

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

A regular meeting of the Buckhannon City Council was held on Thursday, June 06, 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	Present
Council Member	CJ Rylands	Absent
Council Member	David Thomas	Absent
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O’Neill	Present
Buckhannon Police 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: Fred & Nancy Shobe; William Wilson, Jr; Jane Reddecliff; Barbara Loudin; Jane Simmons; Beverly Reger; Emmy Msaitif; Dave Ward; Jody Light; Dr. Timothy Reese; Karla Nine – GTM; Megan & Schyler Smith - GTM

***City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, June 06, 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
- C. Department & Board Reports**

C.1 Public Works Director- Jerry Arnold

C.2 Finance Director - Amberle Jenkins

C.3 Police Chief- Matthew Gregory

C.4 City Attorney- Tom O’Neill
- D. Correspondence & Information**

D.1 Canvass-Certification of Votes-Election May 14, 2024

D.2 Mayor’s Proclamation-National Nurses’ & National Hospital Week

D.3 Mayor’s Proclamation-Webb Grubb Police Officer Recognition Day-Chief Chesley Mearns

D.4 Mayor’s Proclamation-Friendly Way Firefighter Recognition Day-Joey Dale Slaughter

D.5 CGP Foods Inc. Buckhannon Shop N Save Express-Zoning Form to ABCA

D.6 Letter of Resignation Buckhannon Fire Department Lieutenant John Brugnoli

D.7 Notification of City Council Meeting Schedule June-July 2024

D.8 Letter of Support for Community Care of WV’s Construction of the Bkn Integrated Health & Education Center

D.9 Report of Cat & Dog Activity-Upshur County Commission-April 2024

D.10 Buckhannon Native Jayne Ann Phillips Awarded Pulitzer Prize

D.11 CBS News Correspondent Weijia Jiang Reflects on Her Buckhannon Roots

D.12 FEMA Approval Hazard Mitigation Plan (HMP)
- E. Consent Agenda**

E.1 Approval of Minutes Regular Meeting 05/02/2024, Special 05/21/2024

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 Fire Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & To Set Date/Time To Conduct Interviews for Position of Probationary Firefighter(s)

F.2 Approval Resolution No. 2024-05 General Fund Budget Revision #5 FY 2023/2024

F.3 Approval/Accept Bid Opening Results for Uniform Rental and Laundering Services

F.4 Planning Commission Recommendation to Deny the Request to Amend Permitted Uses in R-1 Single Family Residential District to include Airbnb Rental

F.5 Discussion/Possible Vote to Purchase Heartsmart Automated External Defibrillator (AED) Units

F.6 Jerry Arnold Retirement-Legacy Leave

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 Per WV Code § 6-9A-4 Personnel Matters

J. Adjournment

POSTED 06/03/2024

A. Call to Order: At 7:01 pm, Mayor Robbie Skinner called the June 06, 2024, regular meeting of the Buckhannon City Council to order, followed by a moment of silence. He then recognized guest Beverly Reger, who led us in the pledge to the flag.

Mayor Skinner noted that we already had an Executive Session (Per WV Code § 6-9A-4) for Personnel Matters on the agenda. He said that we also had an item under Strategic Issues for Discussion and/or Vote and that our City Attorney had some new information that may very well affect that item that needed to be shared with the Council members. Therefore, he invoked the Chair's prerogative to call for an additional Executive Session Per WV Code § 6-9A-4 for Property Matters.

At 7:03 p.m., Reger/Sanders motioned to move into Executive Session Per WV Code § 6-9A-4 for Property Matters. The motion carried.

At 7:23 p.m., Bucklew/Reger motioned to leave the Executive Session and resume the regular meeting. The motion carried.

Mayor Skinner noted that during the Executive Session, the Council discussed a property matter with the City Attorney. He then asked that we bring the ***F.4 Planning Commission Recommendation to Deny the Request to Amend Permitted Uses in R-1 Single Family Residential District to include Airbnb Rental*** to the table for discussion and/or a vote.

June 6, 2024

City of Buckhannon
70 E Main Street
Buckhannon, WV 26201

Attn: City Council Members

RE: City of Buckhannon Planning Commission - Special Meeting of May 20, 2024

Dear Council Members,

On May 20, 2024, the members of the City of Buckhannon Planning Commission held a special public meeting to address the following issue:

C. Strategic Issues for Discussion and/or Vote
C.1 Request for the Consideration to Amend Zoning Ordinance No. 244, Section 501 R-1, Single Family Residential District, the Permitted Uses to include Airbnb Rentals and Possible Recommendation to the City Council or scheduling the date of a Planning Commission Public Hearing.

After hearing from the requesting party and those in attendance, the following action took place:

Wilkerson/ Tierney motioned to recommend to City Council to deny the request to Amend Zoning Ordinance No. 244, Section 501 R-1, Single Family Residential District, the Permitted Uses to include Airbnb Rentals. Motion carried unanimously.

Respectfully submitted,



Randall H. Sanders
City Recorder
City of Buckhannon

Sanders/McCauley motioned to move item *F.4 Planning Commission Recommendation to Deny the Request to Amend Permitted Uses in R-1 Single Family Residential District to include Airbnb Rental* to the table for discussion and/or a vote. The motion carried.

Mayor Skinner recognized City Attorney Tom O'Neill, who explained his research on the request to amend permitted uses in the R-1 Single Family Residential District to include Airbnb rentals. He

noted that he has been reviewing the WV State Code – Chapter 8, Article 1, Section 5-A, subsection K, which reads: (k) *Municipalities may not prohibit or effectively limit the rental of a property, in whole or in part, or regulate the duration, frequency, or location of such rental, in whole or in part. A municipality may regulate activities that arise when a property is used as a rental: Provided, That such regulation applies uniformly to all properties, without regard to whether such properties are used as a rental: Provided, however, That nothing in this subdivision may be construed to prohibit a municipality from imposing a hotel occupancy tax as prescribed in §7-18-1 et seq. of this code.* The City Attorney recommends that the Council send this item back to the Planning Commission for them to review further to properly discuss a recommendation for the Council that is based on this new information. A further discussion occurred with questions and comments from the public, including Nancy Shobe, Dr. Tim Reese, and Megan and Schyler Smith. Mayor Skinner asked that we invite our state representatives, and it was mentioned that members of the City Council are encouraged to attend the Planning Commission meeting.

Sanders/Reger motioned to refer the request to amend permitted uses in the R-1 Single Family Residential District to include Airbnb Rental back to the City Planning Commission. The motion carried unanimously.

B. Recognized Guests:

B.1 None—Mayor Skinner noted that no one had requested to be placed on the agenda to address the Council; however, several had signed the public sign-in sheet to address the Board on the previously discussed subject and, due to the action of the Council, now declined to speak. Mayor Skinner did recognize Jody Light, who provided an update on the upcoming Almost Heaven BBQ Bash that will be held in Buckhannon from June 13th through June 15th.



June 13 – 15, 2024

PO Box 2054 Buckhannon, WV 26201
Toll-Free: 866 / 710-7600

E-mail: almostheavenbbqbash@gmail.com Website: www.almostheavenbbqbash.com

*** **PRESS RELEASE** ***

From: Jody Light, President, Board of Directors
Cell: 304 / 439-3033 (not for release to the public)

BBQ Bash Offers Lots of Family Entertainment

The 9th Annual Almost Heaven BBQ Bash kicks off Thursday, June 13th at Jawbone Park in downtown Buckhannon with an evening of food, fun, and entertainment from 4:00 – 8:00 PM. Come enjoy some great BBQ or other specialty foods, a balloon artist, face painting, and fun family entertainment. Dine in the park, adults can enjoy a cold beverage in Brokz Beer Garden, or take home a feast for the family. Bring a blanket or lawn chair, enjoy some great food and family entertainment. FREE admission for everyone!

Thursday's Kick-Off features performances by the Lincoln County Cloggers, an Appalachian dance group based in Hamlin, WV performing Irish and Celtic tunes, as well as clogging to bluegrass, country, big band, patriotic, and some good ole rock and roll. There's also a NEW Bowling and Pool Tournament, hosted by Woody's Bowling Center, on the old Elkins Road. Bowling starts at 6:00 PM, Pool begins at 6:30 PM, with cash and trophies to the winners. Call 304 / 472-5070 to register or sign-up when you arrive.

The BBQ Bash opens Friday, June 14 at 11 AM with several BBQ and other food vendors, crafters, periodic demonstrations by the Laurel Fork Falconer with a variety of WV birds of prey, Dime Toss, FREE Sand Art for the kiddos, Cake & Cupcake Walks, an extreme balloon artist, face painting, and more fun for the whole family. Friday evenings entertainment will stir those rock n roll memories as The ROX Band kicks in high gear from 6:00 to 9:00 PM at the Main Stage in Jawbone Park playing rock-n-roll hits, mainly from the 70's and 80's for a stroll down memory lane.

The food and fun continues Saturday, June 15th from 11 AM – 8 PM with the sweet smell of BBQ filling downtown Buckhannon as 44 teams from 16 states compete for cash, prizes, bragging rights, and the WV BBQ Grand Champion title with an entry into the Jack Daniels International BBQ Tournament and the American Royal BBQ Championship to represent WV. Bring your classic car or truck to our 2nd annual Cruise In on Main Street from 10 AM – 4 PM (registration opens at 9:30 AM) with dash plaques to the first 100 entrants – NO fee to enter.

Saturday nights finale features Ryan Cain and the Ables, from 6 – 8 PM, bringing their toe-tappin' blend of rock n roll, Rock-a-Billy, surf-rock instrumentals, and honky tonk tunes to Jawbone Park. Don't miss this high energy band, generously sponsored by Jenkins Ford.

For more information, call toll-free – 866 / 710-7600 and be sure to "LIKE" our Almost Heaven BBQ Bash Facebook page for event announcements and updates.

Public comments were closed at 8:02 p.m.

C. Department & Board Reports

C.1 Public Works Director - Jerry Arnold - Mayor Skinner recognized Jerry Arnold, who provided the following report ("I" refers to Jerry Arnold except where noted; "We" refers to the City or the specific department):

I have been working with our lease vehicle vendor on specifications for a standardized medium truck specification that can be utilized for all our public works department’s needs.

We have ordered the 5-AED units that will be placed in all our departments and City Hall.

Street:

- We continue working on the City Park. The subgrade on the pickleball courts has been completed, and we have about half a day’s work to complete the basketball court before we can have the contractor pave them.*
- Completed work on a residential sidewalk on College Avenue.*
- We will be working on sidewalks on South Florida St.*
- We will also replace the sidewalk on Madison Street, which was removed for the new water line.*
- Installing the 4-street lights on Amelia Dr. as part of the GWW Project.*

Waste:

- Nothing new to report.*

Sewer:

- Continue working on the Island Avenue sewer line replacement.*

Water:

- Continue working on the Meade St water line replacement.*
- Working on making repairs to the dam from damage caused by debris.*

Engineer (“I” refers to Jay Hollen, City Engineer):

- ARPA—Tennerton Booster Station—We are Waiting on MonPower to connect new electrical service to the building so that final electrical improvements can be made and the booster station can be tested and then run for an extended period (late June) to ensure it is functioning properly.*
- WVDOH Transportation Alternative Program (TAP) - The 2024-25 application period is open, and I will be resubmitting the application for the design of the Route 20 North sidewalk and lighting project as well as preparing applications for the construction of the West Main Street / Route 20 intersection sidewalk improvement project between Main Street and Huffman Lane and the construction of the Morton Avenue sidewalk and lighting project.*
- ARPA – Sanitary Sewer Collection System on Taylor Street – The Contractor is working on installing one manhole and the punch list items identified by Potesta and the Sewer Department.*
- CRS – Submitted the necessary information required by CRS for the 2023-24 annual CRS report on April 29, 2024. Continuing to work on the 2024 Annual Floodplain Management Report that will be submitted for review by the City Council before being made available to the general public. It should be noted that the Report will be submitted to the City Council for review and approval sometime in June 2024*

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

Amby report 6/6/2024			
Balances <i>May 2024</i>			
General Fund mm checking	\$1,801,402	CD	\$86,550
Historic Landmark savings	\$3,034		
Stockert Youth Center Capitol Campaign		\$447,096 + 12,000 pledge =	\$459,096
Coal Tax	\$53,186.		
Municipal Stabilization Fund	\$924,215		
Flood Control Acct	\$78,342		
Consolidated Public Works Board	\$230,181	Cem CD	\$235,404
Sales Tax	\$1,208,781	(\$1,016,697 of this is with WVBTI \$16697 interest earned since Feb deposit)	
American Rescue Plan Acct	\$408,018		
Opioid Account	\$113,226		
May 2024 General Fund – revenues and expenditures			
Revenues \$403,782. Expenses \$591,712 difference of \$187929 more in expenses			
Invoices to note—see attached			
Stockert Activity is attached. Approximately 1339 attendees throughout the month of May. Does not count the activities with the 3 day craft show during WV Strawberry Fest.			
CAC – Comedy show was held in May 61 tickets were used. The building is also being used by BCT for rehearsals.			
Event Center – The Guard has used the building for most of May. Two Upshur County Elementary Schools used the building for concerts and a wedding.			

