

Council of the City of Buckhannon
Public Meeting Agenda
7:00 PM | Thursday, June 5, 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 – Regular Meeting: 05/01/2025, Special 05/08/2025, 05/22/2025, 05/29/2025
5. Recognition of Guests
 - a. West Virginia Strawberry Festival Association Shane Jenkins-Updates & Planning
6. Public Comment – Motion to Open & Close Requested
7. Financial Report – Director of Finance, Amberle Jenkins
 - a. Approve Payment of Bills
 - b. Approval Acceptance of Quote from Civic Plus for Agenda & Meeting Management
8. Public Works Report – Director of Public Works, Ethan Crosten
 - a. Report of Zoning & Code Enforcement – Approve Building and Wiring Permits
9. Fire Department Report – Chief J.B. Kimble
10. City Attorney’s Report – Thomas J. O’Neill
11. Old Business Discussions
12. New Business Discussions
 - a. Approval Ordinance No. 473 Amending Zoning Ordinance No. 244 by Rezoning Certain Properties from R-1 Single Family Residential District to C-2 Highway Commercial District (S. Kanawha St & Morning Drive) 1st Reading
 - b. Approval to Reschedule City Council Meeting of June 19th to Tuesday, June 17th
 - c. Accept Resignation Alisa Livey, Colonial Arts Center Board
13. Council Members’ Remarks and Announcements
14. City Recorder’s Report, Remarks, and Announcements
 - a. Report of Events, Correspondence, and Information
 - i. Agenda Fire Civil Service Commission Testing Rank of Lieutenant 07/08/2025
 - ii. Mayor’s Proclamation 2025 National Nurses’ & Hospital Week
 - iii. Mayor’s Proclamation 2025 Friendly Way Firefighter Recognition Jim Gregory & Brian Hollen
 - iv. Mayor’s Proclamation 2025 Webb Grubb Police Officer Recognition Chief Virgil Miller
 - v. Mayor’s Memorial Day Remarks 2025
 - vi. April 2025 Report of Cat & Dog Activity from the Upshur County Commission
 - vii. COB Public Hearing Notice 07/03/2025 7:00pm Ordinance No. 473 Rezoning
 - viii. Charles Gibson Library Director’s Report April 2025
 - ix. FOIA Request from SmartProcure for Purchasing Records
 - x. Notice from State Auditor re: Deadlines for Submitting Budget Revisions & Annual Financial Statements
 - xi. CAC Web Development Agreement
 - xii. COB Accepting Bids due June 16, 2025 1:30pm
 - o On-Call Skilled Construction Services
 - o Yard Reclamation Services
 - o Paving Services
15. Mayor’s Remarks and Announcements
16. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on June 2, 2025. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/443910693>, or by phone, call: (571) 317-3112, access code: 443-910-693.