

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

A regular meeting of the Buckhannon City Council was held on Thursday, October 16, 2025, at 7:00 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	Present
Council Member	Jack Reger	Present
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
Buckhannon Fire Department	Chief JB Kimble	Present
Director of Public Works	Ethan Crosten	Present
City Hall Office Manager	Barbara Hinkle	Present
City Engineer	Jay Hollen	Present
Media:		
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Katie Kuba	Present - GTM
Record Delta	Noah Jeffries	Present

Guests: Evelyn & Vito Syski; Elissa Linger, FURtastic Elimination Dinner; Catherine Norko, Charles W. Gibson Library

*Council of the City of Buckhannon Public Meeting Agenda
7:00 PM | Thursday, October 16, 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: 10/02/25
5. Recognition of Guests
 - a. Upshur County Senior Center, Executive Director Vincent Belt
 - i. Request Assistance from the Street Department
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. WVDOT Route 20 Turn Lane Project- Conveyance of Property to WVDOT
 - i. Approval Resolution 2025-08 (Project CMAQ-0020 (433)D: Parcel 2)
 - ii. Approval Resolution 2025-09 (Project CMAQ-0020 (433)D: Parcel 2-1)
 - iii. Approve Ordinance No. 477 First Reading
 - b. Pavement Assessment of City Streets
 - c. E911 Addressing System
 - d. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits
9. Fire Department Report – Chief Matthew Gregory
 - a. Taser Quote
10. City Attorney’s Report – Thomas J. O’Neil
 - a. Ordinance No. 476 New Water Rates for Water Distribution Services 2nd Reading
11. New Business Discussions

12. Council Members' Remarks and Announcements

13. City Recorder's Report, Remarks, and Announcements

- a. Report of Events, Correspondence, and Information
 - i. BCT-PUFFS Performance 10/23/25-10/26/25 at CAC
 - ii. Trunk-or-Treat at the Public Safety Complex 10/27/25 6:30pm-8:30pm
 - iii. Trick-or-Treat in the City Limits 10/31/25 6:00pm-7:30pm
 - iv. Pop's Furniture Costume Contest 10/31/25 7:45pm at Jawbone Park
 - v. Veterans Day Parade 11/11/25
 - vi. BFD Christmas Parade 12/05/25 6:00pm
 - vii. Weyerhaeuser Deepens Commitment to Buckhannon with \$1 Million THRIVE Investment
 - viii. Mayor's Letter of Support WV First Foundation MIG One Unique Recovery House
 - ix. September 2025 Report of Cat & Dog Activity from the Upshur County Commission
- b. Upcoming Events at The Event Center at Brushy Fork
 - i. October 18, 2025-BUHS Class of 1970 Reunion
 - ii. November 8, 2025-Mountain Heart Training Event
 - iii. November 10, 2025-Vitalant Blood Drive provided by WVU Medicine St. Joseph's Hospital & the Rotary Club of Buckhannon-Upshur
 - iv. November 19, 2025-Private Sports Award Event
 - v. November 22, 2025-Holly Jolly Craft Show
 - vi. November 29, 2025-Real Shoot Wrestling Event
 - viii. December 06, 2025- Holiday "FURtastic" Elimination Dinner
 - ix. December 09, 2025- Private Holiday Event
 - x. December 20, 2025-Real Shoot Wrestling Event

14. Mayor's Remarks and Announcements

15. Executive Session Per WV Code § 6-9A-4 Personnel & Property Matters

16. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on October 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 7:00 p.m., Mayor Robbie Skinner called the October 16, 2025, regular meeting of the Buckhannon City Council to order.

2. Moment of Silent Reflection: Skinner invited those in attendance to a moment of silent reflection, asking that we keep the Webster Springs community in our thoughts as they experienced a significant fire there today.

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

4. Approval of Previous Meeting Minutes: Regular Meeting: 10/02/25- Mayor Skinner noted that the minutes for the Regular Meetings of 10/02/25 were not available. No action was necessary.

