

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

A regular meeting of the Buckhannon City Council was held on Thursday, August 15, 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	Absent
Council Member	David McCauley	Present
Council Member	Jack Reger	Present
Council Member	Robert Zuliani	Present
Council Member	David Thomas	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O’Neill	Present - GTM
BPD Chief of Police	Matthew Gregory	Present
Director of Public Works	Jerry Arnold	Present - Virtual
Director of Public Works	Ethan Crosten	Present
Mayor’s Office	Barbara Hinkle	Present
Channel 3	Rodney Irvin	Absent
Channel 3	Dennis Cortes	Present
MyBuckhannon.com	Katie Kuba	Present - GTM
MyBuckhannon.com	Brian Bergstrom	Present - GTM
Record Delta	Noah Jeffries	Present

Guests: Joe Carrico, Tyvonne Gibson, Abigail Wiernik, Heather Schneider, Christina Duarte, Ann Shopiak, Ava George, Jody Light.

***City Council of Buckhannon – 7:00 pm in Council Chambers
Meeting Agenda for Thursday, August 15, 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
 - Revision to the Rules & Regulations of the Policemen’s Civil Service Commission
 - C.4 City Attorney- Tom O’Neill

- D. Correspondence & Information**
 - D.1 Notice Accepting Bids for Buckhannon Fire Department Breathing Apparatus (SCBA)
 - D.2 Notice Accepting Bids for Paving Services
 - D.3 Notice Accepting Applications Street Department Laborer
 - D.4 FOIA Request from SBA Communication re: Applications for New Cellular Tower
 - D.5 Order & Notice of Special Election for Continuation of the Charles Gibson Public Library Excess Levy
 - D.6 Charles Gibson Library Director’s Report-August 2024

- E. Consent Agenda**
 - E.1 Approval of Minutes Regular Meeting 08/01/24, Special Joint Session with SYCC BOD’s 07/11/24
 - E.2 Approval of Building and Wiring Permits
 - E.3 Approval of Payment of the Bills

- F. Strategic Issues for Discussion and/or Vote**
 - F.1 Approval Enterprise Lease Street Department Truck
 - F.2 Approval Ord 470 Adoption of Policy: Liability Insurance for Reserved Use of City Facilities for Events Open to the Public-1st Reading
 - F.3 Appointment of Working Committee to Research Regarding Short Term Rentals Regulations
 - F.4 City of Buckhannon Appointments -Planning Commission & Fire Civil Service Commission
 - F.5 Approval COB Purchase the remaining WAMSB Souvenir Items for COB Promotional Use

- G. Comments and Announcements**
 - G.1 Pamela Bucklew
 - G.2 David McCauley
 - G.3 Jack Reger
 - G.4 David Thomas

G.6 Robert Zuliani
G.7 Randall Sanders

H. Mayor's Comments and Announcements

I. Adjournment

POSTED 08/12/2024

A1-2. Call to Order: At 7:01 p.m., Mayor Robbie Skinner called the August 15, 2024, regular meeting of the Buckhannon City Council to order. This was followed by a Moment of Silence and the Pledge to the Flag.

B. Recognized Guests:

B.1 None per agenda

At 7:03 p.m., Thomas/Reger motioned to open the floor to those who had signed in tonight requesting to make public comments. The motion carried.

Mayor Skinner recognized Joe Carrico of the Upshur County Firefighters Association. He requested that the Buckhannon City Council agree to meet with his organization, the Upshur County Commission, and any other entities who may have an interest in the possible implementation of the City's First-Due Fire Fee. He believes that alternatives exist that, if implemented, would replace the need for the City to implement a First-Due Fire Fee. A discussion took place. Mayor Skinner asked the other members of the City Council how they felt about meeting with the groups Mr. Carrico mentioned, and Mr. Thomas thought we should do so with no objections from the remainder of the Council. Recorder suggested that such a meeting be held at the Public Safety Complex. The City will explore possible dates, times, and locations.

Mayor Skinner then recognized Abigail Wiernik, who spoke on the strategic item **F.2 Approval Ordinance No. 470 Adoption of Policy: Liability Insurance for Reserved Use of City Facilities for Events Open to the Public-1st Reading**. She read prepared remarks that included a request for the City Council to consider a waiver for certain events, such as the Really Really Free Market, waiving the requirement to provide event insurance naming the City as an additional insured. Her prepared remarks included several reasons she believed this would enhance the community.

Mayor Skinner then recognized Heather Schneider, who spoke on the strategic item **F.2 Approval Ordinance No. 470 Adoption of Policy: Liability Insurance for Reserved Use of City Facilities for Events Open to the Public-1st Reading**. She read prepared remarks that included several examples of specific people who provide items and services through events like the Really Really Free Market. She also spoke of a waiver for particular events, such as the Really Really Free Market, waiving the requirement to provide event insurance naming the City as an additional insured. She offered a draft of the waiver to the City Council members. She closed by requesting that the City implement the waiver as part of the ordinance.

Liability Insurance Waiver Sample presented and drafted by Heather Schneider:

Event Insurance Waiver

this document is double-sided

Overview

The event insurance requirement for events hosted at a public park varies based on the type of event. Information found below is a summary of information from the City of Buckhannon that relates to the majority of event requests at public parks.

High Risk factors that will result in the city requiring event insurance include, but are not limited to:

Inflatables / "Bounce Houses"
Loaded weapons or pyrotechnics
Alcohol
Petting zoos, pony rides, or live animals other than domestic pets
100+ people

For-profit factors that will result in the city requiring event insurance:

Vendors selling their wares or services
Charging admission or similar fees to the public

Exceptions for event insurance include:

Club meetings and organizational meetings
Celebrations (anniversary parties, birthdays, banquets, luncheons, awards ceremonies)
Meetings of a social, academic, philosophical, philanthropic, or mutual aid nature (other than fundraising)

Event Insurance Waiver

The City of Buckhannon's Consolidated Public Works Board (CPWB) may authorize an Event Insurance Waiver if the gathering is free and low-risk.

Additional Information.

All your questions about events can be answered at the Consolidated Public Works Board (CPWB) Meeting. This meeting generally takes place on the fourth Thursday of every month in the City Council Chambers at City Hall. Representatives from various city departments are usually in attendance to help you facilitate your event. We're here to help.

Questions

circle your response

Will your event have any of the high risk factors listed above? yes no

Will your event have any of the for-profit factors above? yes no

If you answered yes to either or both of the questions above, event insurance is needed.

If you answered no to both of the questions above, you will still need to attend a CPWB meeting to share about your event at which time the board will discuss whether your gathering will be issued an Event Insurance Waiver.

Do you understand that you need to attend a CPWB meeting? yes no

For CPWB use:

Name of group or organization:

CPWB Meeting date they are in attendance:

Event Insurance Waiver: yes no

Additional Notes:

Mayor Skinner then recognized Ava George, who spoke on the strategic item *F.2 Approval Ordinance No. 470 Adoption of Policy: Liability Insurance for Reserved Use of City Facilities for Events Open to the Public-1st Reading*. She is against the proposed ordinance and spoke in support of the Really Really Free Market, and events like it, not having to obtain event insurance naming the City as an additional insured. Mayor Skinner explained why the ordinance is being considered and why event insurance naming the City as an additional insured is already required to use our public parks and the facilities owned by the City of Buckhannon. Further discussion took place.

At 7:33 p.m., Sanders/Reger motioned to close the Public Comments period of the meeting. The motion carried.

C. Department & Board Reports

C.1 Public Works Director Jerry Arnold—Mayor Skinner recognized Ethan Crosten, who presented the Public Works Director report on behalf of Jerry Arnold as follows:

Street:

- The Street Department is planning on paving the base layer of the pickle and basketball courts at the City park this week. We have contacted a new contractor to complete the wearing and final layer of asphalt.
- Crews have been working on clearing riverbank and side street areas of brush around North End.

Waste:

- We are expecting the delivery of 2 new garbage trucks in the next couple of weeks.

Sewer:

- Crews completed the final bore of the Island Avenue Project. All that remains is approximately 50 feet of gravity sewer installation, setting a manhole, and tying in the existing force main.
- We have begun work on the Lower Drive Sanitary Sewer upgrade. This project will replace approximately 1200ft of clay line, 7 manholes, and remove existing lines from under structures.
- The Vicksburg Pump Station is complete. This project included upgrading control panels, telemetry, fencing, and panel boards.