SYCC Program/Events May 2024

May-24					
Start Date	Start Time	End Time	Event	Location	# Attended
5/01/2024	11:00 AM	1:00 PM	SYCC Play day-Union K	Gym/Playground	23
5/01/2024	12:00 PM	1:00 PM	Tobacco Coalition Meeting	Upstairs	5
5/01/2024	1:00 PM	2:00 PM	SYCC Play day-Academy K	Gym/Playground	27
5/01/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	55
5/01/2024	6:00 PM	8:00 PM	Pee Wee Cheer Party	Gym/Playground	15
5/02/2024	2:00 PM	4:00 PM	Violin Lessons	Upstairs	2
5/02/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	58
5/02/2024	4:00 PM	6:00 PM	Violin Lessons	Upstairs	3
5/02/2024	5:00 PM	6:00 PM	SYCC Drill Team Practice	Gym	13
5/02/2024	6:30 PM	8:30 PM	Karate	Gym	10
5/03/2024	3:00 PM	6:00 PM	Violin lessons	Upstairs	3
5/03/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	44
5/04/2024	12:00 PM	2:00 PM	Party Rental	Gym, Lounge, Game room	35
5/05/2024	4:00 PM	7:00 PM	Party Rental	Gym, Lounge, Game room	27
5/06/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	54
5/06/2024	5:30 PM	8:30 PM	Karate	Gym	12
5/07/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	54
5/07/2024	5:30 PM	6:30 PM	Kickboxing	Gym	10
5/08/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	48
5/08/2024	4:15 PM	6:00 PM	SYCC Drill Team Practice	Gym	13
5/09/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	57
5/09/2024	4:00 PM	6:00 PM	Violin Lessons	Upstairs	4
5/09/2024	5:00 PM	6:00 PM	SYCC Drill Team Practice	Gym	13
5/09/2024	6:30 PM	8:30 PM	Karate	Gym	4
5/10/2024	3:00 PM	6:00 PM	Violin lessons	Upstairs	3
5/10/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	45
5/11/2024	8:00 AM	7:00 PM	Party Rental	Gym, Lounge, Game room	45
5/12/2024	2:00 PM	4:00 PM	Party Rental	Gym, Lounge, Game room	31
5/13/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	52
5/13/2024	5:30 PM	8:30 PM	Karate	Gym	18
5/14/2024	5:30 PM	6:30 PM	Kickboxing	Gym	8
5/15/2024	10:00 AM	6:00 PM	Strawberry Festival Craft Sale Setup	Gym and Outside	52

5/15/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	48
5/16/2024	12:00 AM	8:00 PM	Strawberry Festival Craft Sale	Gym and Outside	?
5/16/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	40
5/16/2024	4:00 PM	9:00 PM	SYCC Drill Team	Upstairs and Bus	13
5/17/2024	12:00 AM	8:00 PM	Strawberry Festival Craft Sale	Gym and Outside	?
5/18/2024	12:00 AM	8:00 PM	Strawberry Festival Craft Sale	Gym and Outside	?
5/20/2024	9:00 AM	12:00 PM	SYCC Play day-Head start	Gym/Playground	35
5/20/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	55
5/20/2024	5:30 PM	8:30 PM	Karate	Gym	15
5/21/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	53
5/22/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	42
5/23/2024	11:00 AM	3:00 PM	Birth to Three end of year event	Gym/Playground	21
5/23/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	38
5/23/2024	4:00 PM	6:00 PM	Violin Lessons	Upstairs	3
5/23/2024	6:30 PM	8:30 PM	Karate	Gym	11
5/24/2024	3:30 PM	6:00 PM	SYCC After School Program	Whole Building	26
5/25/2024	2:00 PM	4:00 PM	Party Rental	Gym, Lounge, Game room	25
4					
5/26/2024	3:00 PM	5:00 PM	Party Rental	Gym, Lounge, Game room	40
5/28/2024	5:30 PM	6:30 PM	Kickboxing	Gym	7
5/29/2024	5:00 PM	6:00 PM	Kangoo	Gym	3
5/30/2024	6:30 PM	8:30 PM	Karate	Gym	11
5/31/2024	5:00 PM	6:00 PM	Buckhanacon Set Up	Gym	10

1339

Without object, ***F.2 Approval Resolution No. 2024-05 General Fund Budget Revision #5 FY 2023/2024*** was moved to the table for review and/or vote. Amby Jenkins reviewed the proposed resolution with the Council and recommended that we approve it.

McCauley/Bucklew motioned to approve Resolution No. 2024-05 General Fund Budget Revision #5 FY 2023/2024 as presented. The motion carried unanimously.

As a resolution, a roll call was needed, and the results are as follows:

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

RESOLUTION 2024-05

At a regular session of the municipal council, held June 6,
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 #5, a copy of which is entered as part of this
record.

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

J DAVID THOMAS: -COUNCIL Absent Yes or No
CLIFFORD RYLANDS -COUNCIL Absent Yes or No
PAMELA BUCKLEW -COUNCIL Pamela Bucklew Yes or No
DAVID MCCAULEY -COUNCIL David McCauley Yes or No
JACK REGER -COUNCIL Jack Reger Yes or No
ROBERT N SKINNER - MAYOR Robert N Skinner Yes or No
RANDALL SANDERS - RECORDER Randall Sanders Yes 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: 5
Pages: 1 of 2

City of Buckhannon
GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: Amberte Jenkins
Phone: 304-472-1651
Fax: 304-472-0934
Email: _____

70 E MAIN ST
STREET OR PO BOX
BUCKHANNON 26201
CITY ZIP CODE

Municipality
Government Type

REVENUES: (net each acct)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
305	Business and Occupation Tax	1,520,000	50,161		1,570,161
358	Civic Center / Coliseum	2,715	4,000		6,715
362	Charges to Other Entities	148,300	18,672		166,972
366	State Government Grants	49,520	50,300		99,820
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

123,133

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	256,950	11,350		268,300
410	City Council	42,225	1,250		43,475
413	Treasurer's Office	22,210	325		22,535
437	Planning & Zoning	57,628	350		57,978
705	City Jail	900	200		1,100
706	Fire Department	1,220,861		3,900	1,216,961
750	Streets and Highways	1,759,026	73,300		1,832,326
751	Street Lights	72,200	7,300		79,500
753	Snow Removal	20,000		10,000	10,000
906	Arts & Humanities	210,952	6,286		217,238

NET INCREASE/(DECREASE) Expenditures

123,133

APPROVED BY THE STATE AUDITOR

BY: _____
Deputy State Auditor, Local Government Services Division Date

AUTHORIZED SIGNATURE
OF ENTITY

APPROVAL
DATE

EXPENDITURES (CONT'D)		City of Buckhannon			
LGSD: BR	City of Buckhannon	CONTROL NUMBER:	45473	1	5
BUDGET REVISION REQUEST-SUPPLEMENT		FY	FUND		REV#
ACCOUNT	ACCOUNT	PREVIOUSLY			REVISED
NUMBER	CATEGORY	APPROVED AMOUNT	INCREASE	DECREASE	AMOUNT
907	Youth Program	632,325	18,672		650,997
910	Civic Center - Municipal Auditorium	90,845	4,000		94,845
976	Public Safety	350,218	14,000		364,218
	#N/A				
	#N/A				
	#N/A				
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	#N/A				
	#N/A				
NET INCREASE/(DECREASE) Expenditures (this page)					36,672

General Fund					
Budget Revision 5	6-Jun-24				
001-409-218-00	Mayor's office postage	11000	1350	12350	
001-409-341-00	Mayor's Supplies	51300	10000	61300	Credit card fees
001-410-103-00	Cat Control Salaries	1000	-1000	0	11350
001-410-223-00	Professional (legal)	15000	1250	16250	
001-410-460-00	Cat Control expense	2000	1000	3000	
001-413-224-00	Audit	8150	325	8475	1250
001-437-105-00	zoning health	5678	350	6028	325
001-440-216-00	City Hall Maintenance	9500	500	10000	350
001-440-341-00	City Hall Supplies	1000	1000	2000	
001-440-459-00	City Hall Capital	10800	-1500	9300	0
001-700-103-00	Police Salaries	957788	-6800	950988	
001-700-211-00	Police phone	12350	3800	16150	geo tabs and officer cell phones, office phones
001-700-226-00	Police Insurance (liab)	46300	3000	49300	
001-705-234-00	Regional Jail	900	200	1100	0
001-706-105-00	Fire Dep Grp Insurance	80000	5200	85200	200
001-706-103-00	Fire Dep Salaries	664000	-6600	657400	
001-706-211-00	Fire Phones	2500	1400	3900	
001-706-221-00	Fire Training	37500	-3900	33600	move to training facility 976-
001-750-343-00	Street Auto Supplies	50000	10000	60000	fuel
001-750-458-00	walk trail	0	2300	2300	
001-750-458-08	Gateway West Grant Expense	20000	48000	68000	grant funds received - ask jay
001-750-459-00	Street Dept Capital	139200	13000	152200	Enterprise lease adjustments & HVAC in shop went out
001-751-213-00	Street Lights	72200	7300	79500	73300
001-753-341-00	Snow Removal	20000	-10000	10000	7300
001-906-101-00	CAC Salaries	36240	500	36740	-10000
001-906-104-00	FICA	2775	36	2811	
001-906-106-00	CAC Retirement	3262	50	3312	
001-906-213-00	CAC Utilities	7000	300	7300	

001-906-223-00	CAC professional services	125	3900	4025	sound, light setup and training for events,RecDesk Software	
001-906-341-00	CAC Supplies	15000	2500	17500		
001-906-341-01	CAC Bookings	10000	-3000	7000		
001-906-459-00	Theatre Capital	86000	2000	88000		6286
001-907-101-00	SYC Salaries	160000	9500	169500		
001-907-105-00	SYC Health Ins	39500	-1000	38500		
001-907-104-00	SYC FICA	16950	722	17672		
001-907-211-00	SYC Telephones	3600	100	3700		
001-907-213-00	SYC Utilities	17000	3500	20500		
001-907-343-00	SYC Auto	3500	1550	5050		
001-907-361-00	SYC After School	9000	2800	11800		
001-907-363-00	Karate Class	2000	500	2500		
001-907-368-05	Grant expense	0	1000	1000	mini grant from Mtn heart	18672
001-910-101-00	Conference Center Salary	25000	-7500	17500		
001-910-105-00	Conf Event Health Ins	0	1000	1000		
001-910-213-00	Conf Center Utilities	15600	2500	18100		
001-910-341-00	Conf Center Supplies	5000	8000	13000	alcohol license&bonds; health permit	4000
001-976-213-00	Safety Complex Utilities	20000	4000	24000	Increase utl use	
001-976-459-01	Safety Complex Training Fac	60000	10000	70000	additional work training facility	14000
			123133			123133
001-358-000-00	Event Center Revenue	2715	4000		To compensate for 910 expenses	
001-362-000-02	Camp Buccaneer	23200	17672	40872	SYC Revenues to cover expenses in 907	
001-362-000-21	Donations SYC CapEquip	0	1000	1000	mini grant from Mtn Heart	
001-366-000-12	Gateway west Grant Rev	16000	48000	64000	To compensate for expenses in Exp 750-459-08	
001-366-000-02	River Walk Trail Grant Rev	0	2300	2300	To compensate for expenses in Exp 750-458-00	
001-305-000-00	B&O Tax	1400000	50161	1450161		
			123133			

C.3 Police Chief – Matthew Gregory – Mayor Skinner recognized BPD Chief Matthew Gregory, who provided the following report.