5. Recognition of Guests – Mayor Skinner Acknowledged the following guest was not in attendance. No action was necessary.

a. Upshur County Senior Center, Executive Director Vincent Belt

i. Request Assistance from the Street Department

6. Public Comment—Motion to Open & Close Requested: Without objection, the Public Comment Period was opened, and Mayor Skinner recognized the following who had requested to be heard:

Evelyn Syski – Mrs. Syski expressed her appreciation for the recent road repairs, street paving, and downtown promotional efforts, noting that these initiatives have resulted in visible progress throughout the community. She raised concerns about sediment buildup in the Buckhannon River and its impact on recreational boating, inquiring about future dredging plans. Additionally, she asked about the status of the proposed Fishing Pier at the Riverwalk boat launch, voicing apprehension that its placement might obstruct river flow. In response, she was informed that the

project is being overseen by Create Buckhannon and was encouraged to attend one of their meetings for further updates. Mrs. Syski also questioned the paving of Wimer Avenue, pointing out the City's use of the road for utility access. Mayor Skinner clarified that Wimer Avenue lies outside the city limits, which restricts the City's ability to allocate funds for its maintenance. He further explained that the Buckhannon River is under federal jurisdiction and is not owned by the City of Buckhannon.

Elissa Linger – Ms. Linger spoke about the upcoming FURtastic Elimination Dinner that will be held at the Event Center at Brushy Fork on December 6, 2025. Tickets are available for \$35 per person.

Without, the Public Comment Period was closed.

7. Financial Report – Director of Finance Amberle Jenkins: Mrs. Jenkins presented the current financial reports.

Amby report 10-16-25

Balances in the Enterprise Funds September, 2025

Waste Collection Board	mm/cking	\$1,832,327	cd/sav \$324,418
Plus a letter of credit for \$64,000			
Water Board	mm/cking	\$1,065,529.	work/capital & savings -\$935,020
Sanitary Board	mm/cking	\$919,510	work capital/cds \$496,732
Storm water Fund	mm/cking	\$343,712	

The first closing for the \$6M Water Project Bond Anticipation Note took place this morning. Final closing documents will be completed tomorrow. This is the first phase of financing for property acquisitions, Engineering design work, contingency, accounting, bond counsel, bidding and negotiation and special services.

We are also finalizing financing for an excavator purchase for the Sanitary Department, and for a Road Tractor for the Waste Collection Dept.

a. Approval of Bill Payments: Mrs. Jenkins presented the following bills for payment approval by the City Council.

OCT 1-15, 2025 GENERAL FUND PAYMENT OF BILLS

- \$3,950.00** – PAT MCCARTHY PRODUCTIONS – STREET CRIMES TRAINING POLICE DEPT.
- \$16,577.07** – GOLDEN EQUIPMENT CO. – REBUILD STREET SWEEPER
- \$1,959.18** – WV NEWS – PUBLISH THE 6-30-25 FINANCIAL STATEMENT
- \$2,622.25** – J F ALLEN – BLACKTOP FOR PATCHING
- \$1,890.00** – ACE MATERIALS – 10YDS CONCRETE FOR POCAHONTAS ST CURBS & N. FLORIDA ST SIDEWALK.

