

Council of the City of Buckhannon
Public Meeting Agenda
7:00 PM | Thursday, September 4, 2025
Council Chambers | 70 East Main Street



1. Public Hearing
To conduct a public hearing regarding the proposed enactment on third and final reading of 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.
2. Call to Order
3. Moment of Silent Reflection
4. Pledge of Allegiance
5. Approval of Previous Meeting Minutes –07/15/2025, 08/07/2025, 08/21/2025
6. Recognition of Guests
 - a. Thomas Aman, Steptoe & Johnson, PLLC
 - b. American Legion Post 7
 - i. Proclamation- Patriot Week Serving Our Veterans
 - c. Elizabeth Zane Chapter- Daughters of the American Revolution
 - i. Proclamation- Constitution Week 2025
 - d. West Virginia Wesleyan College Student Senate Wyatt Burns
7. Public Comment – Motion to Open & Close Requested
8. Financial Report – Director of Finance, Amberle Jenkins
 - a. Approve Payment of Bills
 - b. CPWB's Recommendation Enterprise Fleet Management Program for Parking Enforcement Vehicle
 - c. Approve SYCC Hart Office Solutions Copier Lease & Maintenance Agreement
 - d. Approve Resolution No. 2025-06 General Fund Budget Revision #2 FY 2025/2026
9. Public Works Report – Director of Public Works, Ethan Crosten
 - a. Report of Zoning and Code Enforcement
 - i. Approve Building and Wiring Permits
 - ii. Zoning Board of Appeals Memorandum Decision re:152 Randolph St., 133 Pocahontas St., 188 Pocahontas St.
10. Fire Department Report – Chief JB Kimble
 - a. Pinning of Lieutenant Maria Potter
 - b. Fire Civil Service Commission Recommendation of Top 3 Candidates to Council for Consideration of Hiring & to Set Date of Interviews for Position of Probationary Firefighter
11. City Attorney's Report – Thomas J. O'Neill
 - a. Approval Ordinance No. 475 Amending Ordinance No. 438 Municipal Purchasing – 2nd /Final Reading
 - b. American Legal Publishing Codification Proposal
12. Old Business Discussions-None
 - a. Third Party Towing & Storage Services for Community Events
 - b. Revisit Zoning Application Process
13. New Business Discussions
 - a. Water Treatment Plant Project
 - i. Consideration of enactment on third and final reading following a public hearing thereon of 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 adoption a Supplemental Resolution of the City providing authorizations and approvals with respect to 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.
14. Council Members' Remarks and Announcements
15. City Recorder's Report, Remarks, and Announcements

- a. Report of Events, Correspondence, and Information
 - i. Announcement: Buckhannon Small Business Start-Up Grant Program
 - ii. Notice COB Surplus Auction on 09/17/25 9AM at 30 Brushy Fork Crossing
 - iii. Buckhannon Water Treatment Plant Project-Frequently Asked Questions (FAQ)
 - iv. Children’s Festival at SYCC on 09/20/25 10am-2pm
 - v. BCT- PUFFS Performance 10/23/25-10/26/25 at CAC
- b. Upcoming Events at The Event Center at Brushy Fork
 - i. August 18-September 30, 2025 – No Events for Parking Lot Pavement Project
 - ii. October 11, 2025 - Real Shoot Wrestling Event
 - iii. October 18, 2025 - BUHS Class of 1970 Reunion
 - iv. November 8, 2025 - Mountain Heart Training Event
 - v. November 22, 2025 - Holly Jolly Craft Show
 - vi. November 29, 2025 - Real Shoot Wrestling Event
 - vii. December 06, 2025 - Fur Ball Fundraiser
 - viii. December 09, 2025 - Private Holiday Event
 - ix. December 20, 2025 - Real Shoot Wrestling Event

16. Mayor’s Remarks and Announcement

17. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on August 29, 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.