

**STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:**

A special meeting of the Buckhannon City Council was held on Thursday, July 15, 2025, at 5:30 p.m., in the Council Chambers of City Hall. The following individuals were in attendance (GTM indicates by GoToMeeting\*):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Absent
Council Member	Jack Reger	Present - GTM
Council Member	Robert Zuliani	Present
Council Member	David Thomas	Present
Council Member	Scott Randall	Present
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present - GTM
Buckhannon Fire Department	Chief JB Kimble	Present
Director of Public Works	Ethan Crosten	Present
City Engineer	Jay Hollen	Present
City Hall Office Manager	Barbara Hinkle	Present
Media:		
MyBuckhannon.com	Monica Zalaznik	Present
Record Delta	Noah Jeffries	Present

Guests: Dr. Tim Reese – GTM; Brittany & Dustin Salyer; Joshua Hinchman; Tom Hinchman; Jim Valenson; Lacy Ramsey; Shane Jenkins, Shane Whitehair.

*Council of the City of Buckhannon Special Meeting Agenda  
5:30 PM | Thursday, July 15, 2025  
Council Chambers | 70 East Main Street*

1. Call to Order
2. Moment of Silent Reflection
3. Pledge of Allegiance
4. Business Discussions
  - a. Discussion/Possible Action-General Fund Expenditures
5. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on Monday, July 10, 2025. \*Those who participated in this meeting virtually used this link: <https://global.gotomeeting.com/join/443910693>, or by phone, call: (571) 317-3112, access code: 443-910-693.*

**1. Call to Order:** At 5:30 p.m., Mayor Robbie Skinner called the July 15, 2025, special meeting of the Buckhannon City Council to order.

**2. Moment of Silent Reflection:** Mayor Skinner invited those in attendance to a moment of silent reflection.

**3. Pledge of Allegiance:** Mayor Skinner invited those in attendance to recite the Pledge of Allegiance.

**4. Business Discussions** - Mayor Skinner recognized the presence of citizens wishing to speak, so he used the Chair’s prerogative to add Public Comments to the agenda. Recorder Sanders suggested that we limit each person’s time for comments to 10 minutes. Council had no objection to this recommendation.

Mayor Skinner began by recognizing Joshua Hinchman. Mr. Hinchman spoke about the regular flooding that has taken place on his and the surrounding neighborhood properties. He requested that the City Council make this problem a priority. A Q&A session with Council members took place, during which other attendees made comments concerning the same issue. Council also heard from the Director of Public Works, Ethan Crosten, concerning the options that have been discussed with the Sanitary Board.

Mayor Skinner recognized Buckhannon Fire Department (BFD) Chief JB Kimble, who requested financial assistance with the phone and radio systems in the BFD; the lighting, both inside and outside of the complex; the exhaust system at the sub-station; and a hose tester. He also spoke about the upgrade for one of the older fire trucks, for which he is waiting for quotes. A Q&A session with Council members took place.

Mayor Skinner then recognized Shane Jenkins, President of the West Virginia Strawberry Festival (WVSF), who thanked the City Council for its continued support. He then outlined several needs of the WVSF, including a permanent headquarters, a storage area for floats, continued booking of headliners, the increasing costs of the Grand Feature Parade, security costs, and offsetting an anticipated funding cut from the State of West Virginia. Mr. Jenkins requested a total of \$40,000 to \$50,000 in a cash contribution from the City for the upcoming WVSF budget. A Q&A session with Council members took place, during which other attendees made comments concerning the same issue.

**a. Discussion/Possible Action-General Fund Expenditures** – Mayor Skinner recognized members of the City Council for any requests for new allocations.

Recorder Sanders spoke on behalf of the Colonial Arts Center (CAC) and reported on the increased use of the building. He noted that the air conditioner for the main hall of the CAC is old and struggling to keep up with the expanded size of the hall, which is causing it to fail. He requested that the Council consider a replacement air conditioner unit for the CAC Main Hall.

City Engineer Jay Hollen was recognized to review two projects that the City is considering in cooperation with the WVDOH Grant Program.

Project #1 is a North Locust Street sidewalk & lighting project. The estimated construction cost of the project is \$728,195.00, of which the City would be responsible for \$145,639.00 (20%). The WVDOH had previously approved the design work to begin on the North Locust Street phase of the Gateway North Project, and I’m currently working on the design phase. The North Locust Street phase would involve the construction of a +/-2,100’ sidewalk and installation of (21) street lights from the Buckhannon Crossroads / Route 20 intersection (the Walmart intersection) to the first Lowe’s access road / Route 20 intersection.

Project #2 is the North Locust Street Mural Wall project. The estimated construction cost of the project is \$129,002.00, of which the City would be responsible for \$25,800.40 (20%). The project consists of 200’ of sidewalk, (3) streetlights, and landscaping features at the corner of North Locust and Main Street where the City of Buckhannon mural exists.

Mayor Skinner asked for a motion to approve Option #1, known as the North Locust Street Sidewalk & Lighting project. No motion was made; therefore, it was considered dead.

**Thomas/Zuliani motioned to approve Project #2, known as the North Locust Street Mural Wall project, with an estimated construction cost of the project is \$129,002.00, of which the City would be responsible for \$25,800.40 (20%); the project consists of 200’ of sidewalk, (3) streetlights, and landscaping features. Motion carries.**

Recorder Sanders mentioned that Council Member Jack Reger had to leave the meeting, but Mr. Reger requested that we consider allocating more to the sidewalk replacement budget.

Council Member Thomas requested that the City Council prioritize the Camden Avenue flooding issue. A discussion regarding the planning efforts of various city departments took place.

Mayor Skinner provided a complete overview of the City Council's intention in considering these various requests and how the larger projects can be funded with grants and assistance from the General Fund.

**5. Declaration of Adjournment**

**At 6:37 p.m., Sanders made a motion to adjourn.**

**Mayor Robert N. Skinner III** \_\_\_\_\_

**City Recorder Randall H. Sanders** \_\_\_\_\_