Water:

- Begun working on the Island Avenue upgrade.
- Been dealing with several leaks during this dry spell.
- Working on Lead and Copper service surveys.

Engineering:

- ARPA – Tennerton Booster Station – Patterson Pump and Sullivan Environmental Technologies completed the commissioning of the booster station. The Water Department is in the process of rewiring the Mission SCADA control panel. After the rewiring is complete, a three-month trial period of the booster station shall begin
- FEMA Generator Hazard Mitigation Grant No. 1 – An on-site meeting with the Contractor was held on Tuesday, August 13, 2024 to discuss the Plan of Action required to complete the PSC generator project. The contractor is currently in the process of acquiring the necessary materials to complete the Change of Scope work. The anticipated length of construction is two (2) months.
- Gateway West Phase II Construction – The final invoice for reimbursement was submitted on 7-19-24. Once the reimbursement is received, the Project will be completed.
- Charles W. Gibson Library Remediation Project – Nothing new to report.
- WVDOH Transportation Alternative Program (TAP) Morton Avenue – Nothing new to report as I’m waiting for the project agreement from the WVDOH for review and execution and the Notice to Proceed before beginning the detailed design of the Morton Avenue sidewalk and lighting project
- CMH Development Utility Project – The plans, specifications and engineering reports for both the sanitary sewer and waterline extension projects have been submitted to the WV Bureau for Public Health on Wednesday, August 14, 2024 for their review and approval
- Stockert Youth & Community Center Multi-Use Facility Project – Working with Debora in preparing the Bid Package for the replacement of the existing gym’s tile floor with a new vinyl multi-use flooring system. Tentatively looking at the installation of the new floor in mid-December 2024 to mid-January 2025. The removal of the existing tile floor and cleaning of the gym area will be completed by the SYCC. The Bid Package is 85% complete and could be finalized by the end of August 2024.

A Q&A took place with Mr. Crosten regarding yard debris removal, the Morton Avenue project, and the new basketball court flooring at SYCC.

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

Amby report 8-15-24

Balances in the Enterprise Funds July 31, 2024

Waste Collection Board	mm/cking	\$1,795,482	cd/sav \$318,996
			Plus a letter of credit for \$64,000
Water Board	mm/cking	\$1,102,730	work/capital & savings -\$906,998
Sanitary Board	mm/cking	\$897,520	work capital/cds \$463,572
Storm water Fund	mm/cking	\$196,801	

Stockert Youth & Community Center report is enclosed listing attendees for each day of activities. There were 26 days of activity average attendance each day was 48.

Camp Buccaneer summer program for 2024 has ended and After School Program starts next week.

Colonial Arts Center facilitated Art Classes taught by Crystal Brown for four weeks. The total attendees for all classes were 25. Note that funds were contributed by St Joseph Hospital and State Farm that went toward grants for some of the participants.

St Joseph Hospital also are contributing toward live shows to be held at the facility.

Elvis impersonator Robert Keefer will be performing Sunday, September 15 at 2:00 pm. Tickets are available at City Hall or the colonialartscenter.org website and click on tickets. They are \$20 each.

Jul-24						
Start Date	Start Time	End Time	Event	Location	# Attended	
7/01/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	49	>63
7/01/2024	5:30 PM	8:30 PM	Karate	Gym	14	
7/02/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	44	>55
7/02/2024	5:30 PM	6:30 PM	Kickboxing	Gym	11	
7/03/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	42	42
7/05/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	8	8
7/06/2024	7:00 AM	3:00 PM	Building Rental	Gym	75	75
7/07/2024	12:00 PM	2:00 PM	Building Rental	Gym, Lounge, Game Room	37	37
7/08/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	42	>58
7/08/2024	5:30 PM	8:30 PM	Karate	Gym	16	
7/09/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	43	>53
7/09/2024	5:30 PM	6:30 PM	Kickboxing	Gym	10	
7/10/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	27	27
7/11/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	21	
7/11/2024	6:30 PM	8:30 PM	Karate	Gym	14	>35
7/12/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	14	14
7/13/2024	8:00 AM	3:00 PM	Building Rental	Gym	127	127
7/15/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	39	
7/15/2024	5:30 PM	8:30 PM	Karate	Gym	17	>56
7/16/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	40	
7/16/2024	5:30 PM	6:30 PM	Kickboxing	Gym	12	>52
7/17/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	50	50
7/18/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	43	>57
7/18/2024	6:30 PM	8:30 PM	Karate	Gym	14	
7/19/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	36	36
7/20/2024	2:00 PM	4:00 PM	Building Rental	Gym, Lounge, Game Room	33	30
7/22/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	42	>56
7/22/2024	5:30 PM	8:30 PM	Karate	Gym	14	
7/23/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	37	>47
7/23/2024	5:30 PM	6:30 PM	Kickboxing	Gym	10	
7/24/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	41	41
7/25/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	33	
7/25/2024	6:30 PM	8:30 PM	Karate	Gym	14	>47
7/26/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	25	25
7/27/2024	2:00 PM	4:00 PM	Building Rental	Gym, Lounge, Game Room	30	>49
7/27/2024	5:00 PM	7:00 PM	Building Rental	Gym, Lounge, Game Room	19	
7/29/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	44	>60
7/29/2024	5:30 PM	8:30 PM	Karate	Gym	16	
7/30/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	36	>47
7/30/2024	5:30 PM	6:30 PM	Kickboxing	Gym	11	
7/31/2024	7:00 AM	5:30 PM	SYCC Camp Buccaneer	Whole Building	39	39

1289
Average 48
28 days

C.4 Police Chief – Matthew Gregory – Mayor Skinner recognized BPD Chief Matthew Gregory, who provided details on the following:



Buckhannon Police Department

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



City Council Report

8/15/24

1. The police department has been going through its Year 3 Web Assessment with CALEA over the course of the last 2 weeks. We are currently awaiting the assessor's report.
2. The police department continues to accept applications for police officer. The deadline to accept applications is Friday, August 30, 2024.
3. The police department will host RAs from WVWC on Friday, August 16 to discuss roles and responsibilities, as well as safety information.
4. Several of our officers continue to undergo specialized training in a continued effort toward CALEA compliance with training. On August 14, two of our officers completed Field Training Officer training and are now certified for this type of training.
5. Erica Bennett, our Peer Liaison, continues to do good work in the community. I plan on having her come to Council in the next couple of months to give a more detailed report.
6. As the VIPS program approaches its 10 year anniversary this Fall, we continue to see its ranks grow. Presently, there are 3 new applications for membership and we are always on the lookout for more.

POLICE ACTIVITIES

MONTH: July

YEAR: 2024

ACTIVITIES:

Parking Tickets Issued:

By Parking Enforcement Officer:

By Officers:

TOTAL ISSUED:

Citations Issued:

Misdemeanor Arrests:

Felony Arrests:

Calls Answered:

Complaint Reports:

Accidents Investigated:

Community Policing Hours:

Patrol Mileage:

Chief Gregory updated the Council on the Revision to the Rules & Regulations of the Policemen’s Civil Service Commission:

**City of Buckhannon
Police Civil Service Rules and Regulations Revisions**

The following items within the Police Civil Service Rules and Regulations Manual have been revised as of 8/6/2024:

1. **4.12 Special Rules Applicable to Eligible List for Probationary Patrolmen –**

3. A physical ability test as established by Law Enforcement Professional Standards (LEPS) Subcommittee of the Governor’s Committee on Crime, Delinquency and Corrections. The physical ability test may be waived at the discretion of the commission for persons already certified as police officers.

4. Removed the requirement for oral examination

Added that once a conditional offer is extended to an applicant, prior to appointment, the following tests are required of the applicant:

Polygraph examination

Psychological examination

Medical exam – was removed from #2 where it was required of all applicants to the section of tests required of applicants who have received a conditional offer of employment.

This item was placed after point e.

2. Removed notes concerning city council decisions.

3. Noted the passing score for original appointment is 70%

4. Removed provision that Police Civil Service conducts oral interviews of applicants

5. 4.13 Waiver – replaced notification of appointment by Clerk with Police Chief or his/her designee

6. Nominations for Appointment 5.01 b – Replaced FCSC with PCSC

7. Part VI Promotions – Added 6.04 Promotions by Non-Competitive Examination

Those officers who are eligible for the rank of Sergeant and Corporal, respectively, by virtue of their years of service, must submit to the Police Civil Service Commission, in writing, a request to test for said position. The Police Civil Service Commission, upon accepting the letter, will set a date for the test and notify the candidate in writing of the date, time and place of test.

