

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

A regular meeting of the Buckhannon City Council was held on Thursday, October 17, 2024, at 7:00 p.m., in the Council Chambers of City Hall. The following individuals were in attendance (GTM indicates by GoToMeeting*):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Present
Council Member	Jack Reger	Present - GTM
Council Member	Robert Zuliani	Present
Council Member	David Thomas	Present
Council Member	Vacant	N/A
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
Buckhannon Police Department	Chief Matt Gregory	Present
Director of Public Works	Jerry Arnold	Present
Director of Public Works	Ethan Crosten	Present
Mayor's Office	Barbara Hinkle	Present
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Absent
MyBuckhannon.com	Brian Bergstrom	Present - GTM
Record Delta	Noah Jeffries	Present

Guests: Jerry Henderson; Jody Light; Tammy Reger, Chamber of Commerce; Sara Aylestock; Erica Bennet, BPD Peer Liaison; Joe Hughes – GTM.

*Council of the City of Buckhannon
Public Meeting Agenda 7:00 PM Thursday, October 17, 2024
Council Chambers | 70 East Main Street*

- Call to Order
- Moment of Silent Reflection
- Reciting of the Pledge of Allegiance
- Approval of Previous Meeting Minutes: 10/3/2024
- Report of Events, Correspondence, and Information
 - See Full Listing in Council Packet
- Public Comment – Motion to Open & Close Requested
- Recognition of Guests
 - Representatives from Upshur County Schools – Red Ribbon Week
- Financial Report – Director of Finance, Amberle Jenkins
 - Approval of Bill Payments
 - Approval of Financing – Fire Department Self-Contained Breathing Apparatus
- Public Works Report – Directors of Public Works, Jerry Arnold, and Ethan Crosten
- City Police Report – Chief Matthew Gregory
 - Police Civil Service Commission Report and Recommendation
 - Select Date and Time to Interview Candidates for Hire
- City Attorney's Report – Thomas J. O'Neill
 - Ordinance #469 – Vacating 3 Alleyways; Property Swap with W.V.W.C.
 - Ordinance #471 – First Due Fire Protection Fees Implementation
 - Ordinance #472 – Modifying Rates for Fire Protection Service Fees
- Old Business Discussions:
 - Schedule a Town Hall Meeting & Welcome Prime 6 to Buckhannon
- New Business Discussions:
 - Human Resources Management – Council to Decide – Position or Firm
 - Fill Vacant City Council Seat – Council to Decide Method
 - Recommendation from Technology Committee- Staffing In-House (IT) Information Technology
 - Building and Wiring Permits – Council to Approve
- Council Members' Remarks and Announcements
- Mayor's Remarks and Announcements

- Executive Session – Property and Personnel Matters Per WV Code § 6-9A-4
- Declaration of Adjournment

This agenda was certified by Mayor Robbie Skinner on Friday, October 11, 2024. Participation was available via this link: <https://global.gotomeeting.com/join/804282709>, or by calling (872) 240-3212, access code: 804-282-709.*

Call to Order: At 7:00 p.m., Mayor Robbie Skinner called the October 17, 2024, meeting of the Buckhannon City Council to order.

Moment of Silent Reflection – Mayor Skinner invited those in attendance to join in a moment of silent reflection.

Reciting of the Pledge of Allegiance - Mayor Skinner invited those in attendance to join in the Pledge of Allegiance.

Approval of Previous Meeting Minutes: 10/3/2024 – Mayor Skinner recognized the minutes of 10/03/2024 and asked for corrections or approval as presented.

Zuliani/Reger motioned to approve the minutes of 10/03/2024 as presented. The motion carried.

Report of Events, Correspondence, and Information – Mayor Skinner presented and reviewed the report of events and correspondence:

- FOIA Request from SBA Communication re: Applications for New Cellular Tower
- Buckhannon VIPS 10th Anniversary Meet & Greet 10/23/24 6:00 pm-8:00 pm at PSC
- Charles Gibson Library Director’s Report-October 2024
- Make It Shine Event at the Transfer Station, 444 Mud Lick Rd 10/19/24, 7:30 am-3:00 pm
- Trunk-or-Treat at the Public Safety Complex 10/28/24 6:30 pm-8:30 pm
- Trick-or-Treat in City Limits 10/31/24 6:00 pm-7:30 pm
- Veteran’s Day Parade 11/11/24 10 am
- Tire Collection Event at Public Works Facility 395 Mud Lick Rd 11/16/24 9:00 am-3:00 pm
- Resignation from Council Member David W. McCauley and Removal from All City of Buckhannon Boards and Committees Effective 10/08/24
- Paving Services Completion Certification

Public Comment – Motion to Open & Close Requested

Bucklew/Sanders motioned to open the public comments period of the meeting. The motion carried.

There were no persons who wished to present public comments.

Sanders/Reger motioned to close the public comments period of the meeting. The motion carried.

Recognition of Guests - Representatives from Upshur County Schools—Red Ribbon Week - Mayor Skinner recognized Sara Aylestock, representing Upshur County Schools, and presented her with the Red Ribbon Week proclamation.



**Red Ribbon Week Proclamation
October 23 - 31, 2024**

Whereas, recovery and abstinence from alcohol and other drug use is emphasized in West Virginia; It is imperative that visible, unified prevention education efforts by community members be continued to eliminate the effects of drugs and their use; and

Whereas, the National Red Ribbon Campaign is offering citizens the opportunity to demonstrate their commitment to healthy lifestyles including no drug use; and will be celebrating such during National Red Ribbon Week, October 23- 31, 2024.