City Council Report

6/6/24

1. The 2024 Strawberry Festival was successful with no major incidents occurring. After conducting an After-Action Review of the Festival, there was much helpful feedback received. Moving forward, this information will help with the planning process for next year’s festival.
2. The police department continues to have a vacancy that was created in December 2023. After the most recent round of interviews, a conditional offer of employment was extended to one of the candidates, who initially accepted, but then later rejected the offer. That left four candidates remaining on the current list. The next candidate in line recently communicated to us that he no longer desired to remain on the list, which left three names on the current list of eligibles. At this point, we continue our background investigation as we work toward advancing the selection process.
3. We are gearing up for the 2024 Almost Heaven BBQ Bash as we finalize our plans for this event.

MISDEMEANOR ARRESTS - April 2024

	TOTAL
BATTERY	1
DRIVING REVOKED DUI	1
DUI	2
JOYRIDING	2
OBSTRUCTING POLICE OFFICER	2
PETIT LARCENY	1
POSSESSION OF CONTROLL, SUB.	3
RECEIVING / TRANSFERRING STOLEN PROP	1
SHOPLIFTING	5
UNLAWFUL CONSUMPTION	1
TOTAL MISDEMEANORS	19

FELONY ARRESTS - April 2024

	TOTAL
DUI 3RD OFFENSE	1
TOTAL FELONIES	1

POLICE ACTIVITIES

MONTHLY ACTIVITY REPORT
April 2024

MONTH: April
YEAR: 2024

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer:

15

By Officers:

0

TOTAL ISSUED:

15

Citations Issued:

3

Misdemeanor Arrests:

19

Felony Arrests:

1

Calls Answered:

350

Complaint Reports:

27

Accidents Investigated:

16

Community Policing Hours:

10

Patrol Mileage:

8,769

	301	302	303	304	305	306	307	308	309	310	311	312	TOTAL
Calls Answered	9	23		74	41	30		58		45	25	45	350
Community Policing	4	2						3			1		10
Road Patrol	1	53		65	70	123		79		42	70	101	604
Traffic Hours	3	5			4					43	20		75
Criminal Inv.	5	10		53	48	39		28	89	32	23	10	337
Court Hours		3			3							1	7
Report Writing	20	79		26	4	2		34		2	13	28	208
Other Hours	149	35		32	67	8		41	34	54	20	45	485
Miles													8,769
Accidents - Prop.	2			4	1			3		1		4	15
Injury								1					1
Fatality													
Parking Tickets													
Criminal Reports	1	4		1	2			5		3	5	6	27
Reports Cleared	0	1		0	2			5		3	2	5	18
Clearance Rate	0%	25%		0%	100%			100%		100%	40%	83%	67%

A Q&A with Chief Gregory took place.

C.4 City Attorney—Tom O’Neill: Mayor Skinner recognized City Attorney Tom O’Neill, who reported the following (He refers to Mr. O’Neill): Segra Telecom will be running fiber through the area, and he is working on some right-of-way with them. He is continuing his research on Ordinance Codification, meeting with Helen Echard (Municipal Judge) to review jailable offenses, and continuing his work with Rusty Webb on the Opioid litigation. The WVWC property swap is on hold, awaiting the surveyor's work.

D. Correspondence & Information: – The Mayor reviewed the following with the Council:
D.1 Canvass-Certification of Votes-Election May 14, 2024

CERTIFIED RETURNS OF PRIMARY ELECTION
May 14, 2024

The Board of Canvassers of the County of Upshur, State of West Virginia, having carefully and impartially examined the returns of the Primary Election held in said County, on the 14th day of May 2024, do hereby certify that in said County or District, at said election on the official ballot for the office of

MAYOR BUCKHANNON

ROBBIE SKINNER received
eight hundred and eight (808)

CITY COUNCIL MEMBER BUCKHANNON

ROBERT ZULIANI received
five hundred and thirty-three (533)

JACK REGER received
four hundred and seventy-five (475)

PAM BUCKLEW received
three hundred and eighty-six (386)

SCOTT RANDALL received
three hundred and fifty-seven (357)

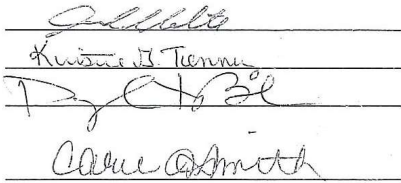
LAURA FOULKS received
one hundred and eighty-three (183)

JOHN ANTOLINI received
one hundred and seventy-nine (179)

JIM VALENSON received
one hundred and twenty-eight (128)

MIKE RUFFING received
one hundred and twenty-seven (127)

IN WITNESS WHEREOF, WE, THE SAID BOARD OF CANVASSERS
HAVE HEREUNTO SIGNED OUR NAMES THIS 23RD DAY OF MAY, 2024.



Clerk's Signature

D.2 Mayor’s Proclamation-National Nurses’ & National Hospital Week

Proclamation
National Nurses’ and National Hospital Week

- Whereas,** The City of Buckhannon is pleased to salute **WVU Medicine St. Joseph’s Hospital** as it celebrates **National Nurses’ Week and National Hospital Week**.
- Whereas,** **National Nurses’ Week** is May 6th to 12th and **National Hospital Week** is May 12th to 18th. The Theme of **National Nurses’ Week** is *“Nurses Make the Difference”* and the theme of **National Hospital Week** is *“We are Healthcare”* and will be celebrated across the country.
- Whereas,** **WVU Medicine St. Joseph’s Hospital** is staffed by professionals with caring hearts and giving spirits who are inspired by the love of Christ to provide our community with quality health care in ways which respect the God-given dignity of each person and the sacredness of human life.
- Whereas,** The hard-working staff of **WVU Medicine St. Joseph’s Hospital** deserves universal regard and appreciation for keeping our community healthy.

Be it known that on this 13th day of May, 2024, I, Robert Neal Skinner, III, Mayor of the City of Buckhannon do hereby declare May 12th to the 18th of 2024, to be **National Nurses’ Week and National Hospital Week in Buckhannon, West Virginia**, and urge residents to express their appreciation for **St. Joseph’s Hospital** and its staff who make trustworthy, quality healthcare possible in our community.

Robert Neal Skinner, III, Mayor
City of Buckhannon

D.3 Mayor's Proclamation-Webb Grubb Police Officer Recognition Day-Chief Chesley Mearns

MAYOR'S PROCLAMATION

WHEREAS, our Buckhannon and Upshur County community is proud to honor our police officers who protect and serve while placing their lives on the line with every shift they work; and,

WHEREAS, on May 17, 2017, the City of Buckhannon resolved to recognize and pay tribute to all police officers on each Wednesday of our annual West Virginia Strawberry Festival. We first honored **Wilbert H. "Webb" Grubb**, whom this day of recognition is named in 2017. In 2018, we followed by honoring Lieutenant Keith Rowan, Chief Fred Gaudet in 2019, Lieutenant Darrell Bennett in 2021, our former Upshur County Sheriff David Coffman in 2022, and former police officer Buddy Ray Zickefoose in 2023; and,

WHEREAS, today, May 15, 2024, our City celebrates the 7th annual **Webb Grubb Police Officer Recognition Day**, honoring **Chief Chesley Mearns**. We encourage all of **Chief Mearns'** family members and admirers, as well as those of Officer Grubb, and our actively and former serving police officers, to pay tribute and honor his sacrifice today during this ceremony; and,

WHEREAS, our City further shall add **Chief Chesley Mearns** to its "**Wall of Blue**" – in honor of and tribute to Officer Grubb, Lieutenant Rowan, Chief Gaudet, Lieutenant Bennett, Sheriff Coffman, Buddy Ray Zickefoose and future honorees during Webb Grubb Police Officer Recognition Days ahead.

NOW, THEREFORE, I, ROBERT NEAL SKINNER, III, MAYOR OF THE CITY OF BUCKHANNON, pursuant to the power and authority duly vested in me, do hereby proclaim today, Wednesday, May 15, 2024, to be "**WEBB GRUBB POLICE OFFICER RECOGNITION DAY**" throughout our City of Buckhannon. I further proclaim that our 2024 honoree shall be **Chief Chesley Mearns** who, in 1921, served our City for a total of 5 months, with six weeks as its Chief of Police. **Chief Mearns** made the ultimate sacrifice, losing his life in the line of duty on August 13, 1921. I hereby direct the installation of Chief Mearns' placard along Webb Grubb Lane at our Public Safety Complex to forever honor and recognize **Chief Chesley Mearns** together with the aforementioned police officers listed above, as well as all future honorees for their service, and for protecting our Buckhannon and Upshur County community.

I urge all residents and festival visitors alike to join the family of **Chief Chesley Mearns**, together with the family of **Officer Grubb, Chief Gregory**, our City of Buckhannon Police Officers, myself, members of our City Council, and entire community as we celebrate his service to the City of Buckhannon, today at our 7th annual "**Webb Grubb Police Officer Recognition Day**" ceremony.

Given under my hand and official seal of the City of Buckhannon, this 15th day of May 2024.

Robert Neal Skinner, III,
Mayor, City of Buckhannon

D.4 Mayor's Proclamation-Friendly Way Firefighter Recognition Day-Joeey Dale Slaughter

MAYOR'S PROCLAMATION

WHEREAS, the Council of the City of Buckhannon resolved in 2007, to honor the memory of our City's longtime Fire Chief, **Carl R. "Bud," "Ole Friendly" Bennett**, by naming & dedicating the newly established municipal street upon which our City's Public Safety Complex is located as - "**Friendly Way**"; and,

WHEREAS, the Council further resolved thereafter to annually honor other members of our City fire department family who have substantially contributed to the high quality of life enjoyed by our Buckhannon-Upshur residents, while embodying the essence of Buckhannon's "**friendly way**" as part of their public service to our community during an annual celebration to be known as "**Friendly Way Day**"; and,

WHEREAS, our past honorees were Bud Bennett in 2007, Harley Brown in 2008, Buddy Ray Zickefoose in 2009, Paul Mackey in 2010, Jack Ford in 2011, Larry Mackey in 2012, Jerry Wilfong in 2013, Wyatt Long in 2014, Dave Long in 2015, Kevin Goodwin in 2016, Charlie Shaffer in 2017, Paul Morrison in 2018, Joe Bennett in 2019, Steve Thacker in 2021, Steve Long in 2022, and Vaden Queen in 2023; and,

WHEREAS, our City is proud & privileged now to honor & celebrate the life & many contributions of the late "**JOEY DALE SLAUGHTER**," who served our Buckhannon Fire Department as a firefighter & department contributor in countless ways for 29 years (1957-1986) - on Friday, May 17, 2024 at 3:00 p.m. during a public ceremony to be held at our Public Safety Complex at "**One Friendly Way**" during our City's 17th, annual "**Friendly Way Day**."

NOW, THEREFORE, I, ROBERT NEAL SKINNER, III, MAYOR OF THE CITY OF BUCKHANNON, pursuant to the power & authority duly vested in me, do hereby proclaim Friday, May

17, 2024, to be “**FRIENDLY WAY DAY**” throughout our City of Buckhannon. I further proclaim that our City’s 2024 honoree shall be the late, **JOEY DALE SLAUGHTER**. Further pursuant to the approval of our City Council, I hereby direct the installation of a permanent placard upon both the “Red Wall” & the “Buddy Bench,” located along Friendly Way between our City’s Public Safety Complex and the Stockert Youth &Community Center to forever honor & recognize **JOEY DALE SLAUGHTER**.