Renumbered other items in Part VI accordingly. Also reflected these changes in Table of Contents.

8. 6.07 – Removed requirement for publishing promotional process in newspaper
9. 6.08 – Clarified that applications for promotion under this section is for competitive examination
10. 6.10 – Clarified scoring procedures for promotional exam are tabulated by 1 point for every year of service, plus the written exam score with a total passing score of at least 70
11. Removed the following:
 - a. Testing and Evaluation Required for Promotion
 - b. Every applicant for promotion who meets the preliminary requirements therefore shall be evaluated by use of the following testing and evaluation procedures:.
 - c. A competitive written examination testing the applicant's suitability for promotion to the vacancy, and
 - d. A qualifying medical examination testing the applicant's general condition of health described more specifically in Section 10.04 herein, and
 - e. An oral examination testing the applicant's qualification for promotion, and PCS no longer interviews.
 - f. A computation of actual length of continuous service with the Buckhannon Police Department computed from the time of his or her more recent appointment to said Department. Such computation shall accurately reflect the total length of service in years, months and days.
 - g. Each applicant for a promotion shall be required to be deemed qualified with regard to the testing and evaluation procedure. The Commission shall determine, in its discretion, the level of achievement necessary to so qualify.
 - h. Upon completion of the testing and evaluation procedures, candidates for promotion who have been qualified for promotion by achieving a qualifying result shall be ranked in order of merit, using the following formula:
 - i. Written examination: Fifty percent (50%) of total weight for ranking purposes;
 - j. Oral examination: Twenty-Five percent (25%) of total weight for ranking purposes. Three (3) points shall be deducted for each twelve (12) hour day of suspension, if any, within the previous three (3) years;
 - k. Seniority: Twenty-Five percent (25%) of total weight for ranking purposes.
 - l. The list of applicants, who qualify for promotion, when so ranked by the Commission, shall constitute the list of eligibles from which the appointing authority shall award promotions in order of merit.
12. Part X – Removed any reference to interviews being conducted by the PCSC
13. Part X Replaced – “Before proceeding to answer the questions in the examination, each competitor shall be required to complete and sign a declaration sheet, giving full name and address and such other information as the Commission may require and to seal the same in an official envelope. The envelope and the papers of the candidate shall be marked by him with an identical number. At the close of the examination the envelope shall be places in a sealed package and deposited in a safe place and the package shall be opened for identification of the papers only after the marking has been completed on all of the papers. Any paper bearing the name of the candidate or any other identification mark shall be rejected and specific announcement of this provision shall be made at the beginning of the examination.” with “Testing guidelines, including pre-test procedures as established by the adopted test format shall be followed.”
14. Part X – clarified that grading is done by test company, not commissioners
15. Part X – clarified that passing score is 70

16. Part X – Removed

10.03 General Rules Relating to Conduct of Oral Examinations

- a. As a part of the evaluation process, each applicant for original appointment shall be administered an oral examination by the Commission.
- b. At such oral examination, a quorum of the Commission shall be present.
- c. Oral examinations shall test the following:
 1. The applicant’s ability to communicate with others;
 2. Whether the applicant’s appearance is suitable for the position to which such applicant aspires;
 3. The applicant’s motivation and interest in the Police Department;
 4. The general knowledge, attitude and poise of the applicant;
 5. The leadership ability and supervisory potential of the applicant;
 6. Such other qualities as the Commission may determine. In all cases, the Commission shall administer oral examinations and interviews in a fair and impartial manner. In no event, shall applicants be discriminated against on account of sex, race, creed, color or political or religious opinions or affiliations except insofar as the provisions of Chapter 8, Article 14, Section 19 of the West Virginia Code may be applicable.
- d. Each applicant shall be required to pass the oral examination administered under the provisions of this section. A passing level shall be deemed to be that level of achievement which indicates to the Commission that the applicants taking the examination possess the requisite skills and knowledge to perform to duties of persons holding the positions for which application is being made.

17. 10.03 – Removed Medical Examinations

The Commission or appointing authority shall cause each applicant for appointment or promotion to a position, prior to appointment for promotion, to undergo a medical examination. The medical examiner must certify that an applicant is free from any bodily or mental defect, deformity or disease which might incapacitate him or her from the performance of the duties of the position desired and that the applicant meets the specific physical and medical requirements which the Commission may promulgate. The examination may be given prior or subsequent to the written competitive examination at the discretion of the Commission.

18. 10.03 – Removed Certification of Fitness

Each applicant shall be required to be deemed by the medical doctor administering such examinations to be fit for service on the Buckhannon Police Department and the rank or position to which the applicant aspire

19. Removed “APPENDIX Selected Statutory Provision to Chapter 8, Article 14 of the West Virginia Code”

A Q&A with Chief Gregory took place.

C.5 City Attorney—Tom O’Neill: Mayor Skinner recognized City Attorney Tom O’Neill, who reported the following (“He” refers to Mr. O’Neill): The Walk Trail survey, as part of the WVWC property swap is moving along, and the surveyor's work is done for this part. Also, the ordinance for vacating the alleys that are a part of the swap should be ready for its 2nd reading by the next City Council meeting.

D. Correspondence & Information: – The Mayor reviewed the following with the Council:
D.1 Notice Accepting Bids for Buckhannon Fire Department Breathing Apparatus (SCBA)

CITY OF BUCKHANNON

ACCEPTING SEALED BIDS FOR BUCKHANNON FIRE DEPARTMENT BREATHING APPARATUS

The City of Buckhannon will be accepting sealed bids for breathing apparatus for the Buckhannon Fire Department.

Sealed bids will be received until August 23, 2024 at 11:00 am in Buckhannon City Hall, 70 E. Main St, Buckhannon, WV 26201. All bids will be sealed and clearly marked “Sealed Bid for Buckhannon Fire Department Breathing Apparatus.”

A complete bid packet may be obtained at Buckhannon City Hall, 70 East Main Street, Buckhannon, WV 26201 from 8:30 am to 4:30 pm, Monday –Friday.

The City of Buckhannon has the right to reject any and all bids.

Contact City Hall at 304-472-1651 with any questions.

D.2 Notice Accepting Bids for Paving Services

CITY OF BUCKHANNON ACCEPTING BIDS FOR PAVING SERVICES

The City of Buckhannon will be accepting bids for paving services. Bids will be received until Tuesday, September 3, 2024, by 1:00 pm, at which time the bids will be opened.

A complete bid packet may be obtained at Buckhannon City Hall, 70 East Main Street, Buckhannon, WV 26201 from 8:30 am to 4:30 pm, Monday –Friday.

Please direct all questions to Ethan Crosten, at (304) 472-4443, ext. 1000

The City of Buckhannon has the right to reject any and all bids.

D.3 Notice Accepting Applications Street Department Laborer

CITY OF BUCKHANNON STREET DEPARTMENT ACCEPTING APPLICATIONS

The City of Buckhannon Street Department is accepting applications until Friday, August 30, 2024 for the position of one full-time laborer. Construction experience will be preferred. Benefits include health insurance and participation in Public Employee Retirement System.

Candidates

- Must be 18 years of age or older.
- Possess a valid WV driver license
- Possess a High School diploma or equivalent
- Must be in good physical condition. This job includes but is not limited to lifting, climbing, mowing and weed eating.

Eligible candidates will be subject to a background check and drug test. Applications may be obtained at City Hall, 70 E Main St, Buckhannon WV, Mon-Fri 8:30 am to 4:30 pm.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons.

Amberle Jenkins
Assistant Recorder
City of Buckhannon

D.4 FOIA Request from SBA Communication re: Applications for New Cellular Tower

Fwd: FOIA 7-11-24 (City of Buckhannon, WV)

1 message

Amberle Jenkins <ambyjenkins@buckhannonwv.org>
Reply-To: ambv.i@buckhannonwv.org

Sun, Jul 14, 2024 at 1:12 PM

3>

----- Forwarded message -----

From: 'Alara Stephens' via FOIA Requests <foia@buckhannonwv.org>
Date: Thu, Jul 11, 2024 at 2:21 PM
Subject: FOIA 7-11-24 (City of Buckhannon, WV)
To: foia@buckhannonwv.org <foia@buckhannonwv.org>
Cc: Rodney Patrick <RPatrick@sbsite.com>

Good afternoon!

Please consider this as my FOIA.

