

City of Buckhannon Housing Enforcement Board
Meeting Agenda
5:30 PM Monday, April 21, 2025
Council Chambers | 70 East Main Street



1. Call to Order
2. Moment of Silent Reflection
3. Pledge of Allegiance
4. Approval of Previous Meeting Minutes: 10/21/2024
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. Department Report –Building Code Enforcement Officer, Vincent Smith
 - a. Vacant Properties Case Status Report
 - b. Code Enforcement Case Status Report
 - i. Complaint Received from UBHD re: 21 Sedgwick Street
 - ii. Complaint Received from Residents re: 22 Elizabeth Street
 - c. Update Regarding the Progress of Properties of Primary Concern
 - i. 5 ½ Cooper Street-Good Neighbor Property Cleanup
 - ii. Cambridge Heights – Sprinkler System Operational
 - iii. 62 S. Kanawha Street- Waterline Replacement & Service Activated
 - iv. 93 E Main Street-Appearance of Lot
 - v. 5 Madison Street-Appearance of Lot
 - vi. 47 Cleveland Ave-Appearance of Lot
 - vii. 16 Elizabeth Street-Appearance of Lot
 - viii. 15 Sedgwick Street-Appearance of Lot
 - ix. 44 Cleveland Avenue-Appearance of Lot
 - x. 86 Randolph St-Ownership
 - xi. 85 Elm Street-Update Fence, Tree & Shrub Removal from R.O.W.
8. Old Business Discussions
 - a. Update on the Condemnation Process
 - b. Discussion Ordinance No. 367 Vacant Building Procedures for Administration & Enforcement
9. Report of Events, Correspondence, and Information
 - a. HEB 2025 Meeting Schedule
10. Board Members' Remarks and Announcements
11. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on April 15, 2025. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/520841085>, or by phone, call: +1 (786) 535-3211, access code: 520-841-085.