I further urge all residents & Festival visitors alike to join our City in celebrating the life of the late **JOEY DALE SLAUGHTER** along with the other members of his Fire Department family & our City government family, & friends near & far at our 17th, annual “Friendly Way Day” public ceremony to be conducted at 3:00 p.m. on Friday, May 17, 2024 at Buckhannon’s Public Safety Complex. May every Firefighters’ Parade Day conducted during our annual Strawberry Festival now & always be known as “Friendly Way Day” in honor & memory of our late, beloved Fire Chief, **Carl R. “Bud,” “Ole Friendly” Bennett**, & further in tribute to & appreciation of the public service of substantial contributors to our City including our 2024 honoree, longtime firefighter, & **BFD** contributor who was greatly loved & respected by his firefighter family, the late **JOEY DALE SLAUGHTER**.

Given under my hand and official seal of The City of Buckhannon, this 17th day of May, 2024

Robert Neal Skinner, III
Mayor, City of Buckhannon

D.5 CGP Foods Inc. Buckhannon Shop N Save Express-Zoning Form to ABCA

Zoning Form

(Original copy must be submitted to the WVABCA Licensing Department)

Note: If an establishment’s location is not situated within a municipality, this office will need a letter from the County Commission stating that the establishment location is zoned properly. All applicants must complete the front portion of the form.

To: Municipal Clerk or Recorder

Under the requirements set forth in W.Va. Code § 11-16-8(a)(5), a person intending to apply for a license to operate a WVABCA licensed Class B establishment at any location within a municipality must file a notice of such intention with the Clerk or Recorder of such municipality at least ten (10) days prior to filing an application for such license with the WVABCA. Pursuant to this requirement, notice is herein given that the following intends to apply to the WVABCA for a license to operate a Class B licensed establishment issued pursuant to the provisions of § Chapter 11, Article 16 of the W.Va. State Code.

Entity Name:CGP FOODS, INC.

DBA (Doing Business As):Buckhannon Shop N Save Express

Address of Establishment:203 South Kanawha Street

(Street/Route)(City)(State)(Zip Code)

Applicant’s Name(s):PhillipsChrisEdward

(Last)(First)(Middle)

(Last)(First)(Middle)

(Last)(First)(Middle)

(Last)(First)(Middle)

(Last)(First)(Middle)

General Description of Premises:Retail Grocery Store

This Notice has been filed with the Clerk or Recorder of the City/Town ofBuckhannonon this30th day ofMay, 2024.

Applicant’s Signature(s):

Date:4/30/24

Date:

Date:

Date:

(Municipality to fill out reverse side of form)ABCA-Lic.Z.2

1. Is the proposed location for the Class B “Carry-Out” described consistent with the zoning ordinances of your Municipality as either a permitted use or a conditional use of such premises?

YesNo

2. If the answer to the first question was “No” does your Municipality provide within its zoning requirements suitable alternative locations for Class B “Carry-Outs”?

YesNo

3. Additional comments to the Alcohol Beverage Control Administration:

4. Is the proposed location situated in a “Dry County” or in a Town/Municipality designated as a “Dry” area.

YesNoUnsure

Assistant Recorder

Director of Finance & Admin

Approved By: Authorized Official Signature and Title

Buckhannon

City/Town

Date:5-3-2024

Return Original To: WVABCA

Licensing Division

900 Pennsylvania Avenue, 4th Floor

Charleston, WV 25302

D.6 Letter of Resignation Buckhannon Fire Department Lieutenant John Brugnoli

5/3/2024

City of Buckhannon
70 E Main St
Buckhannon, WV 26201

Dear Amberle Jenkins,

I am writing this to inform the City of Buckhannon of my resignation effective 5/18/2024. If there are any questions feel free to reach out to me at 304-520-2272 or jbrugnoli20@gmail.com.

Sincerely,
John Brugnoli

D.7 Notification of City Council Meeting Schedule June-July 2024
D.8 Letter of Support for Community Care of WV’s Construction of the Buckhannon Integrated Health & Education Center

May 17, 2024

Ms. Patricia Collet, Chief Executive Officer
Community Care of West Virginia
37 W. Main Street
Buckhannon, WV 26201

Ms. Collett,
Please accept this letter of support for Community Care of West Virginia’s construction of the Community Care of Buckhannon Integrated Health & Education Center.

With the development of the new healthcare facility, CCWV will establish an integrated healthcare model that incorporates both behavioral health and primary care in the same location. A drive-thru pharmacy, increased space for additional providers will allow for a higher level of access to healthcare services. The inclusion of space dedicated for healthcare workforce development will serve as a tremendous economic benefit to the region. This new facility will complement the healthcare services already established in the area and will not adversely impact other healthcare facilities providing similar services.

Community Care of West Virginia is a significant employer and healthcare provider for the residents of Buckhannon, Upshur County, and surrounding areas. With the development of the Community Care of Buckhannon Integrated Health & Education Center, CCWV will continue to impact the health of Buckhannon residents and benefit the City of Buckhannon.

Sincerely,
Robert N. Skinner, Mayor
City of Buckhannon

D.9 Report of Cat & Dog Activity-Upshur County Commission-April 2024

• Cats brought in by City Trapper	10
• Cats brought in by Animal Control Officer	1
• Cats brought in by County Residents	25
• Dogs brought by Animal Control Officer	22
• Dogs brought in by County Residents	4

D.10 Buckhannon Native Jayne Ann Phillips Awarded Pulitzer Prize

Buckhannon native Jayne Anne Phillips has won the Pulitzer Prize for Fiction for her book Night Watch. Phillips often sets her books in her home state of West Virginia and sees “Night Watch” as a third of a trilogy of novels about war, following the Vietnam-era narrative “Machine Dreams” and the Korean War story “Lark & Termite,” which draws in part on a Pulitzer Prize-winning Associated Press investigation into the No Gun Ri massacre.

She began “Night Watch” eight years ago, a time when the echoes of the Civil War era were becoming uncomfortably timely. This period in history, with its profound impact on the nation, served as a rich backdrop for her narrative.

“The Civil War still has such an enormous hold on this country,” said Jayne Anne Phillips. “I hope people can pick up a piece of fiction and put their politics aside and enter into feeling what it was like for people at that time.”

On April 11th, the Buckhannon native and internationally acclaimed writer visited Buckhannon for “An Evening with Jayne Anne Phillips” at the Buckhannon Opera House in Buckhannon. There, she spoke about her latest novel and signed copies for attendees.

She stated, “I’m so glad to be coming to Buckhannon. There’s just no substitute for having grown up in West Virginia.” Jayne Anne Phillips became an internationally acclaimed writer, published in 12 languages, and has previously won an Academy Award in Literature, among other prestigious awards and fellowships.

On receiving the Pulitzer Prize for Fiction, Buckhannon Mayor Robbie Skinner said, “Jayne Anne has made her hometown immensely proud. We extend our sincere congratulations and celebrate this monumental accomplishment with her.”



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Randy Sanders
City Recorder & Information Coordinator

D.11 CBS News Correspondent Weijia Jiang Reflects on Her Buckhannon Roots

BUCKHANNON, WV: Buckhannon native and CBS News Senior White House correspondent Weijia Jiang is spotlighted on CBS Mornings. Weijia was recently named to the A100 list, which honors the 100 most impactful Asian Pacific leaders in culture and society over the past year. She visited Buckhannon during the West Virginia Strawberry Festival and took time to reflect on her childhood and the influences of some very special residents. Watch the story here:

<https://www.cbsnews.com/video/weijia-jiangs-journey-from-a-small-town-to-cbs-news-senior-white-house-correspondent/>

D.12 FEMA Approval Hazard Mitigation Plan (HMP)

One Independence Mall
615 Chestnut Street, 6th floor
Philadelphia, PA 19106-4404



FEMA

May 8, 2024

The Honorable Robert Skinner
Mayor
City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201

Community: City of Buckhannon,
Upshur County,
West Virginia
RPDC: 7
Plan Adoption Date: 04/18/2024
Plan Approval Date: 04/02/2024
Plan Expiration Date: 04/01/2029

Dear Mayor Skinner:

I am pleased to tell you that FEMA has approved your Hazard Mitigation Plan (HMP). The plan meets the requirements of Title 44, Chapter 1, Section 201.6, of the Code of Federal Regulations ([44 CFR 201.6](#)). It addresses the required elements: planning process, risk assessment and hazard identification, mitigation strategy, maintenance and implementation, and adoption.

Your HMP also met the requirements to address all dam risks, based on the Fiscal Year 2024 Rehabilitation of High Hazard Potential Dams (HHPD) Notice of Funding Opportunity.

Participating communities are now eligible for FEMA non-emergency assistance and mitigation grants from the following programs:

- [Hazard Mitigation Grant Program \(HMGP\)](#)
- [Building Resilient Infrastructure and Communities \(BRIC\)](#)
- [Flood Mitigation Assistance \(FMA\)](#)
- [HHPD Grant Program](#)

Funding from these programs can be used for qualified mitigation planning and projects that reduce disaster losses and protect life and property from future disasters. Approved HMPs can also earn points under the [Community Rating System](#).

Within 5 years, your community must revise its plan and obtain approval to remain eligible for mitigation grant funding. You should review the plan annually to keep it relevant to the mitigation goals in your community. Please consider the enclosed recommendations to further strengthen your plan during its next update.

I commend you and the planning team for your hard work and continued commitment to building a safer, more resilient community. For questions about your plan or mitigation grant funding, please contact Gabriel Reed, State Hazard Mitigation Officer, at (304) 414-7673.

Sincerely,

Sarah Wolfe, Branch Chief
Floodplain Management and Insurance Branch
FEMA Region 3

Enclosure

cc: Gabriel Reed, State Hazard Mitigation Officer, WVEMD
Vivian Wood, Planner, WVEMD
Shane Whitehair, Executive Director, Region 7 Planning and Development Council
Peggy Ball, Administrative Assistant, Region 7 Planning and Development Council

E. Consent Agenda - Mayor Skinner presented an overview of the following agenda items to the Council and asked for action, noting that we needed to break it up due to a conflict with E.2.