I am looking to:

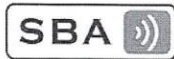
- Obtain copies of application/site plan for possible proposed new cellular tower that may have been submitted/processing within the city between: 5/1/24 - Current.

Thank you for your time!

Warm regards,

Alara Stephens

Zoning Administrator II



SBA Communications Corporation

D.5 Order & Notice of Special Election for Continuation of the Charles Gibson Public Library Excess Levy

ORDER AND NOTICE OF SPECIAL ELECTION FOR CONTINUATION OF THE CHARLES GIBSON PUBLIC LIBRARY EXCESS LEVY

That at a regular meeting of the Council of the City of Buckhannon, State of West Virginia, held on August 1, 2024 as provided by law, the following order was made and entered of record, to wit:

The Council of the City of Buckhannon being of the opinion that the maximum levies for current expenses authorized by Article 8, Chapter 11, of the Code of West Virginia, as amended, will not provide sufficient funds for the payment of current expenses of the Charles Gibson Public Library, including expenditures for the purpose or purposes hereinafter set forth, and that an election should be held to continue such levies under the provisions of Section 16, Article 8, Chapter 11 of the Code, as amended, it is hereby ordered:

The purposes for which additional funds are needed is to equip, maintain and operate the CHARLES GIBSON PUBLIC LIBRARY.

That the approximate annual amount for each purpose after a 3.5% allowance for discounts, delinquencies, exonerations and uncollectible taxes is \$115,318

That the separate and aggregate assessed valuation of each class of property within the City of Buckhannon is:

Class I	\$ 0.0
Class II	\$ 82,249,438
Class IV	\$158,042,393

That the proposed additional rate of levy in cents per one hundred dollars of assessed valuation on each class of property is:

Class I property	1.5 cents
Class II property	3 cents
Class IV property	6 cents

That the proposed years to which the additional levy shall apply are fiscal years beginning July 1, 2026; July 1, 2027; July 1, 2028; July 1, 2029; July 1, 2030 for the purpose of equipping, maintaining and operating the CHARLES GIBSON PUBLIC LIBRARY.

That the City of Buckhannon will not issue bonds upon approval of the proposed levy.

That in the event the Charles Gibson Public Library would cease operation, the Buckhannon City Council would determine expenditure of levy funds.

The question of such additional levy shall be submitted to a vote at a General Election to be held on November 5, 2024.

That notice calling such election shall be given by the publication of this order at least once each week for two successive weeks before said election is held. All the provisions of the laws concerning general elections shall apply as far as they are practicable, except that a separate ballot shall be used at such election when held in connection with any other election.

That the ballot to be used at such election shall be the following form:

Wi-Fi Log-In:	74										74
Virt. Conf. Kit:	0										0
Website Users:	161										161

Money Drawer Report

	May	June	July
Donations:	\$44.08	\$40.98	\$45.71
Memorials/Restricted :	\$0.00	\$0.00	\$0.00
Copies:	\$95.45	\$37.75	\$160.25
Faxes:	\$58.10	\$17.00	\$47.50
Book Sale:	\$0.00	\$0.00	\$0.00
Billed / Lost Mats:	\$27.38	\$25.00	\$18.98
Lamination:	\$2.00	\$0.00	\$0.00
Total:	\$227.01	\$120.73	\$272.44

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 council member (Reger) conflict with E.2.

E.1 Approval of Minutes-Regular Meeting 08/01/24, Special Joint Session with SYCC BOD's 07/11/24

E.2 Approval of Building and Wiring Permits



Permit Fee Report #76290-#76299

08/01/2024 - 08/14/2024

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-Industrial (nonresidential)

76294	Buckhannon Housing Authority-Shop	Hinkle Drive	JD BUILDERS JOSHUA DEAN	Re- Roof Metal	8,200.00	77.90		Yes -If yes attach report		No	N/A	No	
76292	ROUND TEM UP PET GROOMING	6 N SPRING ST		2FT X 2FT HANGING VINYL SIGN ABOVE DOOR. NO ELECTRIC	150.00	15.00		No	8/5/2024	Yes	N/A	No	No
					8,350.00	92.90							

Group Total: 2

Group: Residential (non-commercial)

76298	David Fisher	13 Park St	LEIGH ENTERPRISES LLC	Re-Roof Shingles	11,000.00	121.00		Yes -If yes attach report		No	N/A	No	No
76299	Myrtie Davidson	A2 Boggess Street	SUPERIOR ENVIRONMENTAL/A SBESTOS	Re-Roof Shingles	8,524.00	93.76		Yes -If yes attach report		No	N/A	No	
76296	KIM COWGAR	8 LATHAM ST	RAVEN CONTRACTING	REMOVING METAL ROOFING AND REPLACING WITH SHINGLES	3,800.00	41.80		No		Yes	N/A	No	No
76297	MARK FULLER	9 1/2 CLEVELAND AVE		ADDING PANELS TO THE BACK PORCH FIVE FEET HIGH AS	225.00	10.00					Zone AE	No	

				A BARRIER									
76295	KATIE WOOFTEER	37 N FLORIDA	TRI COUNTY CONSTRUCTION	10X12 REAR DECK (NO ELECTRICAL, NO ROOF) REPLACING WOOD ROT ON FRONT PORCH (NOT CHANGING SIZE)	8,000.00	88.00		No	8/7/2024	No	N/A	No	No
76293	VERONICA TENNEY	129 BARBOUR		SOFFIT AND FASCIA	500.00	10.00		No		No	N/A	No	No
76291	JODI WASHINGTON	226 CAMDEN AVE	B C SERVICES-BILLY CASTO	METAL OVER SHINGLES	8,200.00	90.20		No		No	N/A	No	No
76290	LEAH STANKUS	43 S FLORIDA		WOOD OVER EXISTING CONCRETE STEPS *NOT CHANGING SIZE	250.00	10.00		No		Yes	N/A	No	No
					40,499.00	464.76							

Group Total: 8

Group: Zoning Application Fee

76295	KATIE WOOFTEER	37 N FLORIDA	TRI COUNTY CONSTRUCTION	10X12 REAR DECK (NO ELECTRICAL, NO ROOF) REPLACING WOOD ROT ON FRONT PORCH (NOT CHANGING SIZE)	8,000.00	20.00		No	8/7/2024	No	N/A	No	No
					8,000.00	20.00							

Group Total: 1

					56,849.00	577.66							
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Total Records: 11

8/15/2024

E.3 Approval of Payment of the Bills

AUGUST 1-15-24 GENERAL FUND PAYMENT OF BILLS

\$2,418.88– AXON ENTERPRISE – TASER CARTRIDGES & BATTERIES

\$9,305.62 – J F ALLEN – BLACKTOP FOR RAILROAD CROSSING & STREET DEPT SHOP LOT

\$3,935.15 – ARGOS – BULK CEMENT

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

08-15-2024 12:44 AM DISBURSEMENTS 8-01-24 TO 8-15-24 PAGE: 1
 FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
MAYOR'S OFFICE	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE &	WCN6007140 7-2 TO 8-1-24	3.41	
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF AUG 2024 HEALTH INS	1,783.96	
		409-105-00	MAYOR'S INSURANCE	GF AUG 2024 RETRIEE HEALTH	68.00	
	BUCKHANNON POSTMASTER	409-218-00	MAYOR'S POSTAGE	BILL ADDRESS RETURN AUG 20	50.00	
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	JULY 2024 AA FEES	243.68	
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	JULY 2024 CC FEES	2,494.53	
	MY BUCKHANNON	409-341-00	MAYOR'S SUPPLIES & M	PCRD-YEARLY SUBSCRIPTION	22.25	
	WALMART STORES INC -BUCKHANN	409-341-00	MAYOR'S SUPPLIES & M	CLEANING SUPPLIES	46.56	
		409-341-00	MAYOR'S SUPPLIES & M	PINE SOL PLUG IN REFILLS	70.18	
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	47.66	
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	11.15	
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-COPY PAPER	9.57	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-CHAIR MATS	25.17	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-DESK WALL CALENDAR	4.86	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-FOLDING CHAIR LEG CAP	15.99	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-BLUE PRINTER PAPER	2.91	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-METAL SHELVES AT CITY	124.74	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-PENS	3.49	
		409-341-00	MAYOR'S SUPPLIES & M	PCRD-STENO PADS BATTERIES	116.85	
	USI INSURANCE SERVICES LLC	409-105-00	MAYOR'S INSURANCE	GROUP BENEFIT 1ST INSTALL	130.98	
	AT&T MOBILITY	409-211-00	MAYOR'S TELEPHONE	PCRD-JUL 2024 CELL PHN & G	54.00	
	COLLECTION ACCOUNT 2	409-341-00	MAYOR'S SUPPLIES & M	JULY 2024 RECDESK CC	194.89	
	AUTHORIZE.NET	409-341-00	MAYOR'S SUPPLIES & M	PCRD-JUL 2024 RECDESK CC F	16.65	
	ROSSMAN & CO/PCB CORP	409-341-00	MAYOR'S SUPPLIES & M	JULY 2024 DEBT COLLECTION	2.36	
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	1,591.15	
				TOTAL:	7,134.99	
	COUNCIL	ENCOVA INSURANCE	410-226-00	COUNCIL INSURANCE (P	WCN6007140 7-2 TO 8-1-24	3.41
		JOHN M SLAUGHTER II	410-460-00	CAT CONTROL EXPENSE	JULY 2024 CAT TRAPPINGS (1	320.00
					TOTAL:	323.41
	RECORDER	ENCOVA INSURANCE	411-226-00	INSURANCE/COMPENSATI	WCN6007140 7-2 TO 8-1-24	3.41
				TOTAL:	3.41	
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WCN6007140 7-2 TO 8-1-24	3.41	
	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF AUG 2024 HEALTH INS	1.98	
		413-105-00	TREASURER'S GROUP IN	GF AUG 2024 RETRIEE HEALTH	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			8/01/2024 - 8/15/2024	626.38	
			TOTAL:	689.73		
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WCN6007140 7-2 TO 8-1-24	6.00	
				TOTAL:	6.00	