Whereas, the City of Buckhannon further commits its resources to ensure the success of the Red Ribbon Campaign;

Now Therefore Be It Resolved, That the City of Buckhannon does hereby proclaim October 23- 31, 2024, as Red Ribbon Week and encourages its citizens to participate in drug prevention education activities, making a visible statement that we are strongly committed to a healthy, drug free state.

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

Robert N. Skinner, III, Mayor
City of Buckhannon

Financial Report – Director of Finance Amberle Jenkins – Mrs. Jenkins presented the current financial reports.

Amby report 10-17-24

Balances in the Enterprise Funds September 30, 2024

Waste Collection Board	mm/cking	\$1,866,648	cd/sav \$318,996
			Plus a letter of credit for \$64,000
Water Board	mm/cking	\$1,048,243.	work/capital & savings -\$907,761
Sanitary Board	mm/cking	\$884,071	work capital/cds \$463,618
Storm water Fund	mm/cking	\$190,572	

Gathering data with the help of Region VII and Fire Dept to get square footage information on the commercial structures in the city limits so we can get more reliable information to base what the amount should be charged for the square footage model for fire fees.

Approval of Bill Payments – Mrs. Jenkins presented the following bills for payment approval by the City Council. A Q & A followed:

October 1-15, 2024 GENERAL FUND PAYMENT OF BILLS

\$1,200.00– BUCKHANNON CHAMBER OF COMMERCE – LEADERSHIP UPSHUR SPONSORSHIP

\$2,316.18– TYLER TECHNOLOGIES – UTILITY BILLING NOTIFICATION, AUTOPAY, IVR MAINTENANCE

\$4,347.61- ESO SOLUTIONS– ACCREDITATION SOFTWARE FIRE DEPT

\$4,155.93 – APPALACHIAN EQUIPMENT SOLUTIONS – SERVICE WORK & PARTS FOR WHEEL LOADER FOR STREET DEPT

\$4,080.00 – BENJAMIN LEE ARISMAN – 2 WEEKS OF MOWING CITY LOTS

\$1,658.68 – CINTAS – AED FOR AT THE CAC

\$7,802.00 – ROZELLE ENTERPRISES – REPARIS TO GYM AT SYCC

\$1,925.00 – DPF ALTERNATIVES OF WV – SYCC WHITE BUS REPAIRS

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE &	WCN6007140 9-2 TO 10-1-24	3.41
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF OCT 2024 HEALTH INS	1,783.96
		409-105-00	MAYOR'S INSURANCE	GF OCT RETIREE'S INS	68.00
	BUCKHANNON CHAMBER OF COMMER	409-341-05	EVENT/FIREWORK EXPEN	LEADERSHIP UPSHUR SPONSORS	1,200.00
	BUCKHANNON POSTMASTER	409-218-00	MAYOR'S POSTAGE	PERMIT #10 POSTAGE	750.00
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	SEPT 2024 CREDIT CARD FEES	2,513.06
	THE SIGN GUY LLC	409-341-00	MAYOR'S SUPPLIES & M	CLING ON CAR SIGNS	30.00
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	58.90
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	13.77
	MATTHEW BENDER & CO., INC	409-341-00	MAYOR'S SUPPLIES & M	WV CODE 24RVOLS 8&9&V14 SU	521.61
	US POSTAL SERVICE (CMRS-FP)	409-218-00	MAYOR'S POSTAGE	OCT 2024 POSTAGE	500.00
	COLLECTION ACCOUNT 2	409-341-00	MAYOR'S SUPPLIES & M	RECDESK SEPT 2024 CC FEES	116.69
	ROSSMAN & CO/PCB CORP	409-341-00	MAYOR'S SUPPLIES & M	DEBT COLLECTION	3.47
	GARRETT K SUMMERS	409-341-00	MAYOR'S SUPPLIES & M	BIT DEFENDER	27.50
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	961.58
				TOTAL:	8,551.95
	COUNCIL	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE (P	WCN6007140 9-2 TO 10-1-24
WESTFIELD INSURANCE		410-226-00	COUNCIL INSURANCE (P	10-01-24 -10-01-25 QTRLY P	1,262.51
				TOTAL:	1,265.92
RECORDER	LOUDIN INSURANCE AGENCY INC	411-226-00	INSURANCE/COMPENSATI	SURETY BOND SANDERS 2024/2	175.00
	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI	WCN6007140 9-2 TO 10-1-24	3.41
				TOTAL:	178.41
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WCN6007140 9-2 TO 10-1-24	3.41
	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF OCT 2024 HEALTH INS	1.98
		413-105-00	TREASURER'S GROUP IN	GF OCT RETIREE'S INS	34.00
	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.	MEDICARE WITHHELD & MATCHE	4.54
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	313.20
			TOTAL:	376.55	
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WCN6007140 9-2 TO 10-1-24	6.00
	WV MUNICIPAL LEAGUE	416-226-00	POLICE JUDGE INS BON	GF 3RD QTR 2024 UNEMPLOYME	28.69
				TOTAL:	34.69
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS &	WCN6007140 9-2 TO 10-1-24	24.20
	INTERNAL REVENUE SERVICE	420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	51.51
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	12.05

