Jerry Arnold as Director of Public Works for Buckhannon.

BUCKHANNON—Mayor Robbie Skinner recently announced that Ethan Crosten, the current Superintendent of Buckhannon's Sanitary Sewer Department, has been selected as the city's next Director of Public Works.

Mr. Crosten will work closely with the current Director of Public Works, Jerry Arnold, until his retirement, which will occur in a few months. A seamless transition will ensure the position's continuity and efficiency.



L to R - Mayor Robbie Skinner, Ethan Crosten, and Jerry Arnold

Ethan Crosten is a 2021 graduate of Fairmont State University with a degree in Geomatics Engineering, graduating Cum Laude from an Accreditation Board for Engineering and Technology program, and will complete his Master of Business Administration through Louisiana State University in October of this year. His certifications include being a Certified Floodplain Manager through the Association of State Floodplain Managers, a Surveyor in Training through the West Virginia Board of Professional Surveyors, and a Class III Wastewater Treatment Plant Operator through the West Virginia Division of Health and Human Resources. Ethan has been working with the City of Buckhannon since 2021.

In 2016, the City of Buckhannon appointed Jerry Arnold as the Director of Public Works, a role he has fulfilled with exceptional dedication and skill. His efforts have significantly contributed to the continuity and efficiency of all the various departments that make Buckhannon the success it is. Mr. Arnold was hired as a garbage collector in 1993 and eventually promoted to superintendent of streets. He held that position until 2016, when the council named him Director of Public Works.

In making the announcement at a recent City Council Meeting, Mayor Skinner noted that Jerry Arnold will be retiring from our organization after a very long and successful career; Skinner attributed the positive feelings we all have about the City of Buckhannon to Jerry and the various crews of our city.

“It’s not because of us (council members) sitting here; it’s because of Jerry (Arnold) and Amby (Jenkins, Director of Finance and Administration) and all of our employees – they make us the special place that we are,” Skinner added. “All of the events that we have throughout the year would not happen without Jerry Arnold, and so although we really are going to be very sad to lose Jerry on the employment side, we know he’ll still be a resident here and still be part of our community.”

As for the newly named Director of Public Works, Ethan Crosten, Mayor Skinner stated, “He and his wife have chosen to make Buckhannon their home,” he said. “[Ethan] has matured and grown into the supervisory position at the Sanitary Department. He has learned every possible aspect of that part of our city and is looking forward to learning about the rest of the departments and how everything fits together, so please welcome Ethan Crosten as our new public works director.”

E.3 FOIA Request-Heather Schneider-Recording of the CPWB March 2024 meeting

From: **Heather Schneider** <heatherschneider@freemealsappalachia.org>
Date: Wed, May 29, 2024 at 10:39 PM
Subject: Re: recordings for consolidated public works board meetings
To: Randy Sanders <randy.sanders@buckhannonwv.org>

Thank you for the minutes.
I appreciate the speedy response too, Randy. Since the meetings are recorded, where can I access the recording of the March CPWB meeting?
Kind regards,
Heather

Randy Sanders <randy.sanders@buckhannonwv.org>

Fri, Jun 7,
3:42 PM

to Heather, Amberle, me

Hi Heather,

The recording of the CPWB meeting that you requested is now available for pickup at City Hall. As a reminder, the cost is \$7.50.

Have a great weekend!

Randy

F. Consent Agenda

F.1 Approval of Minutes: Regular 05/23/24 - Mayor Skinner asked if there were any additions or corrections to these minutes or for a motion to approve them as presented.

Reger/Waldo motioned to approve the Minutes as presented for the regular meeting 05/23/24. The motion carried.

G. Strategic Issues for Discussion and/or Vote

G.1 Event Request- Alpha Delta Pi Gamma Kappa 5K Run/Walk at the Riverwalk Trail Map #2 on 08/31/24 – Action taken earlier in the meeting.

G.2 Event Request-Buckhannon Fourth of July Committee: – Action taken earlier in the meeting to address the following:

- **Use of Madison Street New Parking Lot & Green Space Areas**

- **Madison Street Closure on 07/05/24: Elite Rivals Twirlers to perform & Safe Walkway to Inflatables & Bounce Houses**
- **Electrical Power Board for the Cartoon Headquarters Inflatables & Bounce Houses**
- **Portable Toilets**

G.3 Request to Open Corabell Lane (the alley) regarding New Construction Development and to Direct the City Attorney to Prepare a Letter of Understanding Agreement between COB & Jennie Barnette – Action taken earlier in the meeting.

G.4 Auto Zone Request No Parking Signage on Green Street – Action taken earlier in the meeting.

G.5 Approval Consolidated Public Works Board Budget Revision FY 23/24 – Action taken earlier in the meeting.

G.6 Approval Buy Back Proposal Cemetery 2nd Addition Lot 53R Section B Spaces 2 & 4 -Liberty Schooley Lot – Mrs. Jenkins reviewed the request.

21 June 2024

To: Consolidated Public Works Board
Buckhannon, WV

Dear Board Members:

I purchased spaces 2 & 4 of section B Lot 53R in the second Addition Heavner Cemetery. I wish to sell these spaces back to the City, as soon as my mothers urn is removed from one of the spaces too bring it up for burial in Ithaca, New York where we will now have her buried with my father that just passed. Thank You, you are much appreciated at this difficult time.

Sincerely,



Liberty Schooley
14 Sedgwick Street
Buckhannon, WV,26201
681-433-1383

POLING-ST. CLAIR FUNERAL HOME, INC.