08-15-2024 12:44 AM DISBURSEMENTS 8-01-24 TO 8-15-24 PAGE: 2
 FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
CITY ATTORNEY	USI INSURANCE SERVICES LLC	417-105-00	CITY ATTORNEY INSURA	GROUP BENEFIT 1ST INSTALL	14.74
				TOTAL:	14.74
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS &	WCN6007140 7-2 TO 8-1-24	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
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	1,646.60
			TOTAL:	1,734.36	
ZONING	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B	WCN6007140 7-2 TO 8-1-24	59.50
	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF AUG 2024 HEALTH INS	413.98
		437-105-00	ZONING HEALTH INS	GF AUG 2024 RETRIEE HEALTH	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
	USI INSURANCE SERVICES LLC	437-105-00	ZONING HEALTH INS	GROUP BENEFIT 1ST INSTALL	58.12
**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	3,000.00	
			TOTAL:	3,680.35	
DATA PROCESSING	LYNX WV INC	439-230-00	DATA PROCESSING	AUG 2024 IT SERVICES	425.00
	OPTIMUM B2B, DEPT. 1264	439-230-00	DATA PROCESSING	AUG 2024 CITY HALL INTERNE	214.63
	GARRETT K SUMMERS	439-230-00	DATA PROCESSING	BITDEFENDER ENDPOINT SECUR	8.25
			TOTAL:	647.88	
CITY HALL	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WCN6007140 7-2 TO 8-1-24	73.09
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF AUG 2024 HEALTH INS	1.98
		440-105-00	CITY HALL JANITOR IN	GF AUG 2024 RETRIEE HEALTH	34.00
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	86.42
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	JUL 2024 CITY HALL PEST IN	33.00
	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 JULY 2024	45.32
		440-216-00	CITY HALL MAINTENANC	CH THEATRE PSC JULY 2024	45.32
		440-216-00	CITY HALL MAINTENANC	CH THEATRE PSC AUG 2024	45.32
		440-216-00	CITY HALL MAINTENANC	AUG 2024 CJ SUCC PSC	45.32
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	2,788.50
				TOTAL:	3,303.80
POLICE	AXON ENTERPRISE, INC.	700-341-00	POLICE DEPT. MAT & S	PCRD-TASER CARTRIDGES	1,198.08
		700-341-00	POLICE DEPT. MAT & S	PCRD-TASER BATTERIES	1,220.80
	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURAN	WCN6007140 7-2 TO 8-1-24	1,161.71
	BRIDGEPORT POLICE DEPARTMENT	700-221-00	POLICE DEPT. TRAININ	FTO COURSE	150.00
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF AUG 2024 HEALTH INS	7,899.78
		700-105-00	POLICE DEPT. GROUP I	GF AUG 2024 RETRIEE HEALTH	340.00
	FBINAA WV	700-221-00	POLICE DEPT. TRAININ	PCRD-FBI NATIONAL TRAINING	124.20
	INTER MOUNTAIN	700-341-00	POLICE DEPT. MAT & S	ADVERTISING - NEW POLICE	875.00
	LOWES BUSINESS ACCOUNTS/SYNC	700-341-00	POLICE DEPT. MAT & S	LIGHT BRACKETS & SOCKETS	14.18
	WDTV-WITHERS BROADCASTING CO	700-341-00	POLICE DEPT. MAT & S	ADVERTISING POLICE OFFICE	464.00
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	CAR WASHES	19.00
	SUNSET GRAPHICS LLC	700-341-00	POLICE DEPT. MAT & S	DECALS - POISON	51.00
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	JULY 2024 COURT FEES	60.00
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	25QCLJ 2022 INTERCEPTOR PY	850.64
		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

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		700-459-00	POLICE DEPT. NEW EQU	25QCPLP 2022 INTERCEPTOR PY	842.04
		700-459-00	POLICE DEPT. NEW EQU	22SFZ4 2018 INTERCEPTOR PY	44.35
		700-459-00	POLICE DEPT. NEW EQU	22SFZ7 2018 INTERCEPTOR PY	44.35
		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	6.00
		700-459-00	POLICE DEPT. NEW EQU	23KNZ9 2020 POLICE INTERCE	706.76
		700-459-00	POLICE DEPT. NEW EQU	23KNZN 2020 POLICE INTERCE	701.54
		700-459-00	POLICE DEPT. NEW EQU	23KNZS 2020 POLICE INTERCE	803.87
	CITIZENS BANK OF WV	700-459-00	POLICE DEPT. NEW EQU	POLICE RADIO PYMT AUG 2024	2,802.39
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,934.05
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	452.30
	AMAZON.COM	700-345-00	POLICE DEPT. UNIFORM	PCRD-UNIFORM PANTS MARK ST	132.98
		700-341-00	POLICE DEPT. MAT & S	PCRD-LED SMART TV	169.99
		700-233-00	POLICE DEPT. CRIMINA	PCRD-10 EXTERNAL HARD DRIV	629.00
		700-341-00	POLICE DEPT. MAT & S	PCRD-PILOT PREMIUM GEL PEN	37.71
	USI INSURANCE SERVICES LLC	700-105-00	POLICE DEPT. GROUP I	GROUP BENEFIT 1ST INSTALL	639.32
	AT&T MOBILITY	700-211-00	POLICE DEPT. TELEPHO	PCRD-JUL 2024 CELL PHN & G	1,278.20
	LEXIPOL	700-221-00	POLICE DEPT. TRAININ	POLICEONE ACADEMY	1,544.62
	ZIP RECRUITER	700-341-00	POLICE DEPT. MAT & S	PCRD-POLICE OFFICER JOB PO	240.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	108.23
	FLYERS ENERGY LLC	700-343-00	POLICE DEPT. AUTO SU	POLICE JULY 2024 FUEL BILL	2,498.71
	PRECISION EXPLOSIVES	700-341-00	POLICE DEPT. MAT & S	PCRD-ODOR PRINT NARCOTICS	270.00
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	61,053.18
				TOTAL:	94,215.75
REGIONAL JAIL	STATE TREASURER CVR LET RJ	705-234-00	REGIONAL FEES	JULY 2024 COURT FEES	40.00
				TOTAL:	40.00
FIRE	WV OFFICE EMERGENCY RESPONSE	706-221-00	FIRE DEPT. TRAINING	PCRD-MARCUS MILLER EMT CER	85.00
	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE	WCN6007140 7-2 TO 8-1-24	1,002.91
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF AUG 2024 HEALTH INS	5,709.82
		706-105-00	FIRE DEPT. GROUP INS	GF AUG 2024 RETRIEVE HEALTH	306.00
	BOUND TREE MEDICAL	706-341-00	FIRE DEPT. MATERIAL	PCRD-CO2 DETECTOR PEDIATRI	42.27
		706-341-00	FIRE DEPT. MATERIAL	PCRD-SAFETY IV SYRINGE ELE	145.48
	LOWES BUSINESS ACCOUNTS/SYNC	706-341-01	VOLUNTEER FIREFIGHTE	SCREWDRIVER, GROOVE PLIER	121.44
	STATE EQUIPMENT INC.	706-341-00	FIRE DEPT. MATERIAL	PCRD-ELASTOSTART SWITCH PR	33.75
		706-341-00	FIRE DEPT. MATERIAL	PCRD-REWIND SPRING	16.78
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	JUL 2024 FIRE DEPT PEST IN	46.00
	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 AUG 2024	4,790.11
	HERITAGE FIRE EQUIPMENT LLC	706-343-00	FIRE DEPT. AUTO SUPP	AIR TANK, SHIPPING	164.98
	CASEYEARL'S	706-345-00	FIRE DEPT. UNIFORMS	PCRD-SHIRTS JB KIMBLE	153.10
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-PANTS & SHIRTS J FLAN	126.74
		706-345-00	FIRE DEPT. UNIFORMS	PCRD-SHIRT & BOOTS J FLANI	184.00
	TRIPLE K KUSTOMZ	706-343-00	FIRE DEPT. AUTO SUPP	OIL CHANGE SERVICE TIRE R	124.95
	WALMART STORES INC -BUCKHANN	706-341-00	FIRE DEPT. MATERIAL	PCRD-BATTERIES TAPE BRING	225.12
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,275.00
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	298.17
	AMAZON.COM	706-345-00	FIRE DEPT. UNIFORMS	PCRD-DUTY BOOT JB KIMBLE	184.95
		706-216-00	FIRE DEPT. MAINTENAN	PCRD-3WAY SWITCHES FOR SIR	13.99
		706-341-00	FIRE DEPT. MATERIAL	PCRD-WELDING CART	164.99
		706-341-00	FIRE DEPT. MATERIAL	PCRD-PAPER HIGHLIGHTERS FO	223.57
	USI INSURANCE SERVICES LLC	706-105-00	FIRE DEPT. GROUP INS	GROUP BENEFIT 1ST INSTALL	406.84