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	823.30
				TOTAL:	911.06
ZONING	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B	WCN6007140 9-2 TO 10-1-24	59.50
	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF OCT 2024 HEALTH INS	413.98
		437-105-00	ZONING HEALTH INS	GF OCT RETIREE'S INS	34.00
	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.	MEDICARE WITHHELD & MATCHE	21.75
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	1,500.00
			TOTAL:	2,122.23	
DATA PROCESSING	LYNX WV INC	439-230-00	DATA PROCESSING	SEPT 2024 IT SERVICES	425.00
		439-230-00	DATA PROCESSING	OCT 2024 IT SERVICES	450.00
	TYLER TECHNOLOGIES INC	439-230-00	DATA PROCESSING	UTL BILL AUTOPAY, IVR,CC	2,245.31
		439-230-00	DATA PROCESSING	UTL BILLING NOTIFICATION C	70.87
			TOTAL:	3,191.18	
CITY HALL	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WCN6007140 9-2 TO 10-1-24	73.09
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF OCT 2024 HEALTH INS	1.98
		440-105-00	CITY HALL JANITOR IN	GF OCT RETIREE'S INS	34.00
	WALMART STORES INC -BUCKHANN	440-341-00	CITY HALL SUPPLIES	SUPPLIES	28.34
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	85.53
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	20.00
	CINTAS	440-216-00	CITY HALL MAINTENANC	CH THEATRE PSC RUGS 9-30-2	45.32
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	1,394.25
			TOTAL:	1,682.51	
POLICE	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURAN	WCN6007140 9-2 TO 10-1-24	1,161.71
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF OCT 2024 HEALTH INS	7,460.80
		700-105-00	POLICE DEPT. GROUP I	GF OCT RETIREE'S INS	306.00
	J F ALLEN CO	700-459-00	POLICE DEPT. NEW EQU	LIMESTONE POLICE IMP	322.24
	JENKINS FORD INC	700-343-00	POLICE DEPT. AUTO SU	STATE INSPECTION	19.00
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	SEPT 2024 COURT FEES	172.00
	TOSHIBA FINANCIAL SERVICES	700-341-00	POLICE DEPT. MAT & S	POLICE SEPT. 24 COPIER LEA	185.08
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	25QCLL 2022 INTERCEPTOR	758.94
		700-459-00	POLICE DEPT. NEW EQU	25QCLM 2022 INTERCEPTOR	747.81
		700-459-00	POLICE DEPT. NEW EQU	25QCLN 2022 INTERCEPTOR	762.59
		700-459-00	POLICE DEPT. NEW EQU	25QCLP 2022 INTERCEPTOR	777.94
		700-459-00	POLICE DEPT. NEW EQU	25QCLJ 2022 INTERCEPTOR	767.54
		700-459-00	POLICE DEPT. NEW EQU	27GGTH 2024 DODGE DURANGO	1,043.44
		700-459-00	POLICE DEPT. NEW EQU	27GGTL 2024 DODGE DURANGO	1,696.90
		700-343-00	POLICE DEPT. AUTO SU	23H64C MAINT OLDER CRUISER	6.00
		700-343-00	POLICE DEPT. AUTO SU	23H64V MAINT OLDER CRUISER	6.00
		700-459-00	POLICE DEPT. NEW EQU	23KNZ9 2020 POLICE INTERCE	435.88
		700-459-00	POLICE DEPT. NEW EQU	23KNZN 2020 POLICE INTERCE	300.86
		700-459-00	POLICE DEPT. NEW EQU	23KNZS 2020 POLICE INTERCE	403.18
	CITIZENS BANK OF WV	700-459-00	POLICE DEPT. NEW EQU	POLICE RADIO OCT 2024 PYMT	2,802.39
	STERICYCLE INC	700-341-00	POLICE DEPT. MAT & S	HAZ-MAT PICK-UP SUBS	182.54
	ST JOSEPH HOSPITAL OF BUCKHA	700-341-00	POLICE DEPT. MAT & S	LAB TEST JAMES FISHER	67.00
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,009.46
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	469.96
	INDUSTRIAL/ORGANIZATIONAL SO	700-341-00	POLICE DEPT. MAT & S	POLICE TESTS	25.00
	STAPLES ADVANTAGE	700-341-00	POLICE DEPT. MAT & S	TOILET TISSUE	185.14