E.1 Approval of Minutes-Regular meeting 04/18/24

E.2 Approval of Building and Wiring Permits



Permit Fee Report #76195-#76226

05/02/2024 - 06/05/2024

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
76220	BRENT HYRE	7 FRANKLIN PLACE	MR. COOL IT	INSTALLING UTILITY POLE AND INSTALLING ELECTRICAL SUPPLY	1,000.00	100.00	A Commercial Property			No	N/A	No	
76218	STAN REXROAD	15 W MAIN ST	LET THERE BE LIGHT, LLC	ELECTRICAL UPGRADE TO 200 AMP	1,000.00	100.00	A Commer	No		Yes	N/A	No	No

							cial Property						
76210	KIDDIE GARDEN DAY CARE- BRITTANY HENDERS ON	11 CLEVELAND AVE	TWISTED WIRE	NEW CONSTRUCTION- STICK BUILD 14'X48' W/BLOCK FOUNDATION, 1 STORY, 6FT FENCE ENCLOSURE FOR PLAYGROUND REAR YD- FRONT PARKING AREA PAVED, ADA RAMP	95,000.00	100.00	A Commercial Property	No	5/17/2024	No	Zone AE	Yes -If yes attach report	No
76208	Little General Store & LG Lounge	9 Old Weston Rd	Skyway Outdoor Inc	High Rise Pylon Signage	9,400.00	100.00	A Commercial Property		5/15/2024	No	N/A	No	
76198	JODY LIGHT	107 WOOD ST	TWISTED WIRE	UPGRADE ELECTRICAL RECONNECT SERVICE	1,000.00	100.00	A Commercial Property	No		No	Zone AE	Yes- Elevation Cert. Not Required	No
76195	TOP LINE PROPERTIES	116 S FLORIDA		INSTALL DUCTLESS MINI SPLIT- HVAC SYSTEM	2,000.00	100.00		No		No	N/A	No	No
					109,400.00	600.00							

Group Total: 6

Group: Commercial-Industrial (nonresidential)

76226	DARLENE CROSS-C&G AUTO REPAIR	184 S KANAWHA	MOORE CONSTRUCTION	REROOF- REMOVE SHINGLES REPLACE WITH METAL	11,400.00	96.90		Yes -If yes attach report		No	N/A	No	No
76222	BUCKHAN NON HOUSING AUTHORITY	UNIT 1&3 HINKLE DR	JD BUILDERS JOSHUA DEAN	REMOVED SHINGLES AND REPLACING WITH METAL ROOFING	7,020.00	66.69		No		No	N/A	No	
76221	BKN HOUSING AUTHORITY	UNIT 14-16 UNIT 21-23 HINKLE DRIVE	JD BUILDERS JOSHUA DEAN	METAL ROOF OVER SHINGLES	12,600.00	107.10				No	N/A	No	
76220	BRENT HYRE	7 FRANKLIN PLACE	MR. COOL IT	INSTALLING UTILITY POLE AND INSTALLING ELECTRICAL SUPPLY	1,000.00	15.00	A Commercial Property			No	N/A	No	
76216	TOP LINE PROPERTIES- TIM CRITCHFIELD	112 S FLORIDA ST	REGER COMPANIES, LLC	REPLACING EXISTING RETAINING WALL (SAME SIZE). INSTALL FRENCH DRAIN DISCHARGE INTO ALLEYWAY	13,000.00	110.50		No	5/22/2024	No	N/A	No	No
76212	A&O Railroad	54 N Kanawha Street		Roof Overlay Metal over Shingle	15,000.00	127.50				Yes	Zone AE	Yes- Elevation Cert. Not Required	
76210	KIDDIE GARDEN DAY CARE- BRITTANY HENDERS ON	11 CLEVELAND AVE	TWISTED WIRE	NEW CONSTRUCTION- STICK BUILD 14'X48' W/BLOCK FOUNDATION, 1 STORY, 6FT FENCE ENCLOSURE FOR PLAYGROUND REAR YD-	95,000.00	617.50	A Commercial Property	No	5/17/2024	No	Zone AE	Yes -If yes attach report	No

				FRONT PARKING AREA PAVED, ADA RAMP									
76208	Little General Store & LG Lounge	9 Old Weston Rd	Skyway Outdoor Inc	High Rise Pylon Signage	9,400.00	89.30	A Commercial Property		5/15/2024	No	N/A	No	
76207	TIM CRITCHFIELD	1 COOPER ST	REGER COMPAINIES	REPLACING SHINGLES WITH SHINGLES	2,420.25	22.99		Yes -If yes attach report		No	Zone AE	No	No
76204	TOP LINE PROPERTY	112 E MAIN ST	REGER COMPAINIES	REPLACE DECK BOARDS AND RAILINGS OF EXISTING DECK NOT CHANGING SIZE	6,334.90	60.18		No		No	N/A	No	No
76202	UCC Community Recovery Center	83 W Main St	TRI COUNTY CONSTRUCTION	Change of Use- 1st floor remodel, classrooms & offices, stabilization foundation to level floor, Demo interior Chimney not disturbing roof	15,000.00	127.50		Yes -If yes attach report	5/8/2024	Yes	N/A	No	
76197	TIM CRITCHFIELD	80 S FLORIDA ST	REGER COMPANIES, LLC	REPLACE SHINGLES WITH NEW SHINGLES	9,920.00	94.24		No		Yes	N/A	No	No
76195	TOP LINE PROPERTIES	116 S FLORIDA		INSTALL DUCTLESS MINI SPLIT-HVAC SYSTEM	2,000.00	19.00		No		No	N/A	No	No
					200,095.15	1,554.40							

Group Total: 13

Group: Residential (non-commercial)

76225	KEVIN SNYDER	7 GUM ST	HOWARD CUTRIGHT	REPLACING SIDING WITH SIDING AND INSTALLING NEW FRONT DOOR	15,000.00	165.00		No		No	N/A	No	No
76223	Natala Auvil	15 Monongalia St	Meredith Remodeling Inc. DBA MHI Roofing WV	Re-Roof Shingles	17,131.39	188.45		Yes -If yes attach report		No	N/A	No	
76224	Joshua Andrews	17 Sedgewick St	A-1 GENERAL CONTRACTING	Gutters, Facia	7,514.23	82.66				Yes	N/A	No	
76219	ROSEMARY QUEEN	184 RANDOLPH ST	MILLERS SEAMLESS GUTTERS AND FLOOR COATING LLC	REPLACE GUTTER WITH DOWN SPOUT AND REPLACE GARAGE DOOR	2,900.00	31.90		No		No	N/A	No	No
76215	Crystal L Cook	129 Railroad Ave		4' Fence & Extend Front Porch w/Roof on existing concrete pad	2,500.00	27.50			5/22/2024	No	Zone AE	Yes -If yes attach report	
76217	BRYAN GREENE	76 W LINCOLN ST	REGER COMPAINIES	REROOF-REPLACE SHINGLES WITH SHINGLES	13,999.00	153.99		No		No	N/A	No	No
76211	IVA MILLER	10 E LINCOLN ST	BENNETTS SERVICE DBA	OVERLAY OVER EXISTING ROOF. NOT REMOVING ANY MATERIALS	8,300.00	91.30		No		Yes	Zone AE	No	No

76214	JODY TRACY	130 RANDOLPH ST	BURKHOLDER ENTERPRISE	METAL OVER SHINGLES	6,824.00	75.06		No		No	N/A	No	No
76213	Rick Wentz	49 Smithfield St		10'x60' concrete pad	3,000.00	33.00			5/8/2024	Yes	N/A	No	
76209	PEGGY BUCKLIN	147 FAYETTE ST		6FT VINYL FENCE AROUND POOL- REAR YARD	1,000.00	11.00		No	5/13/2024	No	N/A	No	No
76205	STEVE ATKINS	16 REGER AVE	CW REMODELING & MAINTENCE LC	WOOD COM DECK TREX IN REAR OF HOUSE. 10'X16'	11,450.00	125.95		No	5/9/2024	No		No	No
76206	MATOULA HARTLEY	13 GREEN ST		REPLACING SECURITY DOOR AND ADDING STORM DOOR	274.00	10.00		No		No	Zone AE	No	No
76203	Robert Cole	2 Chestnut St	BY TOR CONTRACTING	Replace Front Door	3,164.05	34.80				No	N/A	No	
76199	AMANDA BROWN	60 BOGGESS ST	SUPERIOR ENVIRONMENTAL/AS BESTOS	REROOF- REPLACE SHINGLES WITH SHINGLES	1,600.00	17.60		Yes -If yes attach report		No	N/A	No	No
76200	Joyce Simons	153 Fayette St		6'x6' Back Porch, Ramp to storage bldg & handrail on front porch	550.00	10.00			5/6/2024	No	N/A	No	
76201	George Carver	19 Elizabeth St	ULTIMATE ROOFING WV LLC	Re-Roof Shingles	12,725.00	139.98		Yes -If yes attach report		Yes			
76196	FRED LANGBEIN	7 CLEVELAND AVE		INSTALLING A WOOD FENCE FOR POOL. 6FT ENCLOSURE	1,500.00	16.50		No	5/3/2024	No	Zone AE	Yes- Elevation Cert. Not Required	No
					109,431.67	1,214.69							

Group Total: 17

Group: Zoning Application Fee

76215	Crystal L Cook	129 Railroad Ave		4' Fence & Extend Front Porch w/Roof on existing concrete pad	2,500.00	20.00			5/22/2024	No	Zone AE	Yes -If yes attach report	
76216	TOP LINE PROPERTIES- TIM CRITCHFIELD	112 S FLORIDA ST	REGER COMPANIES, LLC	REPLACING EXISTING RETAINING WALL (SAME SIZE). INSTALL FRENCH DRAIN DISCHARGE INTO ALLEYWAY	13,000.00	20.00		No	5/22/2024	No	N/A	No	No
76213	Rick Wentz	49 Smithfield St		10'x60' concrete pad	3,000.00	20.00			5/8/2024	Yes	N/A	No	
76210	KIDDIE GARDEN DAY CARE- BRITTANY HENDERS ON	11 CLEVELAND AVE	TWISTED WIRE	NEW CONSTRUCTION- STICK BUILD 14'X48' W/BLOCK FOUNDATION, 1 STORY, 6FT FENCE ENCLOSURE FOR PLAYGROUND REAR YD- FRONT PARKING AREA PAVED, ADA RAMP	95,000.00	20.00	A Commercial Property	No	5/17/2024	No	Zone AE	Yes -If yes attach report	No
76209	PEGGY BUCKLIN	147 FAYETTE ST		6FT VINYL FENCE AROUND	1,000.00	20.00		No	5/13/2024	No	N/A	No	No

				POOL- REAR YARD									
76208	Little General Store & LG Lounge	9 Old Weston Rd	Skyway Outdoor Inc	High Rise Pylon Signage	9,400.00	20.00	A Commer cial Property		5/15/2024	No	N/A	No	
76202	UCC Community Recovery Center	83 W Main St	TRI COUNTY CONSTRUCTION	Change of Use- 1st floor remodel, classrooms & offices, stabilization foundation to level floor, Demo interior Chimney not disturbing roof	15,000.00	20.00		Yes -If yes attach report	5/8/2024	Yes	N/A	No	
76196	FRED LANGBEIN	7 CLEVELAND AVE		INSTALLING A WOOD FENCE FOR POOL. 6FT ENCLOSURE	1,500.00	20.00		No	5/3/2024	No	Zone AE	Yes- Elevation Cert. Not Required	No
					140,400.00	160.00							
Group Total: 8													
					559,326.82	3,529.09							

Total Records: 44

6/5/2024

E.3 Approval of Payment of the Bills

MAY 2024 GENERAL FUND PAYMENT OF BILLS

- \$15,000.00– WV STRAWBERRY FESTIVAL – 2024 SPONSORSHIP
- \$10,000.00 – ALMOST HEAVEN BBQ BASH – 2024 SPONSORSHIP
- \$2,330.45 – HERITAGE FIRE EQUIPMENT – NOZZLE, SHUTOFF & REDUCER
- \$100,000.00 – CONSOLIDATE PUBLIC WORKS BOARD – CONTRIBUTION FOR CITY PARK IMPROVEMENTS
- \$8,160.00 – BENJAMIN LEE ARISMAN – 4 WEEKS OF MOWING CITY LOTS

06-03-2024 05:42 PM		DISBURSEMENTS 05-01-24 to 05-31-24			PAGE: 1	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
MAYOR'S OFFICE	RALSTON PRESS INC	409-341-00	MAYOR'S SUPPLIES & M	RANDY SANDER BUSINESS CAR	37.85	
	RECORD-DELTA NEWSPAPER	409-341-00	MAYOR'S SUPPLIES & M	BUDGET CLASS II LEGAL	921.96	
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF MAY 2024 HEALTH INS	1,607.96	
	WV STRAWBERRY FESTIVAL ASSOC	409-341-05	EVENT/FIREWORK EXPEN	2024 WV STRAWBERRY FESTIVA	15,000.00	
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	67.99	
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	70.71	
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	18.01	
	BUCKHANNON POSTMASTER	409-218-00	MAYOR'S POSTAGE	PERMIT #10 POSTAGE	750.00	
	ALMOST HEAVEN BBQ BASH, INC.	409-341-05	EVENT/FIREWORK EXPEN	2024 ALMOST HEAVEN BBQ BAS	10,000.00	
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	PAYROLL ACCOUNT (ALL DEPTS)	214.76	