08-15-2024 12:44 AM

DISBURSEMENTS 8-01-24 TO 8-15-24

PAGE: 4

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	PCRD-JUL 2024 GEOTAB BILL	190.28
	BADGE & WALLET	706-341-00	FIRE DEPT. MATERIAL	PCRD-PROBATIONARY BADGE FL	95.00
		706-341-00	FIRE DEPT. MATERIAL	PCRD-NAME TAG FLANIGAN	23.00
	FLYERS ENERGY LLC	706-343-00	FIRE DEPT. AUTO SUPP	FIRE JULY 2024 FUEL BILL	973.52
	GRAPHITE STORE	706-216-00	FIRE DEPT. MAINTENAN	PCRD-CARBON BRUSHES FOR SI	88.70
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	40,490.26
				TOTAL:	58,423.30
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	14.89
		750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	903.82
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	823.53
	FISHER AUTO PARTS INC	750-343-00	STREET DEPT. AUTO SU	2-GAL ATF FOR S-15	54.48
		750-343-00	STREET DEPT. AUTO SU	BATTERY FOR TRACTOR	153.10
	WV PAGING	750-341-00	STREET DEPT. MAT & S	PAGER SERVICE FEE	23.00
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN	WCN6007140 7-2 TO 8-1-24	996.01
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF AUG 2024 HEALTH INS	6,113.84
		750-105-00	STREET DEPT. GROUP I	GF AUG 2024 RETRIEVE HEALTH	306.00
	J F ALLEN CO	750-461-00	STREET PAVING	BLACKTOP FOR RAILROAD CRO	2,605.70
		750-461-00	STREET PAVING	BLACKTOP FOR SHOP LO	6,699.92
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	OIL PUMP TURBO HOSE	1,067.03
		750-343-00	STREET DEPT. AUTO SU	CORE DEPOSIT	367.00-
		750-343-00	STREET DEPT. AUTO SU	CONNECTOR FOR S 15	28.74
		750-343-00	STREET DEPT. AUTO SU	HYD OIL & FUNNEL BIG EXCA	65.04
	LOWES BUSINESS ACCOUNTS/SYNC	750-341-00	STREET DEPT. MAT & S	PAINT & SUPPLIES	64.56
		750-341-00	STREET DEPT. MAT & S	BOTTLED WATER & TAPE	387.39
		750-341-00	STREET DEPT. MAT & S	REFLECTORS FOR PARKING	6.62
		750-341-00	STREET DEPT. MAT & S	TREATED LUMBER & MUD	111.03
		750-343-00	STREET DEPT. AUTO SU	2X12X16 BOAR FOR S10	20.67
		750-458-05	STREET DEPT PROJECTS	PAVER SAND FOR MADISON ST	102.52
	STATE EQUIPMENT INC.	750-459-00	STREET DEPT. CAPITAL	HEDGE TRIMMER ATTACHMENT	279.99
	SEALCOAT CONCEPTS LLC	750-341-00	STREET DEPT. MAT & S	PANTIED HANDI CAP SPACES	500.00
	SYLVESTER W. LOWTHER	750-343-00	STREET DEPT. AUTO SU	HYD HOSES FOR S-19	280.51
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	25QBZJ 2022 RAM 1500 PYMT	426.56
		750-459-00	STREET DEPT. CAPITAL	22GWHW 5500 CHASSIS DUMP T	78.11
		750-459-00	STREET DEPT. CAPITAL	23P226 2020 RAM 2500	690.58
		750-459-00	STREET DEPT. CAPITAL	23P47T 2020 RAM 2500	684.15
	TRACTOR SUPPLY CREDIT PLAN	750-343-00	STREET DEPT. AUTO SU	PCRD-SEAT & PAINT FOR PAVE	203.97
		750-341-00	STREET DEPT. MAT & S	PCRD-WEED KILLER & SPRAYER	79.98
		750-341-00	STREET DEPT. MAT & S	PCRD-FUEL TANK TRANSFER HO	54.99
	STEVEN C RODEHEAVER	750-341-00	STREET DEPT. MAT & S	SHOVELS & SCRAPER	294.00
	WALMART STORES INC -BUCKHANN	750-343-00	STREET DEPT. AUTO SU	PCRD-10W30 MOTOR OIL	69.44
	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	1,167.09
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	272.96
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-PVC PIPE REAMER	100.67
		750-341-00	STREET DEPT. MAT & S	PCRD-CORDLESS BRAD NAILER	299.99
		750-341-00	STREET DEPT. MAT & S	PCRD-FIRE EXTINGUISHER SIG	56.39
		750-341-00	STREET DEPT. MAT & S	PCRD-AMERICAN FLAGS FOR MA	479.70
	USI INSURANCE SERVICES LLC	750-105-00	STREET DEPT. GROUP I	GROUP BENEFIT 1ST INSTALL	464.96
	ARGOS USA LLC	750-458-05	STREET DEPT PROJECTS	BULK CEMENT	3,935.15
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERTY PAYMENT MUDL	AUG 2024 PUBLIC WRKS BLDG	9,774.80
	AT&T MOBILITY	750-211-00	STREET DEPT. TELEPHO	PCRD-JUL 2024 CELL PHN & G	461.13
	BENJAMIN LEE ARISMAN	750-341-00	STREET DEPT. MAT & S	2 WEEKS MOWING CITY LOTS	4,080.00
	FREEDOM AG & ENGERY COOPERAT	750-343-00	STREET DEPT. AUTO SU	SPRAYER FOR CONC TRK	11.99