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	32,253.62
				TOTAL:	55,329.02
REGIONAL JAIL	STATE TREASURER CVR LET RJ	705-234-00	REGIONAL FEES	SEPT 2024 COURT FEES	160.00
				TOTAL:	160.00
FIRE	MCNT LEVINE INC.	706-216-00	FIRE DEPT. MAINTENAN	TUBING FOR HANDRAIL	318.00
	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE	WCN6007140 9-2 TO 10-1-24	1,002.91
	AIRGAS USA, LLC	706-341-00	FIRE DEPT. MATERIAL	WELDING TRAIN FACILITY	688.15
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF OCT 2024 HEALTH INS	5,709.82
				GF OCT RETIREE'S INS	306.00
	WV MUNICIPAL LEAGUE	706-226-00	FIRE DEPT. INSURANCE	GF 3RD QTR 2024 UNEMPLOYME	77.26
	ENTERPRISE FM TRUST	706-459-00	FIRE DEPT. CAPITAL O	268ST6 2023 RAM 2500	716.58
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK OCT 24 PYM	4,790.11
	ST JOSEPH HOSPITAL OF BUCKHA	706-341-00	FIRE DEPT. MATERIAL	MEDICAL MATERIALS	18.39
				LAB TEST JB KIMBLE	67.00
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,400.47
				MEDICARE WITHHELD & MATCHE	327.51
	ESO SOLUTIONS, INC.	706-341-00	FIRE DEPT. MATERIAL	ACCREDITATION SOFTWARE	4,347.61
	E.R. SCHMITTENDORF	706-221-00	FIRE DEPT. TRAINING	RECRUITER BOOT CAMP	472.85
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	22,165.03
				TOTAL:	42,407.69
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	STREET WST CHARGES	172.93
	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	14.58
				110 148 156 588 RT 6 395	734.72
				110 148 255 778 395 MULLIC	756.51
	LEAF	750-341-00	STREET DEPT. MAT & S	STREET OCT COPIER LE	49.39
	WV PAGING	750-341-00	STREET DEPT. MAT & S	STREET DEPT PAIGERS OCT 24	23.00
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN	WCN6007140 9-2 TO 10-1-24	996.01
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF OCT 2024 HEALTH INS	6,113.84
				GF OCT RETIREE'S INS	306.00
	J F ALLEN CO	750-461-00	STREET PAVING	BLACKTOP FOR RITCHIE	2,901.98
	QUALITY HYDRAULICS INC	750-343-00	STREET DEPT. AUTO SU	REPAIRED CYLINDER FOR PAV	335.00
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	FILTERS & OIL FOR S6	61.29
				PRIMARY WIRE FOR S-19	20.68
	WESTFIELD INSURANCE	750-226-00	STREET DEPT. INSURAN	10-01-24 -10-01-25 QTRLY P	1,012.19
	STATE EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	CABIN FILTER FOR SKIDSSTEE	168.77
	SYLVESTER W. LOWTHER	750-343-00	STREET DEPT. AUTO SU	HYD HOSS AND FITTINGS	408.72
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	25QBZJ 2022 RAM 1500	426.56
				27V9FV 2024 DODGE RAM 2500	537.96
				27V9G6 2024 DODGE RAM 2500	537.61
	ST JOSEPH HOSPITAL OF BUCKHA	750-341-00	STREET DEPT. MAT & S	LAB TEST RANDALL LIGGETT	67.00
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	MONTHLY PEST CONTROL	33.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,160.09
				MEDICARE WITHHELD & MATCHE	271.32
	CLEVELAND BROTHERS EQUIPMENT	750-343-00	STREET DEPT. AUTO SU	BEARINGS AND EYES	364.92
				HYD TUBES	389.36
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERTY PAYMENT MUDD	OCT 2024 PUBLIC WRKS BLDG	9,774.80
	APPALACHIAN EQUIPMENT SOLUTI	750-343-00	STREET DEPT. AUTO SU	SERV WRK PARTS WHL L	4,155.93
	BENJAMIN LEE ARISMAN	750-341-00	STREET DEPT. MAT & S	2 WEEKS MOWING CITY LOTS	4,080.00
	GARRETT K SUMMERS	750-341-00	STREET DEPT. MAT & S	IT TECH SUPPORT	100.00
	CINTAS	750-345-00	STREET DEPT. UNIFORM	WAS T/S STR UNIFORMS 10-3-	193.02
	IDENTOGO	750-341-00	STREET DEPT. MAT & S	BACKGROUND CK D HORNBECK	34.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	18,735.86
				TOTAL:	54,937.54
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	6,748.12
				110 151 101 430 99 W MAIN	210.33
				TOTAL:	6,958.45
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT 119	56.55
				110 088 985 624 RT 20 BK	63.83
				110 081 822 063 W MAIN ST	47.65
				110 088 820 243 MAIN ST	47.92
				110 080 768 291 E MAIN ST	31.73
				TOTAL:	247.68
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	SEPT 2024 HOTEL-MOTEL TAX	4,390.97
				TOTAL:	4,390.97
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	SEPT 2024 HOTEL-MOTEL TAX	10,245.60
				TOTAL:	10,245.60
ARTS-THEATRE	MON POWER	906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	255.96
	ENCOVA INSURANCE	906-226-00	CAC INSURANCE & BOND	WCN6007140 9-2 TO 10-1-24	3.41
	WESTFIELD INSURANCE	906-226-00	CAC INSURANCE & BOND	10-01-24 -10-01-25 QTRLY P	860.65
	LOWES BUSINESS ACCOUNTS/S/INC	906-216-00	THEATRE MAINTENANCE/	TOTE EYEBOLTS & KEYS	86.68
	WV MUNICIPAL LEAGUE	906-226-00	CAC INSURANCE & BOND	GF 3RD QTR 2024 UNEMPLOYME	26.09
	CITIZENS BANK OF WV	906-459-00	THEATRE CAPITAL	CAC SEATING NOV 2024 PYMT	5,220.65
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	0.23
				MEDICARE WITHHELD & MATCHE	0.05
	RANDALL SANDERS	906-341-01	CAC BOOKINGS	REIMB LODGING B BARNETT EL	200.69
	FRONTIER	906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	131.31
	CINTAS	906-216-00	THEATRE MAINTENANCE/	CH THEATRE PSC RUGS 9-30-2	28.84
				AED FOR THEATER	1,658.68
	AMERICAN TECHNOLOGY RENTALS,	906-450-01	THEATRE BLDG	SOUND @ CAC ELVIS SHOW	400.00
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	3.71
				TOTAL:	8,876.95
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 161 100 208 MAIN ST	50.07
	LEAF	907-341-01	OPERATING EXPENSES	SYCC OCT COPIER LEAS	260.79
	RITE-WAY HEATING & PLUMBING	907-341-00	MATERIALS & SUPPLIES	TOILET GASKET	3.09
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WCN6007140 9-2 TO 10-1-24	140.10
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF OCT 2024 HEALTH INS	3,228.90
				GF OCT RETIREE'S INS	170.00
	NAPA-AMTOWER AUTO SUPPLY	907-343-00	SYC AUTO SUPPLIES	AUTO SUPPLIES FUEL CLNR	26.58
	WESTFIELD INSURANCE	907-226-00	INSURANCE & BONDS	10-01-24 -10-01-25 QTRLY P	851.15
	WV MUNICIPAL LEAGUE	907-226-00	INSURANCE & BONDS	GF 3RD QTR 2024 UNEMPLOYME	362.15
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	AFTERSCHOOL SNACKS	98.66
				AFTER SCHOOL SNACKS	48.64
				CLEANING SUPPLIES	7.28
				AFTERSCHOOL SNACKS	47.71
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	SYCC OCT 2024 PEST INSPECT	38.50
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	454.69
				MEDICARE WITHHELD & MATCHE	106.33
	APRIL E SMALL	907-368-01	ZUMBA	KICKBOXING	108.00
	LYNX WV INC	907-213-00	UTILITIES	SYCC OCT 2024 INTERNET	145.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STATE FIRE MARSHALL	907-341-01	OPERATING EXPENSES	FIRE INSPECTION	25.00
	ROZELLE ENTERPRISES LLC	907-459-00	CAPITAL OUTLAY	REPAIR TO GYM/ WALLS	7,802.00
	DAWN WEBB	907-363-00	KARATE CLASS INSTRUC	KARATE	292.00
	DPF ALTERNATIVES OF WV, LLC	907-343-00	SYCC AUTO SUPPLIES	SYCC WHITE BUS REPAI	1,925.00
	CINTAS	907-216-00	MAINTENANCE	SYCC RUGS & MOPS 9-30-24	73.84
	CINTAS	907-216-00	MAINTENANCE	SYCC RUGS & MOPS 10-07-24	45.84
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	7,333.91
				TOTAL:	23,645.23
CONVENTION CENTER	ENCOVA INSURANCE	910-226-00	INSURANCE & BONDS	WCN6007140 9-2 TO 10-1-24	3.41
	WV MUNICIPAL LEAGUE	910-226-00	INSURANCE & BONDS	GF 3RD QTR 2024 UNEMPLOYME	5.47
	INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	0.12
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	0.03
	RANDALL SANDERS	910-341-00	EVENT CENTER SUPPLIE	REIMB ALCOHOL FOR EVENT CE	501.30
	**PAYROLL EXPENSES			10/01/2024 - 10/15/2024	1.95
				TOTAL:	512.28
PUBLIC SAFETY	WESTFIELD INSURANCE	976-226-00	SAFETY COMPLEX INSUR	10-01-24 -10-01-25 QTRLY P	592.01
	LOWES BUSINESS ACCOUNTS/SYNC	976-216-00	SAFETY COMPLEX MAINT	LUMBER BACK STEPS FIRE DE	112.87
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	PSC OCT 2024 INTERNE	150.00
	CINTAS	976-216-00	SAFETY COMPLEX MAINT	CH THEATRE PSC RUGS 9-30-2	17.51
				TOTAL:	872.39