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	ENCOVA INSURANCE	409-226-00	MAYOR'S INSURANCE &	WCN6007140 9/2/25-10/1/25	3.14
	WV PUBLIC EMPLOYEES INSURANC	409-105-00	MAYOR'S INSURANCE	GF OCT 2025 RETIREE'S	24.00
		409-105-00	MAYOR'S INSURANCE	GF OCT 2025 HEALTH INS	2,159.96
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	AA FEES OCT 25	210.94
	COLLECTION ACCOUNT	409-341-00	MAYOR'S SUPPLIES & M	SEPT 25 CREDIT CARD FEES	2,459.12
	JERRY HEARD ASSC.	409-341-00	MAYOR'S SUPPLIES & M	UTILITY BILLS (56,100)	736.95
		409-341-00	MAYOR'S SUPPLIES & M	COPIER PAPER LEGAL 20# 1 C	22.50
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	59.33
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	13.88
	MATTHEW BENDER & CO., INC	409-341-00	MAYOR'S SUPPLIES & M	WV CODE 2025 RVOLS 10A&10B	620.46
	KOMAX LLC	409-218-00	MAYOR'S POSTAGE	POSTAGE LABELS 500/BOX	15.96
	COLLECTION ACCOUNT 2	409-341-00	MAYOR'S SUPPLIES & M	RECDESK SEPT CC FEES	122.86
	WV NEWS	409-341-00	MAYOR'S SUPPLIES & M	FINANCIAL STMT 6/30/25	1,959.18
	HDL COMPANIES NC	409-341-00	MAYOR'S SUPPLIES & M	SEPT 25 BUSINESS LIC FEE	140.00
	MOUNTAIN STATE CHEER ACADEMY	409-341-00	MAYOR'S SUPPLIES & M	REFUND CITY LIC APPLICATION	5.00
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	968.47
				TOTAL:	9,521.75
COUNCIL	UPSHUR COUNTY COMMISSION	410-460-00	CAT CONTROL EXPENSE	FELINE ACTIVITY SEPT 25	140.00
	JOHN M SLAUGHTER II	410-460-00	CAT CONTROL EXPENSE	SEPT 25 CAT TRAPPINGS (14)	280.00
				TOTAL:	420.00
RECORDER	LOUDIN INSURANCE AGENCY INC	411-226-00	INSURANCE/COMPENSATI	BOND ASST RECORDER	175.00
				TOTAL:	175.00
TREASURER	ENCOVA INSURANCE	413-226-00	TREASURER'S INSURANC	WCN6007140 9/2/25-10/1/25	0.94
	WV PUBLIC EMPLOYEES INSURANC	413-105-00	TREASURER'S GROUP IN	GF OCT 2025 RETIREE'S	12.00
		413-105-00	TREASURER'S GROUP IN	GF OCT 2025 HEALTH INS	1.98
	INTERNAL REVENUE SERVICE	413-104-00	TREASURER'S F.I.C.A.	FICA WITHHELD AND MATCHED	26.49
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	6.20
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	427.31
				TOTAL:	474.92
COURT	ENCOVA INSURANCE	416-226-00	POLICE JUDGE INS BON	WCN6007140 9/2/25-10/1/25	0.43
				TOTAL:	0.43
CITY ENGINEER	ENCOVA INSURANCE	420-226-00	CITY ENGINEER INS &	WCN6007140 9/2/25-10/1/25	1.23
	INTERNAL REVENUE SERVICE	420-104-00	CITY ENGINEER FICA T	FICA WITHHELD AND MATCHED	57.10
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	13.36
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	913.46
				TOTAL:	985.15
ZONING	ENCOVA INSURANCE	437-226-00	ZONING INSURANCE & B	WCN6007140 9/2/25-10/1/25	80.01
	WV PUBLIC EMPLOYEES INSURANC	437-105-00	ZONING HEALTH INS	GF OCT 2025 RETIREE'S	12.00
		437-105-00	ZONING HEALTH INS	GF OCT 2025 HEALTH INS	514.98
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	102.54