6-03-2024 05:42 PM		DISBURSEMENTS 05-01-24 to 05-31-24			PAGE: 2
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	APRIL CC FEES 2004	2,125.92
	GENERAL FUND	409-341-00	MAYOR'S SUPPLIES & M	WASTE JUN FUEL BILLING	108.75
	THE SIGN GUY LLC	409-341-00	MAYOR'S SUPPLIES & M	WVSF MAYOR CLING ON CAR	30.00
	EVENTBRIGHT	409-341-00	MAYOR'S SUPPLIES & M	PCRD-WVFMA REGISTRATION FE	200.00
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	93.91
		409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	48.00
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	21.96
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	11.23
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-FILE FOLDERS	19.82
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-FINGERTIP MOISTENER	12.00
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-PDF EDITOR AMBY'S COM	24.99
	PAYFLEX - INSPIRA	409-105-00	MAYOR'S INSURANCE	GF MAY 2024 HSA FEES	6.50
	AT&T MOBILITY	409-211-00	MAYOR'S TELEPHONE	PCRD-APR CELL PHN & GEOTAB	51.21
	COLLECTION ACCOUNT 2	409-341-00	MAYOR'S SUPPLIES & M	RECDESK APR 2024 CC FEES	229.38
	HDL COMPANIES NC	409-341-00	MAYOR'S SUPPLIES & M	APRIL 2024 BUSINESS LICENS	52.50
	AUTHORIZE.NET	409-341-00	MAYOR'S SUPPLIES & M	PCRD-APR RECDESK CC FEES	14.85
	FRONTIER	409-211-00	MAYOR'S TELEPHONE	472-1651-101515-4 CITY HAL	48.37
		409-211-00	MAYOR'S TELEPHONE	304-003-2273-060600-4	24.18
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	2,311.90
				TOTAL:	34,124.71
COUNCIL	WV PUBLIC EMPLOYEES RETIREME	410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	18.00
	THOMAS J O'NEILL	410-223-00	PROFESSIONAL (LEGAL)	MAY 2024 CONTRACT ATTORNEY	1,250.00
	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
	JOHN M SLAUGHTER II	410-460-00	CAT CONTROL EXPENSE	APRIL CATS TRAPPED	160.00
	TRAVELERS INSURANCE	410-226-00	COUNCIL INSURANCE (P	TRAVELERS INSURANCE	2,402.62
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	1,000.00
			TOTAL:	4,907.12	
RECORDER	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	17.29
	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			5/01/2024 - 5/31/2024	500.00
			TOTAL:	555.54	
TREASURER	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF MAY 2024 HEALTH INS	1.98
	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	28.19
		413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	28.19
	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 MAY 2024 HSA FEES	3.25
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	626.36
				TOTAL:	735.89
COURT	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
06-03-2024 05:42 PM		DISBURSEMENTS 05-01-24 to 05-31-24			PAGE: 3
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	625.00
				TOTAL:	672.81
CITY ENGINEER	WV PUBLIC EMPLOYEES RETIREME	420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	74.10
		420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	74.10
	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			5/01/2024 - 5/31/2024	1,646.60
				TOTAL:	1,921.92
ZONING	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF MAY 2024 HEALTH INS	390.98
	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	MILEAGE MAR-APR MILEAGEV-S	310.88
	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	135.00
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	135.00
	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
	AMAZON.COM	437-341-00	ZONING SUPPLIES	PCRD-CALCULATOR	9.99
	PAYFLEX - INSPIRA	437-105-00	ZONING HEALTH INS	GF MAY 2024 HSA FEES	3.25
	STATE FIRE MARSHALL	437-341-00	ZONING SUPPLIES	VINCENT SMITH LICENSE RENE	150.00
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	3,000.00
				TOTAL:	4,364.60
DATA PROCESSING	LEAF	439-230-00	DATA PROCESSING	CITY HALL MAY 2024 COPIER	311.00
	LYNX WV INC	439-230-00	DATA PROCESSING	MAY 2024 IT SERIVES	425.00
	OPTIMUM B2B, DEPT. 1264	439-230-00	DATA PROCESSING	AUG 2023 CITY HALL INTERNE	214.63
	GARRETT K SUMMERS	439-230-00	DATA PROCESSING	BITDEFENDER ENDPOINT SECUR	2.90
		439-230-00	DATA PROCESSING	BITDEFENDER ENDPOINT SECUR	0.14
		439-230-00	DATA PROCESSING	BITDEFENDER ENDPOINT SECUR	2.75
		439-230-00	DATA PROCESSING	TECHNICAL SUPPORT	62.50
			TOTAL:	1,018.92	
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110 088 782 062 70 E MAIN	1,169.74
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF MAY 2024 HEALTH INS	1.98
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	76.06
	LOWES BUSINESS ACCOUNTS/SYNC	440-216-00	CITY HALL MAINTENANC	FLUSH VALVE & SINK FAUCET	41.86
		440-216-00	CITY HALL MAINTENANC	SUPPLY LINES FOR SIN	14.22
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	123.63
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	135.51
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	PAPER TOWELS, BATH TISSUE	164.39
		440-341-00	CITY HALL SUPPLIES	CLEANING SUPPLIES	14.75
		440-341-00	CITY HALL SUPPLIES	LIGHTS FOR CITY HALL	55.88
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	84.25
		440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	92.44
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	19.70
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	21.62
	PAYFLEX - INSPIRA	440-105-00	CITY HALL JANITOR IN	GF MAY 2024 HSA FEES	3.25
	WV NEWS	440-341-00	CITY HALL SUPPLIES	CLEANING SUPPLIES	235.25
	SUE ROBY	440-341-00	CITY HALL SUPPLIES	REIMB FOR CH SUPPLIES	95.69

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	2,879.26
				TOTAL:	5,229.48
POLICE	DARIN HISSAM	700-214-00	POLICE DEPT. TRAVEL	MEAL REIMB TRNNG DARIN HIS	16.14
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF MAY 2024 HEALTH INS	7,238.78
	HOLIDAY INN	700-221-00	POLICE DEPT. TRAININ	PCRD-LODGING AT TRAINING W	580.50
		700-221-00	POLICE DEPT. TRAININ	PCRD-LODGING AT TRAINING A	580.50
	GALLS LLC	700-345-00	POLICE DEPT. UNIFORM	POLO SHIRTS	75.44
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	CAR WASH	7.75
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	2,314.80
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,642.46
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	APRIL 2024 COURT FEES	30.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	APR24 POLICE DEPT COPIER L	154.24
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,665.26
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,069.41
	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	758.94
		700-459-00	POLICE DEPT. NEW EQU	22SFZ4 2018 INTERCEPTOR PY	555.68
		700-459-00	POLICE DEPT. NEW EQU	22SFZ7 2018 INTERCEPTOR PY	555.68
		700-459-00	POLICE DEPT. NEW EQU	22SCZ2 2018 INTERCEPTOR PY	572.43
		700-343-00	POLICE DEPT. AUTO SU	23H64C MAINT OLDER CRUISER	6.00
		700-343-00	POLICE DEPT. AUTO SU	23H64V MAINT OLDER CRUISER	1,369.57
		700-459-00	POLICE DEPT. NEW EQU	23KNZ9 2020 POLICE INTERCE	706.76
		700-459-00	POLICE DEPT. NEW EQU	23KNZN 2020 POLICE INTERCE	720.54
		700-459-00	POLICE DEPT. NEW EQU	23KNZS 2020 POLICE INTERCE	803.87
	THE SIGN GUY LLC	700-341-00	POLICE DEPT. MAT & S	ROUTED BADGE SIGN	70.00
	BUCKHANNON VOLUNTEER FIRE DE	700-221-00	POLICE DEPT. TRAININ	CPR TRAINING 3 HEART CARDS	75.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,796.15
		700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,898.37
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	653.92
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	443.97
	AMAZON.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-TRAFFIC CONES	103.59
	10-42 TACTICAL LLC	700-345-00	POLICE DEPT. UNIFORM	UNIFORM PANTS	336.94
	PAYFLEX - INSPIRA	700-105-00	POLICE DEPT. GROUP I	GF MAY 2024 HSA FEES	29.25
	MSVS OF BUCKHANNON, PLLC	700-341-00	POLICE DEPT. MAT & S	MEDICATION-K9 ERROS	24.22
		700-341-00	POLICE DEPT. MAT & S	LYME VACCINATION K9	27.50
	CHEWY.COM	700-341-00	POLICE DEPT. MAT & S	PCRD-DOG FOOD FOR K9 UNIT	188.97
	AT&T MOBILITY	700-211-00	POLICE DEPT. TELEPHO	PCRD-APR CELL PHN & GEOTAB	1,250.17
	WILLIAM COURTNEY	700-214-00	POLICE DEPT. TRAVEL	MEAL REIMB @ TRAINING CLAS	71.41
	INDUSTRIAL/ORGANIZATIONAL SO	700-341-00	POLICE DEPT. MAT & S	POLICE TEST	73.00
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	LEGAL SIZE FOLDERS	35.09
		700-341-00	POLICE DEPT. MAT & S	LEGAL SIZE FOLDERS	88.80
	WV NEWS	700-341-00	POLICE DEPT. MAT & S	LEGAL AD POLICE SERVICE	525.53
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	133.42
	FLYERS ENERGY LLC	700-343-00	POLICE DEPT. AUTO SU	POLICE APRIL 2024 FUEL BIL	2,372.09
	WVWC	700-221-00	POLICE DEPT. TRAININ	PCRD-RESTORATIVE JUSTICE S	200.00
	HOLD THE LINE K-9 CONFERENCE	700-221-00	POLICE DEPT. TRAININ	PCRD-K-9 CONFERENCE COURTN	340.00
	SHERATON CONVENTION CENTER H	700-221-00	POLICE DEPT. TRAININ	PCRD-LODGING AT K-9 TRAINI	902.26
	SBG LEO TACTICAL TRAINING	700-221-00	POLICE DEPT. TRAININ	BASIC SRT	1,300.00
	DYLAN MAJOR	700-214-00	POLICE DEPT. TRAVEL	REIMB MEALS TRAININDYLAN M	72.39
	TRAVELERS INSURANCE	700-226-00	POLICE DEPT. INSURAN	TRAVELERS INSURANCE	14,816.19