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		750-345-00	STREET DEPT. UNIFORM	BOOTS FOR ANDREW LOUDIN	162.49
		750-458-05	STREET DEPT PROJECTS	GRASS SEED & STRAW MADISO	132.93
	FLYERS ENERGY LLC	750-343-00	STREET DEPT. AUTO SU	STREET JULY 2024 FUEL BILL	3,548.85
	CINTAS	750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS	192.16
		750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS	192.88
		750-345-00	STREET DEPT. UNIFORM	T/S UNIFORMS	65.72
		750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS	193.03
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	34,799.07
				TOTAL:	84,248.63
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	6,748.22
		751-213-00	STREET LIGHTS	110 151 101 430 99 W MAIN	179.29
				TOTAL:	6,927.51
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT 119	102.26
		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 624 RT 20 BK	60.04
		752-213-00	TRAFFIC SIGNALS POWE	110 081 822 063 W MAIN ST	41.21
		752-213-00	TRAFFIC SIGNALS POWE	110 088 820 243 MAIN ST	46.36
		752-213-00	TRAFFIC SIGNALS POWE	110 080 768 291 E MAIN ST	31.72
				TOTAL:	281.59
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	JULY 2024 HOTEL TAX	4,561.66
				TOTAL:	4,561.66
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	JULY 2024 HOTEL-MOTEL TAX	10,563.87
				TOTAL:	10,563.87
ARTS-THEATRE	MON POWER	906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	552.77
	ENCOVA INSURANCE	906-226-00	CAC INSURANCE & BOND	WCN6007140 7-2 TO 8-1-24	3.41
	WV PUBLIC EMPLOYEES INSURANC	906-105-00	CAC HEALTH INS	GF AUG 2024 HEALTH INS	485.98
		906-105-00	CAC HEALTH INS	GF AUG 2024 RETRIEE HEALTH	34.00
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	40.64
	LOWES BUSINESS ACCOUNTS/SYNC	906-450-01	THEATRE BLDG	PCRD-NUT DRIVER	28.50
	DEBORAH ORSBURN	906-341-00	CAC SUPPLIES & EXPEN	PCRD-DOMAIN RENEWAL CAC .C	192.00
	DODSON BROS EXTERMINATING CO	906-216-00	THEATRE MAINTENANCE/	JUL 2024 THEATRE PEST INSP	100.00
	CITIZENS BANK OF WV	906-459-00	THEATRE CAPITAL	CAC SEATING AUG 2024	5,220.65
	WALMART STORES INC -BUCKHANN	906-341-00	CAC SUPPLIES & EXPEN	PCRD-FOLDING TABLES FOR CA	229.76
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	54.57
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	12.77
	AMAZON.COM	906-341-00	CAC SUPPLIES & EXPEN	PCRD-ART SUPPLIES FOR ART	135.11
	FRONTIER	906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	130.84
	CINTAS	906-216-00	THEATRE MAINTENANCE/	CH THEATRE PSC JULY 2024	28.84
		906-216-00	THEATRE MAINTENANCE/	CH THEATRE PSC JULY 2024	28.84
		906-216-00	THEATRE MAINTENANCE/	CH THEATRE PSC AUG 2024	28.84
		906-216-00	THEATRE MAINTENANCE/	AUG 2024 CJ SUCC PSC	28.84
	QRFY	906-341-00	CAC SUPPLIES & EXPEN	PCRD-QR CODE ANNUAL PLAN	119.94
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	1,227.92
				TOTAL:	8,684.22
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 161 100 208 MAIN ST	43.12
	CASTO AND HARRIS	907-341-00	MATERIALS & SUPPLIES	SYCC 2024 MINUTE BOOK	224.32
	LEAF	907-341-01	OPERATING EXPENSES	COPIER LEASE	170.74
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WCN6007140 7-2 TO 8-1-24	140.10
	J T MARTIN COMPANY INC	907-341-00	MATERIALS & SUPPLIES	INSPECTION OF FIRE EXTING	123.00

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		907-341-00	MATERIALS & SUPPLIES	RECHARGE EXTINGUISHERS	304.80
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF AUG 2024 HEALTH INS	3,692.88
		907-105-00	GROUP INSURANCE	GF AUG 2024 RETRIEE HEALTH	204.00
	DHHR	907-360-00	CAMP BUCANNEER SUPPL	PCRD-BACKGROUND CHECK LISA	25.00
	WALMART STORES INC -BUCKHANN	907-341-00	MATERIALS & SUPPLIES	OFFICE SUPPLIES	23.78
		907-341-00	MATERIALS & SUPPLIES	PCRD-INK CARTRIDGE	23.92
		907-360-00	CAMP BUCANNEER SUPPL	CAMP SUPPLIES	20.03
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	768.45
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	179.69
	APRIL E SMALL	907-368-01	ZUMBA	KICK BOXING	132.00
	AMAZON.COM	907-360-00	CAMP BUCANNEER SUPPL	PCRD-CUPS	22.88
	USI INSURANCE SERVICES LLC	907-105-00	GROUP INSURANCE	GROUP BENEFIT 1ST INSTALL	116.24
	LYNX WV INC	907-213-00	UTILITIES	SYCC AUG 2024 INTERNET SER	145.00
	AT&T MOBILITY	907-211-00	TELEPHONES	PCRD-JUL 2024 GEOTAB BILL	39.91
	DAWN WEBB	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTOR	324.00
	SAMS CLUB	907-360-00	CAMP BUCANNEER SUPPL	PCRD-CAMP BUCCANEER SUPPLI	564.04
	CINTAS	907-216-00	MAINTENANCE	SYCC JULY 2024	58.20
		907-216-00	MAINTENANCE	SYCC JULY 2024	58.20
		907-216-00	MAINTENANCE	SYCC AUG 2024	58.20
	COAL COUNTRY MINIATURE GOLF	907-360-00	CAMP BUCANNEER SUPPL	PCRD-MINI GOLF FIELD TRIP	273.00
	UPSHUR VILLAGE CINEMAS	907-360-00	CAMP BUCANNEER SUPPL	PCRD-FIELD TRIP TO MOVIE T	285.00
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	21,360.70
				TOTAL:	29,381.20
CONVENTION CENTER	ENCOVA INSURANCE	910-226-00	INSURANCE & BONDS	WCN6007140 7-2 TO 8-1-24	3.41
	LOWES BUSINESS ACCOUNTS/SYNC	910-341-00	EVENT CENTER SUPPLIE	CARPET CLEANER FOR EVENT C	108.12
	WALMART STORES INC -BUCKHANN	910-341-00	EVENT CENTER SUPPLIE	PCRD-PITCHERS FOR EVENT CE	9.72
	INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	0.55
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	0.13
	AT&T MOBILITY	910-213-00	UTILITIES-ADJUTANT G	PCRD-JUL 2024 CELL PHN	50.72
	**PAYROLL EXPENSES			8/01/2024 - 8/15/2024	8.78
				TOTAL:	181.43
PUBLIC SAFETY	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	99.55
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	JUL 2024 POLICE PEST INSEPE	47.00
	LYNX WV INC	976-213-00	SAFETY COMPLEX UTILI	JULY 2024 PD WATCH GUARD	150.00
		976-213-00	SAFETY COMPLEX UTILI	AUG 2024 PD WATCH GUARD	150.00
	CUMMINS SALES & SERVICE FAIR	976-216-00	SAFETY COMPLEX MAINT	3QTR 2024 GENERATOR MAINT	526.66
	CINTAS	976-216-00	SAFETY COMPLEX MAINT	CH THEATRE PSC JULY 2024	17.51
		976-216-00	SAFETY COMPLEX MAINT	CH THEATRE PSC JULY 2024	17.51
		976-216-00	SAFETY COMPLEX MAINT	CH THEATRE PSC AUG 2024	17.51
		976-216-00	SAFETY COMPLEX MAINT	AUG 2024 CJ SUCC PSC	17.51
				TOTAL:	1,043.25

McCauley/Zuliani motioned to approve the Consent Agenda items E.1, Special Joint Session with SYCC BOD's 07/11/24 only, and E.3 as presented. The motion carried unanimously.

McCauley/Sanders 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 Approval Enterprise Lease Street Department Truck—Ethan Crosten explained that the Street Department has a 2005 F550 truck with a dump bed ready to be traded out

because of its deteriorating condition. The department would like to lease a new F550 with a roll-off hook to enable various specialty beds that can be interchanged. If this works out well, we can eliminate certain vehicles from future City fleets by using this type of truck that can be fitted for different needs. To lease the new F550, we can trade our old one for an estimated value of between \$7,000 and \$10,000, plus a downpayment of \$18,500, which is 50% of the cost of the hook. We will then have a monthly payment of \$1,647.14 for 72 months.

Sanders/McCauley motioned to approve the lease of a new F550 with a roll-off hook anticipating the trade of our old F550 for an estimated value of between \$7,000 and \$10,000, plus a downpayment of \$18,500, which is 50% of the cost of the hook, and a monthly payment of \$1,647.14 for 72 months. The motion carried.

