

City of Buckhannon Consolidated Public Works Board
Meeting Agenda
8:00 AM Thursday, December 5, 2024
Council Chambers | 70 East Main Street



1. Call to Order
2. Moment of Silent Reflection
3. Reciting of the Pledge of Allegiance
4. Approval of Previous Meeting Minutes: 09/26/2024, 10/24/2024
5. Report of Events, Correspondence, and Information
 - a. See Full Listing Included in the CPWB Packet
6. Public Comment – Motion to Open & Close Requested
7. Recognition of Guests
 - a. Jeremiah McCourt, Upshur County Director of Facilities Parks & Recreation
8. Financial Report – Director of Finance, Amberle Jenkins
 - a. Approval CPWB Budget Revision (Park Line item)
 - b. Approval to Purchase Surveillance Camera System
9. Department Report –Street Department & Parks Superintendent Brad Hawkins
10. Old Business Discussions:
 - a. Executed M.O.U. COB & Jennie Barnette-47 Thurman Ave/Corabell Lane
 - b. Executed M.O.U. COB & Randy Tenney-64-66 South Kanawha St
11. New Business Discussions:
 - a. Request Labor & Equipment to Pave the Access Road at the Upshur County Recreation Park
 - b. Review, Evaluate, & Inventory All Informational Signage & Benches
 - c. Discussion of Layout to the Foster Marketing Group/ Trader’s Alley Parking Lot-ADA Compliance
 - c. Cemetery Buy Back Proposal 2nd Addition Lot 56 Section L Spaces 1 thru 8- Percilla Bailey Lot
 - d. Event Request & Street Closure-Visit to the Land of the Inflatable-21 N Kanawha St on 12/14/24 5:30pm-8:30pm
 - e. Event Request-Seventh Day Adventist Church-Christmas Caroling-Campaign for Community
 - f. WWC Requests COB Horticulturist Design & Labor for Campus Beautification/Landscape Project
 - g. UCBOE Request COB Labor of Green Space/Redesign Loop Smithfield St/E Victoria St
12. Board Members’ Remarks and Announcements
13. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on Wednesday, November 27, 2024. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/376934309>, or by phone, call: +1 (872) 240-3212, access code: 376-934-309.

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14. Correspondence and Information

- a. Hold Harmless & Release of Liability- Craig Gasper-4 Ritchie Street-Removal of Tree for Jawbone Park Christmas Tree
- b. Addressing & Mapping Verification Letter: 6 Fourth Street Apt 1, Apt 2, Apt 3