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	76,142.08
				TOTAL:	129,431.94
REGIONAL JAIL	STATE TREASURER CVR LET RJ	705-234-00	REGIONAL FEES	APRIL 2024 COURT FEES	40.00
				TOTAL:	40.00
FIRE	RALSTON PRESS INC	706-341-01	VOLUNTEER FIREFIGHTE	BUSINESS CARDS	44.11
	JP MORGAN EQUIPMENT FINANCE	706-459-00	FIRE DEPT. CAPITAL O	JUNE 2024 FIRE TRK PYMT	3,678.20
	LOUDIN INSURANCE AGENCY INC	706-226-00	FIRE DEPT. INSURANCE	VFIS 2024 3RD QTR INVOICE	7,087.00
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF MAY 2024 HEALTH INS	5,603.80
	NAPA-AMTOWER AUTO SUPPLY	706-341-01	VOLUNTEER FIREFIGHTE	STRUT ASSEMBLY	338.40
	PARR PUBLIC SAFETY EQUIPMENT	706-343-00	FIRE DEPT. AUTO SUPP	PLUGS AND BRACKETS	121.06
		706-343-00	FIRE DEPT. AUTO SUPP	PLUGS AND BRACKETS	229.20
	LOWES BUSINESS ACCOUNTS/SYNC	706-341-00	FIRE DEPT. MATERIAL	NIAGARA PURIFIED WATER	340.81
		706-216-00	FIRE DEPT. MAINTENAN	RED PAINT FOR SIREN	46.06
	CENTRAL SUPPLY CO	706-216-00	FIRE DEPT. MAINTENAN	#5 REBER FOR PAD AT GARAG	369.20
	SEALCOAT CONCEPTS LLC	706-216-00	FIRE DEPT. MAINTENAN	CURBS AND PARKING LO	975.00
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	832.61
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	707.80
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,527.29
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,243.92
	SNOWSHOE RESORT MANAGEMENT I	706-214-00	FIRE DEPT. TRAVEL EX	PCRD-LODGING AT CIT TRAINI	249.50
	ENTERPRISE FM TRUST	706-459-00	FIRE DEPT. CAPITAL O	268ST6 2023 RAM 2500	735.58
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK MAY 2024 P	4,790.11
	HERITAGE FIRE EQUIPMENT LLC	706-341-00	FIRE DEPT. MATERIAL	SHUTOFF, NOZZLE, REDUCER	2,330.45
	CASEYEARL'S	706-345-00	FIRE DEPT. UNIFORMS	PCRD-WORK TEE MARIA POTTER	33.00
	ST JOSEPH HOSPITAL OF BUCKHA	706-341-00	FIRE DEPT. MATERIAL	LAB TEST FRANKLIN BAXA	67.00
		706-341-00	FIRE DEPT. MATERIAL	GLUTUSE, ATROPINE, ALBUT	21.25
	WALMART STORES INC -BUCKHANN	706-341-00	FIRE DEPT. MATERIAL	PCRD-PAPER CLIPS GEL PENS	56.53
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	465.12
		706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,686.75
		706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,413.48
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	108.78
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	394.49
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	330.58
	AMAZON.COM	706-216-00	FIRE DEPT. MAINTENAN	PCRD-NO PARKING FIRE LANE	49.98
		706-341-00	FIRE DEPT. MATERIAL	PCRD-TACTICAL BELT FIREFIG	39.99
		706-341-00	FIRE DEPT. MATERIAL	PCRD-CELLET CUP IPAD HOLDE	36.48
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-BOOTS LIN BAXA	89.99
	PAYFLEX - INSPIRA	706-105-00	FIRE DEPT. GROUP INS	GF MAY 2024 HSA FEES	32.50
	CENTER FOR PUBLIC SAFETY EXC	706-341-00	FIRE DEPT. MATERIAL	PCRD-REGISTERED AGENCY REN	630.00
	WATERWAYS OF SOUTHWEST PA, L	706-216-00	FIRE DEPT. MAINTENAN	GROUND LADDER TEST	860.00
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	PCRD-APR GEOTAB BILL	190.28
	BADGE & WALLET	706-341-00	FIRE DEPT. MATERIAL	PCRD-BADGES	241.05
	MOUNTAIN STATE EDUCATIONAL S	706-221-00	FIRE DEPT. TRAINING	NIMS 300 COURSE	45.00
	WV NEWS	706-341-00	FIRE DEPT. MATERIAL	CLASS II LEGAL ADV FIRE	566.39
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	98.56
	FLYERS ENERGY LLC	706-343-00	FIRE DEPT. AUTO SUPP	FIRE APRIL 2024 FUEL BILL	942.36
	IOS RECRUITMENT	706-341-00	FIRE DEPT. MATERIAL	FIRE FIGHTER TEST	125.00
	TRAVELERS INSURANCE	706-226-00	FIRE DEPT. INSURANCE	TRAVELERS INSURANCE	5,326.05

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	57,219.80
				TOTAL:	102,384.51
DOG WARDEN - CONTRACTE	SHERIFF OF UPSHUR COUNTY	707-230-00	DOG WARDEN CONTRACTE	2023-24 DOG TAXES	1,100.00
				TOTAL:	1,100.00
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	MAY 2024 STREET DEPT	130.17
	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	14.57
		750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	694.35
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	789.98
	MONT LEVINE INC.	750-341-00	STREET DEPT. MAT & S	6"X6" TUBE FOR LIGHT POLE	1,053.60
	A F WENDLING INC	750-341-00	STREET DEPT. MAT & S	BOTTLED WATER	233.52
	LEAF	750-341-00	STREET DEPT. MAT & S	COPIER LEASE PAYMENT	49.50
	WV PAGING	750-341-00	STREET DEPT. MAT & S	2- PAGER SERVICE FEES	23.00
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF MAY 2024 HEALTH INS	5,581.84
	J F ALLEN CO	750-461-00	STREET PAVING	BLACKTOP FOR PATCHING ST	829.84
		750-461-00	STREET PAVING	BLACKTOP FOR PATCHING ST	1,801.36
	QUALITY HYDRAULICS INC	750-343-00	STREET DEPT. AUTO SU	CYLINDER REPAIR FOR S-1	910.00
		750-343-00	STREET DEPT. AUTO SU	CYLINDER REPAIR FOR S-1	910.00
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	TOOTH AND PINS	57.72
		750-343-00	STREET DEPT. AUTO SU	OIL & AIR FILTER	98.30
		750-343-00	STREET DEPT. AUTO SU	LIGHTS AND BLISTER PACK	23.53
		750-343-00	STREET DEPT. AUTO SU	OIL FILTER WITH RETURN	26.62
		750-343-00	STREET DEPT. AUTO SU	PAINT FOR S-10	88.69
		750-343-00	STREET DEPT. AUTO SU	HARDNER & CLEARCOAT S-10	333.67
	CONSOLIDATED PUBLIC WORKS BD	750-215-00	CONTRIBUTION TO CPWB	GF CONTRIB CITY PRK IMPROV	100,000.00
	LOWES BUSINESS ACCOUNTS/SYNC	750-341-00	STREET DEPT. MAT & S	STRING TRIMMER & STRING	190.93
		750-341-00	STREET DEPT. MAT & S	SUPPLIES FOR BLESSING BOX	322.77
		750-458-05	STREET DEPT PROJECTS	PAINT FOR STAIRS ON S FLO	53.62
		750-341-00	STREET DEPT. MAT & S	CLEANING SUPPLIES FOR SHO	293.69
		750-458-05	STREET DEPT PROJECTS	BOARDS FOR FORMING	21.40
		750-343-00	STREET DEPT. AUTO SU	FIBERGLASS RESIN FOR S-10	103.00
		750-341-00	STREET DEPT. MAT & S	FINISH NAILS & TRIM	28.44
	STATE EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	PIN & SNAP RING FOR S-1	158.69
		750-343-00	STREET DEPT. AUTO SU	OIL & BLADES FOR KABOTA	136.41
		750-343-00	STREET DEPT. AUTO SU	SAW FILE & GAS CAN	39.99
	ATCO INTERNATIONAL	750-341-00	STREET DEPT. MAT & S	ASSAULT BEE SPRAY	317.60
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	MAY 2024 CONCRETE TRK PYMT	2,676.44
	SEALCOAT CONCEPTS LLC	750-341-00	STREET DEPT. MAT & S	PAINT HANDI CAPS AND CURB	775.00
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,628.27
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,172.82
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	691.12
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	460.44
	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	114.30
		750-459-00	STREET DEPT. CAPITAL	23F226 2020 RAM 2500	690.58
		750-459-00	STREET DEPT. CAPITAL	23P47T 2020 RAM 2500	684.15
	CITIZENS BANK OF WV	750-459-00	STREET DEPT. CAPITAL	POLICE RADIO PYM MAY 2024	2,802.39
		750-459-00	STREET DEPT. CAPITAL	STREET DEPT EXCAVATOR PYM	2,736.13
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	MAY 2024 STREET PEST CONTR	33.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,597.11
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,124.45
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	373.54
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	262.99

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AMAZON.COM	750-343-00	STREET DEPT. AUTO SU	PCRD-SPEEDOMETER FOR S10	67.86
		750-341-00	STREET DEPT. MAT & S	PCRD-FEVONE GARDEN HOSE SA	65.82
		750-341-00	STREET DEPT. MAT & S	PCRD-FOOD GRADE WATER HOSE	545.62
		750-458-05	STREET DEPT PROJECTS	PCRD-ELEC BXS & CORDS FOR	3,598.40
		750-458-05	STREET DEPT PROJECTS	PCRD-ELEC BXS AND CORDS JA	849.90
		750-341-00	STREET DEPT. MAT & S	PCRD-PRESSURE WASHER SURFA	379.98
		750-343-00	STREET DEPT. AUTO SU	PCRD-KEYS FOR CASE EXCAVAT	14.88
		750-341-00	STREET DEPT. MAT & S	PCRD-100 FT STEEL BLADE TA	94.77
		750-458-05	STREET DEPT PROJECTS	PCRD-TREE ROOT BARRIER SID	232.70
		750-341-00	STREET DEPT. MAT & S	PCRD-EYE GLASS CLEANER WIP	53.90
	PAYFLEX - INSPIRA	750-105-00	STREET DEPT. GROUP I	GF MAY 2024 HSA FEES	29.25
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERTY PAYMENT MUDL	MAY 2024 PUBLIC WRKS BLDG	9,774.80
	AT&T MOBILITY	750-211-00	STREET DEPT. TELEPHO	PCRD-APR CELL PHN & GEOTAB	412.31
	BENJAMIN LEE ARISMAN	750-341-00	STREET DEPT. MAT & S	2-WEEKS MOWING CITY LOTS	4,080.00
		750-341-00	STREET DEPT. MAT & S	2- WEEKS MOWING CITY LOTS	4,080.00
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	98.19
	FLYERS ENERGY LLC	750-343-00	STREET DEPT. AUTO SU	STREET APRIL 2024 FUEL BIL	4,395.90
	USA CONTAINERS LLC	750-458-05	STREET DEPT PROJECTS	PCRD-2 CONTAINERS TO STORE	4,781.20
	GARRETT K SUMMERS	750-341-00	STREET DEPT. MAT & S	CHECKED INTERNET SIGNAL	100.00
	CINTAS	750-341-00	STREET DEPT. MAT & S	EYEWASH & TWEEZERS	32.71
	CITY OF CLARKSBURG	750-458-05	STREET DEPT PROJECTS	17k LBS COMPOST MADDISON	340.00
		750-458-05	STREET DEPT PROJECTS	COMPOST MADDISON ST PROJE	400.00
	TRAVELERS INSURANCE	750-226-00	STREET DEPT. INSURAN	TRAVELERS INSURANCE	11,335.74
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	43,917.87
				TOTAL:	223,248.39
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	6,748.36
		751-213-00	STREET LIGHTS	110 151 101 430 99 W MAIN	171.92
		751-213-00	STREET LIGHTS	110 088 782 484 E MAIN ST	139.02
		751-213-00	STREET LIGHTS	110 100 156 733 107 E MAIN	121.54
		751-213-00	STREET LIGHTS	110 158 087 939 MAIN ST CA	12.62
		751-213-00	STREET LIGHTS	110 160 309 701 31 S KANAW	27.14
				TOTAL:	7,220.60
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT 119	53.39
		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 624 RT 20 BK	59.12
		752-213-00	TRAFFIC SIGNALS POWE	110 081 822 063 W MAIN ST	43.47
		752-213-00	TRAFFIC SIGNALS POWE	110 088 820 243 MAIN ST	44.91
		752-213-00	TRAFFIC SIGNALS POWE	110 080 768 291 E MAIN ST	31.72
		752-213-00	TRAFFIC SIGNALS POWE	110 087 174 485 S KANAWHA	34.00
		752-213-00	TRAFFIC SIGNALS POWE	110 088 235 830 REGER ST	60.52
				TOTAL:	327.13
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	ARP 2024 HOTEL TAX	2,219.92
		900-341-00	PARK-30% HOT/MOT PD	MAY 2024 HOTEL TAX	2,995.40
				TOTAL:	5,215.32
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	APRIL 2024 HOTEL-MOTEL TAX	5,179.81
		901-235-00	HOTEL/MOTEL 70% PAID	MAY 2024 HOTEL-MOTEL TAX	6,989.26
				TOTAL:	12,169.07
ARTS-THEATRE	MON POWER	906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	241.23
	WV PUBLIC EMPLOYEES INSURANC	906-105-00	CAC HEALTH INS	GF MAY 2024 HEALTH INS	432.98
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	120.93