95 S. KANAWHA ST., BUCKHANNON, WV 26201
PHONE (304)472-1000 FAX (304)472-0365
WWW.POLINGSTCLAIR.COM
CODY V. CABRERA
VICE PRESIDENT/ LICENSEE IN CHARGE

June 24, 2024

To Whom It May Concern:

This letter is to request the disinterment of Vera Suzanne Horton Schooley, who was cremated and buried at Heavner Cemetery. According to Doug Thompson, Deputy State Registrar, a disinterment permit is not necessary for the disinterment of cremated remains. We will be transporting her husband, William Schooley, to Ithaca, NY on Thursday June 27, 2024, and would like to complete the disinterment of Mrs. Schooley prior to Thursday in order to transport them together. Please let me know if you have any questions or concerns.

Regards,



Sarah St.Clair

THIS DEED, made this 11th day of February 2021 by and between THE CITY OF BUCKHANNON, a municipal corporation, Grantor and party of the first part, and, LIBERTY SCHOOLEY of 87 1/2 BARBOUR ST, BUCKHANNON WV 26201, Grantee and party of the second part,

WITNESSETH: That for and in consideration of the sum of One Dollar (\$1.00), and other good and valuable considerations, the receipt of which is hereby acknowledged, the said party of the first part does hereby grant, sell and convey unto the said Grantee the right to intern human remains in the cemetery owned by the party of the first part, and known as

SECOND ADDITION HEAVNER CEMETERY
situated in Buckhannon District, Upshur County, West Virginia, upon the lot or lots hereinafter designated and described:
Section B Lot 53R Spaces 2 and 4 of said Cemetery.

This conveyance and all rights acquired hereunder by the Grantee are expressly made subject to the rules and regulations of the City of Buckhannon now in existence or which may hereafter be adopted and enacted to the same extent as if said rules and regulations were herein set forth verbatim. The rules and regulations of the City of Buckhannon as are now in existence or as may hereafter be adopted shall be considered as covenants running with the interests herein granted and shall be binding upon the Grantee, their heirs or assigns.

This deed and conveyance are further made and accepted upon the express condition that the Grantee herein, their heirs and assigns, shall not have the right to sell the right to inter human remains on the lot or any of the grave spaces herein specified without first offering the same for sale to the City of Buckhannon at the price which the Grantee paid to the City of Buckhannon.
Purchase price: \$ 1,600.00 for two grave spaces.

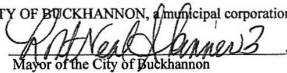
It is the intentions of the Grantor by this instrument to grant burial rights only and further to make said burial rights expressly subject to all rules and regulations of the City of Buckhannon as now adopted or as may hereafter be adopted by said City.

In the event that more than one party is herein named as Grantee and parties of the second part, then the term Grantee shall be construed to mean all of the parties of the second part.

DECLARATION OF CONSIDERATION

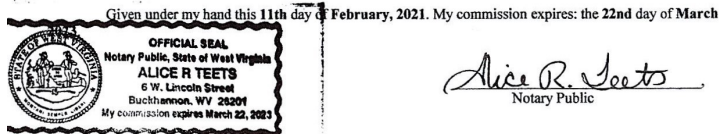
The undersigned Grantor does hereby declare that this conveyance is not subject to the West Virginia excise tax upon the privilege of transferring title to an interest in real estate as this is a conveyance made by a political subdivision of the State of West Virginia.

WITNESS the following signature:

THE CITY OF BUCKHANNON, a municipal corporation
BY: 
Mayor of the City of Buckhannon

STATE OF WEST VIRGINIA
COUNTY OF UPSHUR, to-wit:

I, Alice R Teets, a Notary Public in and for said County and State, do hereby certify that Robert Skinner III, who signed the foregoing deed, bearing date the 11th day of February, 2021, as Mayor of the City of Buckhannon, a municipal corporation, has this day, in my said County and State, before me, acknowledged the said writing to be the act and deed of said corporation.



This instrument was prepared by Thomas Joseph O'Neill III WVSB ID# 10575,
203 Grant Lane Buckhannon, WV 26201
City Attorney - City of Buckhannon

Waldo/Bucklew motioned to approve the buyback proposal for the Cemetery 2nd Addition Lot 53R Section B Spaces 2 & 4 -Liberty Schooley Lot as presented. The motion carried.

G.7 Approval to transfer the Cemetery CD and Savings (\$235,400) Investments (currently at .03% and .05%) to a higher yield investment – Action taken earlier in the meeting.

G8 CPWB approval on 09/28/23; Blanket Permission Car Wash Fundraiser Event- Jawbone Parking Lot in front of Pop's Furniture on 07/13/24. Event Request Form – Senshi Martial Arts/SYCC & Insurance submitted – Mayor Skinner provided an overview.

Bucklew/Waldo motioned to acknowledge and approve the CPWB approval on 09/28/23; Blanket permission Car Wash Fundraiser Event - Jawbone Parking Lot in front of Pop's Furniture on 07/13/24 per the event request form included, and the Senshi Martial Arts/SYCC & Insurance submitted. The motion carried.

H Board Members Comments and Announcements

Pam Bucklew: Mrs. Bucklew had nothing further.

Mark Waldo: Mr. Waldo asked if there would be additional barriers to the new basketball court at City Park. Mr. Arnold reported that there was nothing in the plans.

Jack Reger: Mr. Reger noted that while he feels for the folks with the Really Really Free Market, but he understands and agrees with the need for Event Insurance and that it needs to apply to all organizations.

Nancy Shobe: Mrs. Shobe was absent.

Randy Sanders—Recorder Sanders had nothing further

Mayor Robbie Skinner—Mayor Skinner thanked Mr. O'Neill and Mr. Powell for attending. He also clarified that the question he asked the Board concerning opinions regarding the Really Really Free Market was simply a question. No action was taken. He encouraged the group to accept the offers to pay for the necessary insurance.

I. Adjournment:

At 8:56 AM, Bucklew motioned to adjourn the meeting.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
