

City of Buckhannon Consolidated Public Works Board
Meeting Agenda
7:30 AM Thursday, September 25, 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: 07/24/2025, 08/28/2025
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests and Requests
 - a. John Moore
 - i. Request Handicapped Accessible Parking Space at 116 Barbour Street
 - b. Dixie Green, City Horticulturist
 - i. Tree Replacement Beautification Project
 - c. Andrew Loudin, Deputy Street & Parks Supervisor
 - i. Parks Improvement Project
7. Financial Report – Director of Finance, Amberle Jenkins
8. Department Report –Street Department & Parks Superintendent Brad Hawkins
9. Old Business Discussions
 - a. Review/Revise the Parking Enforcement Ordinances, Fine Schedule, Signage, Maps
10. New Business Discussions
 - a. Event Request: Suicide Prevention Walk-WWC Center for Community Engagement 10/03/25 at Walk Trail
 - b. Event Request: Upshur 4-H Fair Recruitment Drive 10/05/25 at Jawbone Park Noon-4pm
 - c. Event Request: BUHS Homecoming Parade 10/08/25 at 6pm Main Street Closure & Use of Jawbone Park
 - d. Event Request: Veteran’s Day Parade 11/11/25 Main Street Closure & Use of Jawbone Park
 - e. Event Request: Buckhannon Fire Department Christmas Parade on 12/05/25 at 6pm Main Street Closure
 - f. Event Request: Pop’s Furniture Costume Contest 10/31/25 7:45pm-8:30pm Jawbone Park
 - g. Event Request: Trunk-or-Treat Use of Public Safety Complex Parking Lot on 10/27/25
 - h. Extension of Pocahontas Street Curb Projects
 - i. Downtown Decoration Committee- Utilization of the Old Wreaths
 - j. Set Trick-or-Treat in City Limits 10/31/25 6:00pm-7:30pm
 - k. Reschedule & Merge the November & December CPWB Meetings due to Holiday to be held on Thursday, December 4, 2025 at 8:00am
 - l. Discuss Selling a limited amount of asphalt millings, by the ton, to the public
11. Report of Events, Correspondence, and Information
 - a. Addressing/Mapping Assignment 3 & 5 Ambrose Street
 - b. Downtown Decoration Committee Pumpkin Scarecrow Contest Flyer
12. Board Members’ Remarks and Announcements
13. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on September 19, 2025. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/376934309>, or by phone, call: +1 (872) 240-3212, access code: 376-934-309.