Sanders/Reger motioned to approve the payment of bills. The motion carried.

Approval of Financing - Fire Department Self-Contained Breathing Apparatus—Mrs. Jenkins presented the recommended financing terms for the Fire Department Self-Contained Breathing Apparatus. 1st Community Bank provided the best financing terms, 3.99% for seven years. Mayor Skinner recused himself from the discussion. Recorder Sanders asked the Council for a motion on the proposed financing.

Thomas/Bucklew motioned to accept the proposed financing terms of 3.99% for seven years from 1st Community Bank for the Fire Department Self-Contained Breathing Apparatus. The motion carried, with Skinner abstaining.

Public Works Report – Directors of Public Works, Jerry Arnold, and Ethan Crosten – Ethan Crosten presented the Public Works Report as follows:

- Jerry Arnold and Mr. Crosten spoke with the Encova Insurance representative to review incidents over the past two years. The rep was impressed with the City’s minimal incidents overall and happy with our operations.

Street:

- There is approximately 90 feet of fencing left to be installed at the City Park. All lines on the basketball court are complete except the 3-point line. It and the pickleball courts will be completed once the weather is cooperative.
- The police impound lot was paved, and a portion of the street facility lot was paved.
- We have been swapping truck beds and completing necessary equipment maintenance during some of the poor weather.
- Paving occurred on Eastmain Street and Franklin Street and will occur on Cleveland Avenue immediately after. The weather pushed back paving this week, but it will be completed during the next dry/warm period.

Waste:

- The Make It Shine Event is this Saturday at the Transfer Station.
- Tire Amnesty Day is November 16th at the Street Department facility.

Sewer:

- We have been making several taps this month and catching up on necessary maintenance procedures.
- We completed a small storm sewer project with the Ritchie Street project.
- We continue progressing on the clarifier while waiting for the bull gear to be rebuilt.
- Cody Tenney passed his Class III wastewater operator exam.

