

**Council of the City of Buckhannon**  
**Public Meeting Agenda**  
**7:00 PM | Thursday, February 6, 2025**  
**Council Chambers | 70 East Main Street**



1. Call to Order
2. Moment of Silent Reflection
3. Reciting of the Pledge of Allegiance
4. Mayor's State of City Address
5. Approval of Previous Meeting Minutes: 01/16/2025
6. Report of Events, Correspondence, and Information
  - a. See Full Listing Included in the Council Packet
7. Public Comment – Motion to Open & Close Requested
8. Recognition of Guests
  - a. West Virginia Wesleyan College Student Senate Wyatt Burns
9. Financial Report – Director of Finance, Amberle Jenkins
  - a. Approval of Bill Payments
10. Public Works Report – Director of Public Works, Ethan Crosten
  - a. Announcement of Selection of the Waste Department Superintendent, Sanitary Department Superintendent & Water Department Superintendent, Designee
  - b. Approval of the 2025 Spring Street Paving Projects Priority List
11. City Fire Department Report – Chief J.B. Kimble
  - a. Approval Annual CFAI Accreditation CPSE Services Offered Policy
  - b. Approval Annual CFAI Accreditation Personnel Response Policy
  - c. Approval Annual CFAI Accreditation Fire Response Standards of Cover
12. City Attorney's Report – Thomas J. O'Neill
13. Old Business Discussions:
  - a. Ordinance #469 – Vacating 3 Alleyways; Property Swap with W.V.W.C.
14. New Business Discussions:
  - a. Approval Building and Wiring Permits
  - b. Event Request Mountaineer Area Council Scouting Food Drive – Door to Door
  - c. Recommendation from CPWB to RFP Towing Services during Special Events/Parades
  - d. Authorization for the BPD Peer Liaison to use COB Vehicle for Official Duties
  - e. Implementation of Proposed City Hall Employee Classification System
  - f. Approval Salary for Randy Sanders to continue as the Manager of The Event Center at Brushy Fork
  - g. Recommendation from Planning Commission To Explore a Comprehensive Sidewalk Program to Expand Pedestrian Traffic Inside City Limits & Additional Mapping to be Considered for these purposes
  - h. Recommendation from Planning Commission to Explore Working with Upshur County in Developing a Cooperative Effort to Establish & Find Appropriate Funding for the Non-Vehicular Lanes
15. Council Members' Remarks and Announcements
16. Mayor's Remarks and Announcements
17. Declaration of Adjournment



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**18. Report of Events, Correspondence, and Information**

- a. Zoning Board Appeals Memorandum Decision 117 Pocahontas Street
- b. FOIA Request from Global Zoning re; Records Request 293 N. Locust St, Building/Zoning Permits
- c. FOIA Request from American Transparency re; Records Request COB Employee Records 2024 Gross Annual Wages
- d. FOIA Request from Intertek re; Records Request 64 E. Main St. Environmental Site Assessment
- e. FOIA Request from SBA Communications re; Records Request Cell Tower Zoning Applications
- f. Reschedule City Council Meeting date of 03/06/25 due to the Chamber of Commerce Annual Dinner
- g. Notice Advertisement Human Resources Management
- h. Notice Advertisement Information Technology
- i. Mayor Skinner Issues Statement on Flooding

**19. Upcoming Events at The Event Center at Brushy Fork**

- a. February 8, 2025, Buckhannon Police Department Probationary Police Office Testing
- b. February 14, 2025, WVU Medicine, St. Joseph's Hospital Blood Drive
- c. February 15, 2025, Upshur County Livestock Association Elimination Dinner
- d. March 6, 2025, Buckhannon-Upshur Chamber of Commerce Annual Dinner
- e. March 22, 2025, Central WV Friends of NRA Elimination Dinner
- f. April 12, 2025, The SETH Project Gala
- g. April 26, 2025, Buckhannon-Upshur High School Prom