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	23.98
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	1,653.85
				TOTAL:	2,387.36
DATA PROCESSING	LYNX WV INC	439-230-00	DATA PROCESSING	BIT DEFENDER ENDPT SEPT 25	450.00
	OPTIMUM B2B, DEPT. 1264	439-230-00	DATA PROCESSING	OCT 25 CH INTERNET	212.50
	TYLER TECHNOLOGIES INC	439-230-00	DATA PROCESSING	UTILITY BILLING AUTO,IVR,S	2,266.56
		439-230-00	DATA PROCESSING	BIT DEFENDER ENDPT SEPT 25	235.32
	STRATEGY LLC	439-230-00	DATA PROCESSING	BIT DEFENDER ENDPT SEPT 25	1,750.00
				TOTAL:	4,914.38
CITY HALL	ENCOVA INSURANCE	440-226-00	CITY HALL INSURANCE	WCN6007140 9/2/25-10/1/25	65.18
	WV PUBLIC EMPLOYEES INSURANC	440-105-00	CITY HALL JANITOR IN	GF OCT 2025 RETIREE'S	12.00
		440-105-00	CITY HALL JANITOR IN	GF OCT 2025 HEALTH INS	1.98
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 8-FLORIDA	167.76
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CH PEST CONTROL SEPT 25	33.00
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	95.06
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	22.23
	CINTAS	440-216-00	CITY HALL MAINTENANC	CH THEATRE PSC RUGS	46.59
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	1,548.00
				TOTAL:	1,991.80
POLICE	PAT MCCARTHY PRODUCTIONS, IN	700-221-00	POLICE DEPT. TRAININ	STREET CRIMES TRAINNG	3,950.00
	LEAF	700-341-00	POLICE DEPT. MAT & S	POLICE COPIER LEASE OCT 25	159.10
	ENCOVA INSURANCE	700-226-00	POLICE DEPT. INSURAN	WCN6007140 9/2/25-10/1/25	985.95
	WV PUBLIC EMPLOYEES INSURANC	700-105-00	POLICE DEPT. GROUP I	GF OCT 2025 RETIREE'S	120.00
		700-105-00	POLICE DEPT. GROUP I	GF OCT 2025 HEALTH INS	9,264.78
	V H BLACKINTON CO., INC.	700-341-00	POLICE DEPT. MAT & S	REPAIR BADGES	49.00
	SUNSET GRAPHICS LLC	700-341-00	POLICE DEPT. MAT & S	SIGNS FOR PD AWARD DISPLA	5.00
	STATE TREASURER CVR LET RJ	700-341-04	CVR-LET-RJ FEES EXPE	SEPT 2025 COURT FEES	2,242.00
	ENTERPRISE FM TRUST	700-459-00	POLICE DEPT. NEW EQU	23KNZ9 2020 INTERCEPTOR	706.76
		700-459-00	POLICE DEPT. NEW EQU	23KNZN 2020 INTERCEPTOR	860.54
		700-459-00	POLICE DEPT. NEW EQU	23KNZS 2020 INTERCEPTOR	803.87
		700-343-00	POLICE DEPT. AUTO SU	23H64C MAINT OLDER CRUISER	6.00
		700-459-00	POLICE DEPT. NEW EQU	23H64V MAINT OLDER CRUISER	6.00
		700-459-00	POLICE DEPT. NEW EQU	25QCLJ 2022 INTERCEPTOR	767.54
		700-459-00	POLICE DEPT. NEW EQU	25QCLL 2022 INTERCEPTOR	758.94
		700-459-00	POLICE DEPT. NEW EQU	25QCLM 2022 INTERCEPTOR	747.81
		700-459-00	POLICE DEPT. NEW EQU	25QCLN 2022 INTERCEPTOR	762.59
		700-459-00	POLICE DEPT. NEW EQU	25QCLP 2022 INTERCEPTOR	758.94
		700-459-00	POLICE DEPT. NEW EQU	27GGTH 2024 DODGE DURANGO	1,107.87
		700-459-00	POLICE DEPT. NEW EQU	27GGTL 2024 DODGE DURANGO	1,103.06
		700-459-00	POLICE DEPT. NEW EQU	27GGTS 2024 DODGE DURANGO	1,103.70
		700-459-00	POLICE DEPT. NEW EQU	28JXMD 2025 DODGE DURANGO	1,064.30
		700-459-00	POLICE DEPT. NEW EQU	28JXND DODGE DURANGO	8,879.79
	CITIZENS BANK OF WV	700-459-00	POLICE DEPT. NEW EQU	POLICE RADIO PYMT OCT 25	2,802.39
	STERICYCLE INC	700-341-00	POLICE DEPT. MAT & S	HAZ-MAT PICKUP	95.84
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,229.86
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	521.49
	BODY ARMOR MMA, LLC	700-221-00	POLICE DEPT. TRAININ	MONTHLY MEMBERSHIP	225.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	144.39
	FLYERS ENERGY LLC	700-343-00	POLICE DEPT. AUTO SU	POLICE FUEL BILL 93025	2,924.44
	BLUE TALON CONSULTING, LLC	700-221-00	POLICE DEPT. TRAININ	HANDGUN INTRUCTOR COURSE	590.00