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	82.03
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	86.43
	DISBURSEMENTS ACCOUNT-ALL DE	906-105-00	CAC HEALTH INS	HSA FEE MATOULA HARTLEY	1,000.00
	WALMART STORES INC -BUCKHANN	906-216-00	THEATRE MAINTENANCE/	GLUE GUN UTL SCRAPER	11.08
		906-341-00	CAC SUPPLIES & EXPEN	CAC CONCESSIONS	98.07
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	73.56
		906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	81.24
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	17.21
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	19.01
	AMAZON.COM	906-341-00	CAC SUPPLIES & EXPEN	PCRD-GOLD CORD FOR THEATRE	52.33
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-SPEAKER COUPLER ADAPT	17.78
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-EBXYA 5 PIN CABLE	50.97
		906-216-00	THEATRE MAINTENANCE/	PCRD-SPEAKON LOCKING 2 & 4	28.42
		906-216-00	THEATRE MAINTENANCE/	PCRD-MILWAUKEE CORDLESS DR	77.00
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-NAME PLATES THEATRE	63.60
		906-223-00	CAC PROFESSIONAL SER	SOFTWARE FOR CAC SYCC PARK	2,400.00
	RECDESK LLC	906-341-00	CAC SUPPLIES & EXPEN	REF COMEDY SHOW TKT LINDA	23.88
	COLLECTION ACCOUNT 2	906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	130.31
	FRONTIER	906-223-00	CAC PROFESSIONAL SER	HARTLEY: DAVID	1,500.00
	HARTLEY: DAVID	906-341-00	CAC SUPPLIES & EXPEN	REIMB MILEAAGE MATOULA HAR	202.34
		906-341-00	CAC SUPPLIES & EXPEN	ID PUSH 2-PORT, BUTT SPLI	101.75
	THE COMEDIAN COMPANY	906-341-01	CAC BOOKINGS	PCRD-DEPOSIT TO BOOK COMED	500.00
	CAM ROWE	906-341-01	CAC BOOKINGS	COMEDY SHOW 5-10-24	400.00
	DUSTIN COLE	906-341-01	CAC BOOKINGS	COMEDY SHOW 5-10-24	100.00
	**PAYROLL EXPENSES			5/01/2024 - 5/31/2024	2,496.62
				TOTAL:	10,408.77
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 084 767 208 79 E MAIN	45.38
		907-213-00	UTILITIES	110 084 592 119 SYC	625.77
		907-213-00	UTILITIES	110 084 767 208 79 E MAIN	12.61
	A F WENDLING INC	907-368-04	MISC ACTIVITIES-ONE	PCRD- HOTDOG SALE SUPPLIES	22.25
	LEAF	907-341-01	OPERATING EXPENSES	COPIER LEASE TOSH-4518A	53.24
	CARTER: LARRY	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTOR	8.00
	BANDLAND, LLC	907-354-00	DRILL TEAM	PCRD-BATONS	239.10
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF MAY 2024 HEALTH INS	2,527.92
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	GF GAS 5-30-24	460.87
	LOWES BUSINESS ACCOUNTS/SYNC	907-341-00	MATERIALS & SUPPLIES	RPLCMNT OF PICNIC TABLES	532.95
		907-341-00	MATERIALS & SUPPLIES	RPLCMNT OF PICNIC TABLES	18.03
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	235.38
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	227.88
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	263.19
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	271.46
		907-341-00	MATERIALS & SUPPLIES	ST LAB TEST BRITANY N REYN	67.00
	WALMART STORES INC -BUCKHANN	907-341-00	MATERIALS & SUPPLIES	LAB TEST KAILLEY GIBSON	67.00
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	23.55
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS & SUP	11.45
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS & SUP	5.98
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS SUPPL	62.54
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS SUPPL	34.10
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SNACKS	31.00
		907-361-00	AFTER SCHOOL SUPPLIE	AFTER SCHOOL SUPPLIES	50.21
		907-216-00	MAINTENANCE	MAY 2024 SYC PEST CONTROL	38.50
		907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	540.53
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	540.56

McCauley/Bucklew motioned to approve the Consent Agenda items E.1 and E.3 as presented. The motion carried unanimously.

Sanders/Bucklew motioned to approve the Consent Agenda item E.2 as presented. The motion carried unanimously, with Reger abstaining.

F. Strategic Issues for Discussion and/or Vote.
F.1 Fire Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & To Set Date/Time To Conduct Interviews for Position of Probationary Firefighter(s) – Mayor Skinner reviewed the proposed recommendation with the Council.

May 15, 2024

Mayor and City Council Members,

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

A Fire Civil Service Commission meeting was held on May 4, 2024 to review and to begin the process to replenish the eligibility list for submittal of three (3) candidates to City Council as required by the Fire Civil Service Commission Rules and Regulations.
Upon completion of the Buckhannon Fire Civil Service requirements we are pleased to advance and certify the following candidates to the list of eligibles for the position of probationary firefighter.

1. Dodrill, Anthony Ryan

2. Pritchard, Tyler Jesse

3. Haddix, Owen Tyler
- Expire 02/12/2025

Expire 03/04/2026

Expire 03/04/2026

In the event that one of these candidates declines or is unwilling to be available, then the next top scoring candidate(s) will be moved to the certified list.

4. Flanigan, Jared Michael

5. Hart, Zachery Seth

6. Landis, Devin Lee

7. Boise, Daniel Hunter
- Expire 05/04/2027

Expire 05/04/2027

Expire 02/12/2025

Expire 05/04/2027

Commissioner Lanora Wentz
Commissioner Robert Parker
Commissioner Abigail Benjamin
City Recorder Randall Sanders

McCauley/Bucklew motioned to approve the Fire Civil Service Commission recommendation of the Top 3 Candidates to the Council for consideration of hiring and to conduct the interviews for the position of Probationary Firefighter(s) beginning at 5:00 p.m., June 18, 2024. The motion carried unanimously.

F.2 Approval Resolution No. 2024-05 General Fund Budget Revision #5 FY 2023/2024 – Action taken earlier in the meeting.

F.3 Approval/Accept Bid Opening Results for Uniform Rental and Laundering Services – Amby Jenkins provided an overview of the singular bid received from Cintas and recommended that the Council approve the bid.

REQUEST FOR PROPOSALS
UNIFORM RENTAL AND LAUNDERING SERVICES
FOR THE CITY OF BUCKHANNON

Proposals due by May 31, 2024 at 1:00 pm

The City of Buckhannon is seeking proposals for uniform rental and laundering services to provide rental for uniforms, entrance mats and miscellaneous items for various departments to the City of Buckhannon including but not limited to, Street Department, Water Department, Sewer Department, Waste Department and City Hall. Each proposal must be submitted on the set of proposal forms furnished within the RFP, in a sealed envelope, either hand-delivered or mailed to the following addressed by 1:00 pm May 31, 2024, at which time the bids will be opened.

A copy of the RFP packet may be obtained by contacting the City of Buckhannon City Hall as follows:
City of Buckhannon
70 E Main Street
Buckhannon, WV 26201
Phone: 304-472-1651

Please contact City Hall at 304-472-1651 if you have any questions.

Amberle Jenkins
Assistant Recorder
City of Buckhannon

City of Buckhannon
UNIFORM RENTAL & LAUNDERING SERVICES

Bid Opening Sign-In and Results Sheet- MAY 31, 2024 1PM

Name	Company	Email Address	Contact Phone Number	Bid Bond Included (Y/N)	Base Bid Amount
Amby Jenkins	City of Buckhannon, WV	amby.jenkins@buckhannonwv.org	304-472-1651, x1016		
Barbara Hinkle	City of Buckhannon, WV	barbara.hinkle@buckhannonwv.org	304-472-1651, x1022		
Cintas					see attached

Cost Proposal

City of Buckhannon – Request for Proposals – Uniform Rental Services

VENDOR NAME: Cintas

T-SHIRTS:

T-Shirt-Short Sleeve

- 100% cotton Carhartt short sleeve t-shirt with pocket
- Screen print-City logo (front left side)
- Color: Navy, Gray or Green/Yellow Hi-Vis
- Quantity: 5 shirts per designated employee

Price per t-shirt (self-laundered) \$ 2.60

WORK SHIRTS:

Work Shirt – Long Sleeve

- Carhartt AF/FR made for rental clothing
- Patch with City logo (front left side)
- Patch with Employee First Name (front right side)
- Button front
- Color: Navy

Quantity: 11 shirts per employee

Price per employee/per week (laundered) \$ 7.70

Price per employee/per week (self-laundered) \$ 7.70

DENIM JEANS:

- Carhartt AF/FR made for rental clothing
- Reinforced front and back pockets
- Color: Navy denim
- Quantity: 11 pairs per designated employee

Price per employee/per week (laundered) \$ 5.50

MATS/ MISCELLANEOUS:

ITEM	PRICE EACH PER WEEK
3' X 5' Xtraction Rubber Backed, Low Pile	<u>\$ 3.50</u>
3' X10' Xtraction Rubber Backed, Low Pile	<u>\$ 4.00</u>
4' X 6' Xtraction Rubber Backed, Low Pile	<u>\$ 4.50</u>
Soil Locker (for uniforms)	<u>\$ 2.00</u>
MOPS <u>24" dust mop</u>	<u>\$.96</u>
SHOP TOWELS	<u>\$.12</u>

ADDITIONAL CHARGES

Please list any additional charges such as fees for: setup, size changes, name patches, restocking, fuel surcharges, invoice fees, employee changes, product changes, extended sizes, loss fees, maintenance fees, etc.. If more room is needed, please attach additional fees and descriptions.

Fee Amount	Description
<u>105</u>	<u>Uniform Advantage per garment</u>
<u>103</u>	<u>Emblem Advantage per shirt</u>
<u>103</u>	<u>Prep Advantage per garment</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Proposal Submitted By:

Company Cintas

Authorized Representative (print) Brian Ours

McCauley/Sanders motioned to accept Cintas's bid for uniform rental and laundering services. The motion carried unanimously.

F.4 Planning Commission Recommendation to Deny the Request to Amend Permitted Uses in R-1 Single Family Residential District to include Airbnb Rental – Action taken earlier in the meeting.

F.5 Discussion/Possible Vote to Purchase Heartsmart Automated External Defibrillator (AED) Units – Mayor Skinner provided an overview of the request, noting that it has already been approved. This is simply for informational purposes. No action was necessary.

F.6 Jerry Arnold Retirement-Legacy Leave—Mayor Skinner explained that Jerry Arnold has accrued leave noted as “Legacy Leave.” Jerry Arnold requests that he begin taking it towards the end of this calendar year, which may go against the policy in the employee handbook that limits no more than 30 days taken per year.

Reger/McCauley motioned to approve Jerry Arnold’s request to use his legacy leave before his retirement and waive any conflicts with the City of Buckhannon Employee Handbook specific to this matter. The motion carried unanimously.

G. Comments and Announcements

G.1 Pamela Bucklew: Mrs. Bucklew requested the mayor and council members' swearing-in be held on June 18, 2024. There was no objection to this request.

G.2 David McCauley: Mr. McCauley requested that we stress that public parks and areas where our events occur are smoke-free. This will be recommended. Mrs. Bucklew added that pets are becoming a problem at public events, which prompted a discussion. It was noted that we do not have special ordinances during events.

G.3 Jack Reger: Mr. Reger is excited about the upcoming BBQ Bash and he congratulated Jerry Arnold on his remarkable career. He also mentioned the zoning issue discussed earlier and asked for patience from those who attended the meeting regarding that issue.

G.4 Dave Thomas: Mr. Thomas was absent.

G.5 CJ Rylands: Mr. Rylands was absent.

G.6 Randall Sanders: Mr. Sanders also commended Jerry Arnold on his remarkable career with the City of Buckhannon and stressed that we need to work toward protecting the other legacy employees regarding the leave they have accrued.

H. Mayor’s Comments and Announcements: Mayor Skinner thanked Jerry Arnold and all of the city employees for their tireless work. He also spoke of the recent West Virginia Strawberry Festival's great success, and, as a WVSF Board member (as the City Representative), he thanked the Council for their continued support.

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

At 8:50 p.m., Bucklew/McCauley moved to enter an Executive Session Per WV Code § 6-9A-4 Personnel Matters. The motion carried unanimously.

At 9:25 p.m., Reger/Sanders moved to leave the Executive Session. The motion carried unanimously.

Mayor Skinner said that no decisions were made during the Executive Session.

J. Adjournment

At 9:26 p.m., Reger made a motion to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____