Water:

- The Water Department is working along Island Avenue.
- The crews have been working to install feeders from the ARPA funding, with the first one being installed.
- The operators have moved to a 4-man rotation, with Eric Thomason passing his Class IV operators’ test.

Engineering:

- ARPA – Tennerton Booster Station – Preparing Contract B punch list for tasks that need to be completed.
- FEMA Generator Hazard Mitigation Grant No. 2 - The site meeting for the security fence installation is now scheduled for the week of 10-20-2024. Once the materials are ordered, the project will take two days to complete.
- Stockert Youth & Community Center Multi-Use Facility Project - Replacing the existing gym's tile floor is currently out to bid. The Bid Opening is scheduled for October 28, 2024, at 1:30 PM.
- WVDOH Transportation Alternative Program (TAP) Morton Avenue—We are currently working on the Force Account options (Use of City staff and equipment) required by the WVDOH to show the city's project completion efficiency.
- CMH Development Utility Project—Work will begin early to mid-December 2024. The sanitary sewer phase will be completed first, followed by the waterline phase, which is expected in spring 2025.

City Police Report – Chief Matthew Gregory – Chief Gregory provided the following department report:



Buckhannon Police Department

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



City Council Report

10/17/24

1. The police department hosted a supervisors class on Tuesday, October 15 and will be hosting a Drug Investigation class on Friday, October 18. Each of these classes are being hosted in the Training Room at the Public Safety Complex.
2. VIPS will be celebrating its 10 year anniversary with a meet and greet at the Public Safety Complex Training Room on Wednesday, October 23 at 6:00 p.m. This will serve as a celebration of 10 years of service to the City of Buckhannon and its citizens as well as a recruiting event for VIPS.
3. The police department stands ready to proceed with the hiring process as the top three names on the eligibility list are submitted to City Council. Background investigations of the candidates have been underway as part of this process.
4. The police department will once again present its Halloween Safety program to local elementary school students the week of October 21.
5. Trunk or Treat will occur on Monday, October 28 from 6:30 – 8:30 at the Public Safety Complex parking lot.
6. The police department will conduct Racial Profiling training for City Hall staff on Wednesday, October 30 at Buckhannon City Hall. This training is an extension of CALEA requirements.
7. Meetings have already begun relative to planning for next year's WV Strawberry Festival.
8. During the week of November 11, I will be attending CALEA training in Jacksonville, Fl. This training will review the latest in trends, policies, and best practices regarding accreditation.
9. Erica Bennett, the Peer Liaison with the police department, will present updates on her program.

POLICE ACTIVITIES

MONTH: September

YEAR: 2024

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer: 13

By Officers: 1

TOTAL ISSUED: 14

Citations Issued: 7

Misdemeanor Arrests: 21

Felony Arrests: 11

Calls Answered: 382

Complaint Reports: 53

Accidents Investigated: 17

Community Policing Hours: 6

Patrol Mileage: 6,903

West Virginia Senate

-In Recognition Of-

**VOLUNTEERS IN POLICE
SERVICE PROGRAM
10TH ANNIVERSARY CELEBRATION**

Congratulating the Buckhannon Police Department on celebrating ten years of the Volunteers In Police Service (VIPS) program.

Whereas, In 2014, Chief Matt Gregory envisioned a volunteer group from within the city police department that could assist officers with public relations and other non-law enforcement duties; and

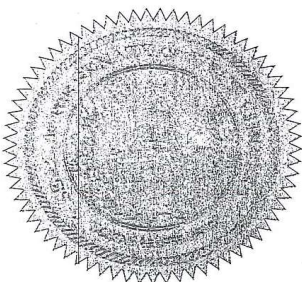
Whereas, On October 22, 2014, the vision became a reality and the inaugural meeting was held with five original members. Of those five founding members, two remain active with VIPS today, David Rowan and Steve Wykoff; and

Whereas, Currently, there are 11 active members and over 50 community members that have worn the VIPS uniform during the past decade. Those members have been trained in accordance with the Commission on Accreditation for Law Enforcement Agencies, the Federal Emergency Management Agency, and the National Incident Management System, along with ethics, basic medical and fire suppression. These volunteers have donated almost 18,000 volunteer hours clearly demonstrating their commitment to the community and the Buckhannon Police Department; and

Whereas, Over the course of the past ten years, the role of VIPS has grown with assignments now covering more responsibilities by providing assistance to the public as well as to the Buckhannon Police Department. The VIPS continues to do public relations and outreach, and now support the officers with traffic and crowd management, education and presentations, emergency response and missing persons searches, and perimeter security; and

Whereas, The Volunteers In Police Service program continues to thrive and run efficiently, helping to strengthen the bonds between the city police and their residents.

Therefore, We hereby congratulate the Buckhannon Police Department on celebrating ten years of the Volunteers In Police Service (VIPS) program.