10-16-2025 11:19 AM		DISBURSEMENTS 10-01-25 TO 10-15-25			PAGE: 3	
FUND: GENERAL FUND						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	36,156.84	
				TOTAL:	81,903.79	
REGIONAL JAIL	STATE TREASURER CVR LET RJ	705-234-00	REGIONAL FEES	SEPT 2025 COURT FEES	2,800.00	
				TOTAL:	2,800.00	
FIRE	ENCOVA INSURANCE	706-226-00	FIRE DEPT. INSURANCE	WCN6007140 9/2/25-10/1/25	1,664.01	
	WV PUBLIC EMPLOYEES INSURANC	706-105-00	FIRE DEPT. GROUP INS	GF OCT 2025 RETIREE'S	108.00	
		706-105-00	FIRE DEPT. GROUP INS	GF OCT 2025 HEALTH INS	7,006.82	
	LOWES BUSINESS ACCOUNTS/SYNC	706-341-00	FIRE DEPT. MATERIAL	DOOR LOCKS	202.33	
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	FIRE PEST CONTROL SEPT 25	44.00	
	ENTERPRISE FM TRUST	706-459-00	FIRE DEPT. CAPITAL O	268ST6 2023 RAM 2500	716.58	
	CITIZENS BANK OF WV	706-459-00	FIRE DEPT. CAPITAL O	2021 PUMPER TRK OCT 25	4,790.11	
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,338.07	
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	312.94	
	FIRST COMMUNITY BANK CORPORA	706-459-00	FIRE DEPT. CAPITAL O	OCT 25 BFD BREATHING APPAR	4,338.59	
	FLYERS ENERGY LLC	706-343-00	FIRE DEPT. AUTO SUPP	FIRE FUEL BILL 9-30-25	931.16	
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	21,595.18	
				TOTAL:	43,047.79	
STREET	BUCKHANNON UTIL BOARDS	750-341-00	STREET DEPT. MAT & S	WST CHARGES SEPT 25	147.04	
	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	14.74	
		750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	1,080.13	
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	923.16	
	LEAF	750-341-00	STREET DEPT. MAT & S	COPIER LEAE PAYMENT	57.14	
	GOLDEN EQUIPMENT CO INC	750-459-00	STREET DEPT. CAPITAL	REBUILD OF STREET SWEEPER	16,577.07	
	ENCOVA INSURANCE	750-226-00	STREET DEPT. INSURAN	WCN6007140 9/2/25-10/1/25	1,057.05	
	WV PUBLIC EMPLOYEES INSURANC	750-105-00	STREET DEPT. GROUP I	GF OCT 2025 RETIREE'S	120.00	
		750-105-00	STREET DEPT. GROUP I	GF OCT 2025 HEALTH INS	8,335.84	
	J F ALLEN CO	750-461-00	STREET PAVING	30.85T BLACKTOP FOR PATCH	2,622.25	
		750-461-00	STREET PAVING	15.22T BLACKTOP FOR WVWC	1,293.70	
	LOWES BUSINESS ACCOUNTS/SYNC	750-458-05	STREET DEPT PROJECTS	2 CYC MIXING OIL	5.68	
		750-341-00	STREET DEPT. MAT & S	RUBBER GROMENTS HOSE CLAM	23.05	
		750-458-05	STREET DEPT PROJECTS	20VMAX SDS HAMMER DRILL	331.53	
		750-341-00	STREET DEPT. MAT & S	CLAMP METER	94.98	
		750-458-05	STREET DEPT PROJECTS	FORMING SUPPLIES	28.48	
		750-458-05	STREET DEPT PROJECTS	2X4 AND SCREWS FORMING	48.22	
		750-458-05	STREET DEPT PROJECTS	TIE CONNECTOR	2.24	
		750-341-00	STREET DEPT. MAT & S	WELDING CLAMPS & SPRAYER	78.59	
		750-458-05	STREET DEPT PROJECTS	PAINT AND BRUSHIES	55.69	
		750-458-05	STREET DEPT PROJECTS	DECK BOARDS FOR FENCE REP	36.04	
	CENTRAL SUPPLY CO	750-458-05	STREET DEPT PROJECTS	FORM OIL AND SCREED STAKE	283.00	
	SYLVESTER W. LOWTHER	750-343-00	STREET DEPT. AUTO SU	HYD COUPLERS FOR SY35 HAM	609.44	
		750-343-00	STREET DEPT. AUTO SU	BELTS FOR LEAF VAC	32.50	
	ENTERPRISE FM TRUST	750-459-00	STREET DEPT. CAPITAL	25QBZJ 2022 RAM 1500	426.56	
		750-459-00	STREET DEPT. CAPITAL	27V9FV 2024 RAM 2500	583.19	
		750-459-00	STREET DEPT. CAPITAL	27V9G6 2024 RAM 2500	583.19	
		750-459-00	STREET DEPT. CAPITAL	2857P9 2024 RAM 5500	1,646.81	
		750-459-00	STREET DEPT. CAPITAL	22WGHW RAM 5500 CHASSIS	31.00	
	ST JOSEPH HOSPITAL OF BUCKHA	750-341-00	STREET DEPT. MAT & S	LAB TEST FRED LANGBEIN	68.00	
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,292.56	
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	302.31	
