

Council of the City of Buckhannon
Public Meeting Agenda
7:00 PM | Thursday, August 7, 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 07/15/2025, Special 07/15/2025
5. Recognition of Guests – Thomas Aman, Steptoe & Johnson, PLLC
6. Public Comment – Motion to Open & Close Requested
7. Financial Report – Director of Finance, Amberle Jenkins
 - a. Approve Payment of Bills
8. Public Works Report – Director of Public Works, Ethan Crosten
 - a. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits
 - b. Discussion/Review Ordinance No. 438 Municipal Purchasing
 - c. Recommendation from Sanitary Board
 - Design and Preconstruction Activities for Taylor Street Stormwater & Drainage Basin Project
 - d. Discussion/Possible Approval of the 2025 Fall Paving Project List
9. Fire Department Report – Chief J.B. Kimble
 - a. Request up to \$15,000 of Opioid Settlement Funds for WV Peers Support Group First Responder Coaching
 - b. First Due Fire Protection Fee Model Review
 - c. Approve CityNet Fiber Internet Connection to the Public Safety Complex
 - d. Approve Tate Communications Upgrade Phone System at Fire Department
10. City Attorney’s Report – Thomas J. O’Neill
11. Old Business Discussions
 - a. Discussion/Possible Action: Downtown Seasonal Decoration Committee Fall Theme & Design Request
 - b. Discussion/Possible Action: Approve Additional Funding for Park Improvements & Tree Planting Project
12. New Business Discussions
 - a. Water Treatment Plant Project
 - i. To consider for adoption on second reading a Note Authorizing Ordinance of the City which authorizes the issuance by the City of its Water Revenue Bond Anticipation Note, Series 2025 (Tax Exempt) in an amount not to exceed \$6,000,000 for the purpose of financing design, property acquisition and pre-construction activities relating to future improvements to the waterworks system of the City as well as costs of issuance of such Note and related costs
 - ii. To consider for approval a Request for Proposals to be utilized by the City to solicit proposals from financial institutions and capital markets firms to purchase the City’s proposed not to exceed \$6,000,000 Water Revenue Bond Anticipation Note, Series 2025 (Tax Exempt)
 - b. Accept Resignation Abigail Benjamin, Fire Civil Service Commission
 - c. Approval City of Buckhannon Appointments FY 2025/2026
13. Council Members’ Remarks and Announcements
14. City Recorder’s Report, Remarks, and Announcements
 - a. Report of Events, Correspondence, and Information
 - i. FOIA Request from SMART - HVAC & Mechanical Building Permits Issued 2023 to present
 - ii. June 2025 Report of Cat & Dog Activity from the Upshur County Commission
 - iii. Letter from WVDOH, Re: Route 20 (Locust Street) Turn Lane & Sidewalk Project
 - iv. Notice RFP – Third Party Towing & Storage Services for community events
 - v. Letter from WV Attorney General, Re: Prudue Pharma Opioid Settlement
 - vi. West Virginia Wesleyan College 2025 Bobcat Fair on 08/16/25 11am-2:00pm
 - vii. Parish House Green Bean Stroll at Riverwalk 08/09/25 9am
 - viii. Colonial Arts Center Stand-Up Comedy 08/28/25 7:00pm
 - ix. Notice: Stockert Youth & Community Center Board Meeting – 08/11/25 at 4PM
 - b. Upcoming Events at The Event Center at Brushy Fork
 - i. August 15, 2025 – St. Joseph’s Hospital/Rotary Blood Drive
 - ii. August 18-September 30, 2025 – No Events for Parking Lot Pavement Project
15. Mayor’s Remarks and Announcements
 - a. Discussion/Possible Action: Regional Joint Marketing Effort with City of Elkins & Division of Tourism
 - b. Report: West Virginia Municipal League Conference
16. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on August 4, 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.