Craig P. Blair
Craig P. Blair
Senate President-Lieutenant Governor

Lee Cassis
Lee Cassis
Clerk of the Senate

Bill Hamilton
Senator Bill Hamilton
11th Senatorial District

Police Civil Service Commission Report and Recommendation – The following candidates for the interviews for probationary police officer were presented:

October 17, 2024

Mayor and City Council Members,

Re: Approval of candidates per the Police Civil Service Commission to interview for probationary police officer:

A Police Civil Service Commission meeting was held on September 28, 2024 to update and certify the current list of eligibles for submittal of three (3) candidates to City Council for hiring consideration. City Council has authorized identification of the top three candidates to arrange for the interviews and make a hiring decision. Upon completion of the Buckhannon Police Civil Service Commission requirements, we are pleased to advance and certify the following candidates for your consideration as probationary Buckhannon Police Officers;

1. **Christopher Dale Spotloe** **86.74%**
2. **Christopher Henrey Lee Claus** **81.70%**
3. **Michael Allen Haymond** **80.11%**

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. **Andrew Dewayne Hathaway** **72.41%**

Commissioner	Karl Kolenich
Commissioner	Geraldine Henderson
Commissioner	Mark Spencer
City Recorder	Randall Sanders

Sanders/Reger motioned to accept the report and recommendation from the Police Civil Service Commission as presented, which includes the names of three candidates to interview for the probationary police officer position. The motion carried.

Thomas/Zuliani motioned to set the probationary police officer position interview date and time as Monday, October 28, 2024, at 3:00 p.m. to interview the named candidates on October 28, 2024, at 3:00 p.m. The motion carried.

Chief Gregory introduced Erica Bennett, the Peer Liaison for the Buckhannon Police Department, who provided an overview of her work with the BPD. Following the presentation, the City Council members participated in a Q&A, with Ms. Bennett, with Chief Gregory giving additional program details.

City Attorney’s Report – Thomas J. O’Neill – Mr. O’Neill reported that the items listed on the agenda were not ready for action but instead listed as work in progress (see below). He did provide a report on the property swap with West Virginia Wesleyan College, noting that we had received an additional survey, which brings us closer to completing that deal. He also reported on the First Due Fire Free moratorium (until June 30, 2025) by the WV State Legislature and the governor. RE: Ordinance #469 – Vacating 3 Alleyways; Property Swap with W.V.W.C.; Ordinance #471 – First Due Fire Protection Fees Implementation; Ordinance #472 – Modifying Rates for Fire Protection Service Fees

Old Business Discussions:

- **Schedule a Town Hall Meeting & Welcome Prime 6 to Buckhannon** – Mayor Skinner reported that there was no action to take on this item as discussions with Prime 6 are ongoing.

New Business Discussions:

- **Human Resources Management – Council to Decide – Position or Firm** – Mayor Skinner reviewed this item and led a discussion with the City Council. A discussion took place with Mr. Reger voicing support for an individual so that we would have a person dedicated to the matters at hand immediately. Mr. Zuliani asked about the cost differences between an individual and a company. The Mayor suggested that we look at both scenarios. Amby Jenkins provided an overview of her time commitment to the HR and payroll services and

how she feels the HR services could be handled. Mr. Thomas asked that we wait a few months to see how other project costs develop. More discussion took place.

Sanders/Reger motioned to explore hiring a dedicated full-time HR person for the City of Buckhannon. The motion carried unanimously.

- **Fill Vacant City Council Seat – Council to Decide Method** – Mayor Skinner provided an overview of the situation and the options available to the City Council, with the following options: 1.) leave it vacant until the next regular election; 2.) appointing the next highest vote recipient from the most recent election; 3.) asking for application from interest person for the Council to consider. Discussion occurred, with most Council members wanting to accept applications except for Mayor Skinner, who would prefer appointing the next highest vote recipient.

Bucklew/Thomas motioned to open the selection from applications from interested persons that must be postmarked by October 26, 2024. The motion carried.

- **Recommendation from Technology Committee- Staffing In-House (IT) Information Technology** – Mayor Skinner provided an overview of the situation and the options available to the City Council. He recognized Amby Jenkins, Recorder Sanders, and Jerry Arnold, who all discussed the needs daily and the recommendations from the Technology Committee. A Q&A from Council members took place.

A meeting of the Technology Committee was held on October 8, 2024 at 2:00 p.m. at City Hall in Council Chambers with the following in attendance:

Randy Sanders, Amby Jenkins, Jay Hollen, Barb Hinkle, Jerry Arnold, Ethan Crosten, Emiel Butcher, Phil Loftis, and by GTM Seth Hoffman. The following discussions took place:

- Amby
 - Recap of the current situation
 - City has old equipment
 - City had a contract with Raven Rock, Raven Rock sold out to Lynx
 - City did a cyber security assessment
 - Current IT inventory needs reviewed
 - Do we need an IT person or contract the IT part out
 - Keep antivirus current
 - Should we look at equipment
- Jerry
 - Supervisors should not be doing IT
 - Waste spent \$10,000 and still does not have internet
 - We want our passwords
- Seth
 - Suggests following HIPPA guidelines
- Butch
 - Connectivity between buildings is one issue
 - Access is second issue
 - City is not and should not try to be an IT company
- Amby
 - There is issues resulting from the PSC cyber security audit
- Seth
 - City has 127 computers
- Butch
 - City needs an IT person
- Phil
 - City needs a refresh on its computer network
- Seth
 - Suggests City contracts out the IT work
 - Suggests looking at 2 people
 - Looking at \$75,000 for one person

The committee had the following discussions regarding job description:

- Jerry
 - Need someone to set up computers & plotters, maintaining servers, accessing servers
- Seth
 - Need to have level 2 & level 3 networking

Amby ● Phil is willing to assist with job description

- Butch ● Need to have general IT knowledge
 ● Need to have networking knowledge
 ● Need to have Windows knowledge

After discussing the need of an IT person, it is the recommendation of the Technology Committee that the City hires an IT person.

With nothing more to discuss the meeting ended at 2:55 p.m.