	FIRST COMMUNITY BANK CORPORA	750-459-22	PROPERY PAYMENT MUDL	OCT 25 PUBLIC WRKS BLDG PY	9,774.80	
	APPALACHIAN EQUIPMENT SOLUTI	750-343-00	STREET DEPT. AUTO SU	FILTERS FOR SERVICE ON EX	303.13	
	10-16-2025 11:19 AM		DISBURSEMENTS 10-01-25 TO 10-15-25			PAGE: 4
	FUND: GENERAL FUND					
	DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		BENJAMIN LEE ARISMAN	750-341-02	CITY PROPERTY MOWING	2 WEEKS MOWING CITY LOTS	4,280.00
		FLYERS ENERGY LLC	750-343-00	STREET DEPT. AUTO SU	STREET FUEL BILL 9-30-25	2,469.37
		CINTAS	750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS	257.40
			750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS	257.40
			750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS	251.04
		ACE MATERIALS	750-458-05	STREET DEPT PROJECTS	10 YDS CONCRETE CURBS & S	1,890.00
**PAYROLL EXPENSES				10/01/2025 - 10/15/2025	20,844.01	
				TOTAL:	79,118.35	
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 087 818 008 MAIN ST	6,760.60	
		751-213-00	STREET LIGHTS	110 151 101 430 99 W MAIN	213.60	
		751-213-00	STREET LIGHTS	110 170 666 488 26 LINCOLN	16.18	
				TOTAL:	6,990.38	
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS	POWE 110 088 985 459 RT 119	57.98	
		752-213-00	TRAFFIC SIGNALS	POWE 110 088 985 624 RT 20 BK	63.22	
		752-213-00	TRAFFIC SIGNALS	POWE 110 081 822 063 W MAIN ST	49.03	
		752-213-00	TRAFFIC SIGNALS	POWE 110 088 820 243 MAIN ST	48.67	
		752-213-00	TRAFFIC SIGNALS	POWE 110 080 768 291 E MAIN ST	31.71	
	LOWES BUSINESS ACCOUNTS/SYNC	752-230-00	SIGNS & SIGNALS	SACKRETE FOR STREET SIGNS	275.86	
				TOTAL:	526.47	
PARK 30% TO CPWB	CONSOLIDATED PUBLIC WORKS BD	900-341-00	PARK-30% HOT/MOT PD	SEPT 2025 HOTEL-MOTEL TAX	4,703.73	
				TOTAL:	4,703.73	
CVB 70% TO CVB	UPSHUR COUNTY CVB	901-235-00	HOTEL/MOTEL 70% PAID	SEPT 2025 HOTEL-MOTEL TAX	10,975.38	
				TOTAL:	10,975.38	
ARTS-THEATRE	BUCKHANNON UTIL BOARDS	906-213-00	CAC UTILITIES	THEATRE PRJ WST CHARGES OC	10.00	
	MON POWER	906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	329.25	
	WARE'S GLASS AND AWNING, LLC	906-216-00	THEATRE MAINTENANCE/	96X24X1/4 LEXAN FOR SOUND	247.00	
	ENCOVA INSURANCE	906-226-00	CAC INSURANCE & BOND	WCN6007140 9/2/25-10/1/25	55.31	
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	40.41	
	CITIZENS BANK OF WV	906-459-00	THEATRE CAPITAL	CAC SEATING PYMT OCT 25	5,220.65	
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	9.20	
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	2.15	
	FRONTIER	906-213-00	CAC UTILITIES	473-8987-052821-4 THEATRE	123.90	
	CINTAS	906-216-00	THEATRE MAINTENANCE/	CH THEATRE PSC RUGS	29.65	
	**PAYROLL EXPENSES			10/01/2025 - 10/15/2025	148.37	
				TOTAL:	6,215.89	
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 161 100 208 MAIN ST	51.00	
	ENCOVA INSURANCE	907-226-00	INSURANCE & BONDS	WCN6007140 9/2/25-10/1/25	177.86	
	WV PUBLIC EMPLOYEES INSURANC	907-105-00	GROUP INSURANCE	GF OCT 2025 RETIREE'S	48.00	
		907-105-00	GROUP INSURANCE	GF OCT 2025 HEALTH INS	2,916.90	
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	50.34	
	NAPA-AMTOWER AUTO SUPPLY	907-343-00	SYC AUTO SUPPLIES	BUS PARTS	7.75	
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	586.56	
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	137.18	
	APRIL E SMALL	907-368-01	ZUMBA	KICK BOXING INSTRUCTION	112.00	
	DAWN WEBB	907-363-00	KARATE CLASS INSTRUC	KARATE INSTRUCTION	300.00	
	FLYERS ENERGY LLC	907-343-00	SYC AUTO SUPPLIES	SYC FUEL BILL SEPT 25	485.49	
	KIMBERLY DAWN GIFFORD	907-368-01	ZUMBA	KANGOO INSTRUCTION	56.00	
	CINTAS	907-216-00	MAINTENANCE	SYC MATS & MOPS 9-22-25	92.64	