F.2 Approval Ordinance No. 470 Adoption of Policy: Liability Insurance for Reserved Use of City Facilities for Events Open to the Public-1st Reading—Mayor Skinner recognized City Attorney Tom O’Neill, who read the ordinance by title and then provided an overview of the ordinance. A discussion took place regarding the ordinance and the presentations by those in attendance who were recognized during the public comment period and had the opportunity to express their views on the ordinance. Possible alternatives to the ordinance were discussed, and it was noted that these scenarios had been discussed several times at various Consolidated Public Works Board meetings, including one attended by the City of Buckhannon’s insurance agency representative and the City Attorney. After those discussions, it was determined that event liability insurance would still have to be required and memorialized in the ordinance.

Sanders/Reger motioned to approve Ordinance No. 470, Adoption of Policy: Liability Insurance for Reserved Use of City Facilities for Events Open to the Public on its 1st Reading. The motion carried unanimously.

ORDINANCE NO. 470 OF THE CITY OF BUCKHANNON, AN ORDINANCE REQUIRING THE USERS OF CITY PROPERTY PURSUANT TO THE POLICIES OF THE CITY, INCLUDING THE CITY’S PARKS AND STOCKERT YOUTH AND COMMUNITY CENTER, TO SECURE LIABILITY INSURANCE PROVIDING COVERAGE FOR ANY EVENTS ADVERTISED OR OPEN TO THE PUBLIC, PROVIDING FOR EXEMPTIONS, AND SETTING AN EFFECTIVE DATE.

WHEREAS, the City of Buckhannon offers the use of certain of its facilities – including but not limited to the City’s parks, theater, Event Center, and Stockert Youth and Community Center – to members of the public, including organizations, for meetings, shows, or other events; and,

WHEREAS, the City feels that providing opportunities for such outside individuals and organizations is an important amenity for the City to provide; and,

WHEREAS, many individuals and groups have used city facilities for public and private events over the years, to the benefit of the greater Buckhannon-Upshur community; and,

WHEREAS, the policies of the City have been to require organizers of events held on city property to – in appropriate circumstances – maintain liability insurance coverage to protect against potential losses or damages arising from such events, and to protect against the City’s exposure to losses or damages arising from the acts or omissions of the respective event organizers, and,

WHEREAS, the Council of the City of Buckhannon feels that the current practice of requiring liability insurance coverage should be memorialized by ordinance; and,

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

ARTICLE I – INSURANCE COVERAGE REQUIRED FOR CERTAIN EVENTS:

a) Whenever any individual or group – whether incorporated, organized, unincorporated, or unorganized – shall request the use of a city-owned property for an event under the individual's or group's direction, the event organizer shall – as an express precondition for the use of such city facility – secure event liability insurance from an insurance carrier authorized to do business in the State of West Virginia, in an amount designed to provide sufficient coverage for foreseeable losses and damages arising from the event, which amount shall be approved by the City acting through its Director of Finance or such other designee as the Mayor may identify.

b) Whenever any insurance policy as required in subsection (a) shall be secured, the event organizer shall – also as an express precondition for the use of such city facility – name the City of Buckhannon as an additional insured under the event policy. The event organizer shall tender to the City a Certificate of Insurance establishing the City's coverage upon the reasonable demand of the Director of Finance.

c) Failure by the event organizer to comply with the requirements of this Article shall result in a forfeit of any facility reservation, and cancelation of the event.

ARTICLE II - EXEMPTIONS

a) The requirements of Article I may be waived by the Director of Finance when an event organizer is:

- 1) An entity of the City of Buckhannon, or another political subdivision of the State of West Virginia.
- 2) The State of West Virginia, or any of its agencies.
- 3) The United States of America, or any of its agencies.

b) The requirements of Article I may be waived by the Director of Finance when a proposed event is entirely private; that is, an event that is not advertised or open to the general public, or the attendance at which is determined by the event organizer to be by invitation only; *Provided*, that the requirements of Article I shall not be waived for a private event when that event presents a sufficient risk of loss in the opinion of the Director of Finance as to justify the protection afforded by third-party liability insurance, especially when an event may include the serving of alcoholic or other intoxicating substances.

ARTICLE III - EFFECTIVE DATE: This Ordinance shall be deemed effective thirty (30) days following the second (2nd) reading, passage and adoption by the Council of the City of Buckhannon, i.e., October 5, 2024.

FIRST READING: August 15, 2024
SECOND READING, PASSAGE AND ADOPTION: September 5, 2024

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 470 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on September 5, 2024.

Randall H. Sanders, City Recorder

F.3 Appointment of Working Committee to Research Regarding Short-Term Rentals Regulations—Mayor Skinner offered the following individuals to serve on the Working Committee to Research Short-Term Rental Regulations: Scott Randall, Megan Smith, Tom O’Neill (as Chair), Shauna Jones, Carolyn Blend, Diane Post, and Don Nestor.

Thomas/Zuliani motioned to approve naming Scott Randall, Megan Smith, Tom O’Neill (as Chair), Shauna Jones, Carolyn Blend, Diane Post, and Don Nestor to the City of Buckhannon’s Working Committee to Research Regarding Short-Term Rentals Regulations. The motion carried.

F.4 City of Buckhannon Appointments -Planning Commission & Fire Civil Service Commission—Mayor Skinner offered the following individuals to serve on the Planning Commission: Crystal Burnside Shaw and the Fire Civil Service Commission Cody Martin.

McCauley/Sanders motioned to approve naming Crystal Burnside Shaw to serve on the Planning Commission and Cody Martin to serve on the Fire Civil Service Commission. The motion carried.

F.5 Approval City of Buckhannon Purchase the remaining WAMSB Souvenir Items for COB Promotional Use—Mayor Skinner deferred to City Recorder Sanders, who explained that the WAMSB Buckhannon Host Committee Inc. has several items left over from the gift shop specific to the WAMSB 2023 World Championships event that was hosted by Buckhannon. He provided the different items to the City Council for review and reviewed the inventory of items that were part of the meeting packet. The WAMSB Buckhannon Host Committee is asking the City of Buckhannon to purchase the entire inventory for promotional items and possibly sell from City Hall. The total cost of the items would be \$10,415.10. The WAMSB Buckhannon Host Committee would use the funds to pay bills that are still outstanding from the event, which was created due to the loss of the previously arranged partnership with the Upsher County Scholls, which the WVDOE officials abandoned after they seized control of the Upshur County Schools. A discussion took place.

	A	B	C	D	E
1	The WAMSB Buckhannon Host Committee LLC has the following items left over from				
2	the 2023 WAMSB World Championships, which were hosted in Buckhannon.				
3	The committee proposes to sell the items to the City of Buckhannon, which may				
4	in turn may be offered for sale as souvenir items and/or used as promotional items.				
5	Some items are priced at cost, while others are priced at their retail price (as noted).				
6					
7	WAMSB Merchandise On Hand	Qty	Retail	Total	
8	Wood Plaques (at cost)	28	\$ 30.00	\$ 840.00	
9	Acrylic Plagues (at cost)	16	\$ 20.00	\$ 320.00	
10	Mugs with Logo (retail)	135	\$ 25.00	\$ 3,375.00	
11	Key Rings - Acrylic (retail)	289	\$ 5.00	\$ 1,445.00	
12	Key Rings - Leather (retail)	99	\$ 6.00	\$ 594.00	
13	COB Logo Clear Bags (retail)	90	\$ 10.00	\$ 900.00	
14	T-Shirts - Shirt Sleeve (retail)	31	\$ 20.00	\$ 620.00	
15	T-Shirts - Long Sleeve (retail)	33	\$ 25.00	\$ 825.00	
16	Polos (retail)	6	\$ 40.00	\$ 240.00	
17	Medals with Ribbon Lanyards (at cost)	390	\$ 2.99	\$ 1,166.10	
18	Shopping Bags (at cost)	3000	\$ 0.03	\$ 90.00	
19				\$ 10,415.10	

Reger/Thomas motioned to approve the purchase of all remaining WAMSB Souvenir Items for COB Promotional Use for \$10,415.10. The motion carried with Sanders abstaining.

G. Comments and Announcements

G.1 Pamela Bucklew: Mrs. Bucklew was absent.

G.2 David McCauley: Mr. McCauley had nothing further.

G.3 Jack Reger: Mr. Reger had nothing further.

G.4 Dave Thomas: Mr. Thomas had nothing further.

G.5 Robert Zuliani: Mr. Zuliani asked how much the two garbage trucks cost the Waste Board. Mayor Skinner and Recorder Sanders stated approximately \$150,000 each.

G.6 Randall Sanders: Mr. Sanders had nothing further.

H. Mayor's Comments and Announcements: Mayor Skinner had nothing further.

I. Adjournment

At 8:31 p.m., Thomas made a motion to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____