Sanders/Reger motioned to explore hiring a dedicated full-time IT person for the City of Buckhannon. The motion carried unanimously.

- **Building and Wiring Permits - Council to Approve**



Permit Fee Report #76344-#76354
10/03/2024 - 10/16/2024

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
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Group: Commercial Electrical Fee

76354	M&H Apartments - Abe Broukha	1 Cambridge Heights - Building 4 (10 Units)	David L Beckner - Appalachian Environmental	Inside Repairs/Re model due to water damage from water line break sprinkler system-Building 4 (10 Units)	63,000.00	100.00	A Commercial Property	Yes -If yes attach report		No	N/A	No	
					63,000.00	100.00							

Group Total: 1

Group: Commercial-Industrial (nonresidential)

76354	M&H Apartments - Abe Broukha	1 Cambridge Heights - Building 4 (10 Units)	David L Beckner - Appalachian Environmental	Inside Repairs/Re model due to water damage from water line break sprinkler system-Building 4 (10 Units)	63,000.00	409.50	A Commercial Property	Yes -If yes attach report		No	N/A	No	
76350	Community Care WV	38 N Kanawha St	VARIAN CONTRACTING	Metal Roof Overlay	51,122.00	332.29		No		Yes	Zone AE	Yes-Elevation Cert. Not Required	
76347	SAM BAXA	22 KANAWHA ST	ULTIMATE ROOFING WV LLC	GOING OVER A RUBBER ROOF WITH RUBBER *NOT REMOVING ANYTHING	52,000.00	300.00		No		Yes	Zone AE	No	No
76346	BKN HOUSING AUTHORITY	23 1/2 HINKLE DR	JD BUILDERS JOSHUA DEAN	REMOVE SHINGLES REPLACING WITH METAL	22,900.00	194.65		Yes -If yes attach report		No	N/A	No	No

						189,022.00	1,236.44														
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Group Total: 4

Group: Residential (non-commercial)

76352	MARY MORRIS	20 REGER AVE		REFINISHING HARDWOOD FLOORS	900.00	10.00		No		No	N/A	No	No
76353	CHRISTINE HESS	16 1/2 CLEVELAND AVE	SUNRISE ROOFING	METAL OVER SHINGLES *NOT DISTURBING THE ROOF	5,000.00	55.00		No		No	N/A	No	No
76351	JERRY COCHRAN	138 BARBOUR ST		INTERIOR REMODEL-REPLACE FLOORING ETC	2,500.00	27.50		No		No	N/A	No	No
76349	EDWIN STATON	9 MYRNA ST	JES BASEMENT SYSTEMS JES CONSTRUCTION LLC	CRAWLSPACE DRAINAGE (ALTERNATION) ALSO INSTALLING A YARD WET WELL. OK PER SANITARY STORMWATER DEPT	22,855.61	205.70		No	10/9/2024	No	N/A	No	No
76348	LYNN LINDER	4 MEADE ST	WINDOW WORLD OF FAIRMONT	6 VINYL REPLACEMENT WINDOWS , NOT CHANGING ANY OPENINGS	4,505.00	49.56		No		Yes	Zone AE	Yes-Elevation Cert. Not Required	No
76345	PHIL WEAVER	2 MARIO N ST	SUPERIOR ENVIRONMENTAL/ASBESTOS	REPLACE SHINGLES WITH SHINGLES-BACK PORCH	1,000.00	11.00		Yes -If yes attach report		No	N/A	No	No
76344	TANYA FOSTER	4 GILBERT ST		INTERIOR REMODEL	10,000.00	90.00		No		No	N/A	No	No
					46,760.61	448.76							

Group Total: 7

Group: Zoning Application Fee

76349	EDWIN STATON	9 MYRNA ST	JES BASEMENT SYSTEMS JES CONSTRUCTION LLC	CRAWLSPACE DRAINAGE (ALTERNATION) ALSO INSTALLING A YARD WET WELL. OK PER SANITARY STORMWATER DEPT	22,855.61	20.00		No	10/9/2024	No	N/A	No	No
					22,855.61	20.00							

Group Total: 1

					321,638.22	1,805.20							
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Total Records: 13

10/17/2024

Sanders/Bucklew motioned to approve the Building and Wiring permits. The motion carried with Reger abstaining.

Council Members' Remarks and Announcements

Pamela Bucklew: Mrs. Bucklew noted that she is happy we are moving towards an HR and IT person.

Jack Reger: Mr. Reger commended Erica Bennet, the Peer Liaison, on her work and that of the BPD. He, too, is happy that we are moving towards an HR and IT person.

Dave Thomas: Mr. Thomas spoke of his concerns regarding some large expenditures that we may be implementing and that we must always continue to monitor the city's finances.

Robert Zuliani: Mr. Zuliani had nothing further.

Randall Sanders: Mr. Sanders thanked the evening meeting participants and Rodney Irvin of Channel 3 for his work.

Mayor's Remarks and Announcements

Mayor Robbie Skinner: Mayor Skinner also thanked all who contributed to the meeting and reminded the Council of the need for an Executive Session.

At 8:28 pm, Bucklew/Thomas motioned to move into Executive Session to discuss Property and Personnel Matters Per WV Code § 6-9A-4 . The motion carried.

At 9:15 p.m., Thomas/Bucklew motioned to leave the Executive Session. The motion carried.

Mayor Skinner announced that the City Council had left an Executive Session without any decisions being made.

At 9:16 p.m., Thomas made a motion to adjourn.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