10-16-2025 11:19 AM		DISBURSEMENTS 10-01-25 TO 10-15-25			PAGE: 5
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	HELEN ASHLEY WHITE **PAYROLL EXPENSES	907-216-00	MAINTENANCE	SYC MATS & MOPS 9-29-25	92.64
		907-216-00	MAINTENANCE	SYC MATS & MOPS 10-6-25	92.64
		907-368-02	YOGA FITNESS CLASS	YOGA INSTRUCTOR	635.20
				10/01/2025 - 10/15/2025	9,460.55
				TOTAL:	15,302.75
CONVENTION CENTER	ENCOVA INSURANCE INTERNAL REVENUE SERVICE **PAYROLL EXPENSES	910-226-00	INSURANCE & BONDS	WCN6007140 9/2/25-10/1/25	6.04
		910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	0.13
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	0.03
				10/01/2025 - 10/15/2025	2.10
				TOTAL:	8.30
PUBLIC SAFETY	VALLEY STEEL SERVICE MOUNTAINEER GAS COMPANY DODSON BROS EXTERMINATING CO LYNX WV INC CINTAS	976-459-01	PUBLIC SAFETY TRAINI	6"X8" 2# CHANNEL 20'	440.84
		976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	71.17
		976-216-00	SAFETY COMPLEX MAINT	POLICE PEST CONTROL SEPT 2	47.00
		976-213-00	SAFETY COMPLEX UTILI	OCT 25 PD WATCH GUARD	150.00
		976-216-00	SAFETY COMPLEX MAINT	CH THEATRE PSC RUGS	30.70
			TOTAL:	739.71	

Randall/Zuliani motioned to approve the Payment of Bills. The motion carried.

8. Public Works Report – Director of Public Works Ethan Crosten: Mr. Crosten presented the following report:

Buckhannon City Council Public Works Director Report
By: Ethan Crosten
October 16, 2025

Street:

- We are continuing to work on the North Florida Street sidewalk.
- Working on a sidewalk upgrade on Meadow Street as part of a resident participation.
- We have been removing several dead trees around town

Waste:

- Nothing new

Sewer:

- We are wrapping up the clarifier drive replacement project.
- We have begun the work on the Monongalia Street Pump Station upgrade with the valve vault being delivered yesterday.
- Continuing to work on the Henry Street sanitary sewer upgrade.

Stormwater

- Continuing to work on the Taylor Street Storm sewer project.

Water:

- Repairing several leaks which have a rose recently.
- We are conducting investigative work on several extension requests.
- Working on the inventory management program.

Zoning and Code Enforcement

- Nothing New

Engineering:

- Charles W. Gibson Library Remediation Project – Charles W. Gibson Library Remediation Project – Currently working on the bid package for a roof replacement project for the library that will entail the installation of new roofs on the two sections of the library and addressing a possible low spot in the second story roof. Tri-State arrived on site last week and patched three areas that were leaking on the first floor roof and two areas that were leaking on the second floor roof.
- WVDOH Transportation Alternative Program (TAP) North Locust Street Sidewalk & Lighting Project (Gateway North) – WVDOH Transportation Alternative Program (TAP) North Locust Street Sidewalk & Lighting Project (Gateway North) – Sent five (5) certified letters on October 6, 2025 to the property owners that are adjacent to the proposed project alignment as I have not received any responses to the letters that were sent in September regarding the project in regard to small portions of the new sidewalk being placed on their property and/or needing Temporary Construction Easements to construct the project before continuing the design work of the North Locust Street/ Route 20 North phase of the Gateway North project.
- Colonial Arts Center – Looking into design options for a new HVAC system for the CAC. I have completed preliminary sizing of the unit(s) and need to verify the size of the ductwork in the main theater area before final calculations can take place.

City Attorney Tom O'Neill was recognized who presented the following agenda items:

a. WVDOT Route 20 Turn Lane Project- Conveyance of Property to WVDOT

i. Approval Resolution 2025-08 (Project CMAQ-0020 (433)D: Parcel 2) – Tom O'Neill presented the resolution to the Council.

Sanders/Randall motioned to approve Resolution 2025-08 (Project CMAQ-0020 (433) D: Parcel 2) 1st Reading. The motion carried.

RESOLUTION 2025-08

A RESOLUTION CONFIRMING THE GRANT OF A NON-CONTROLLED ACCESS RIGHT OF WAY AND TEMPORARY CONSTRUCTION EASEMENT TO THE WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS.

WHEREAS, the City of Buckhannon, acting by and through its City Council, has agreed to convey to the West Virginia Division of Highways certain nonpossessory rights in and to certain property owned by the City of Buckhannon and situated within the corporate limits of the City, to advance and facilitate certain projects intended to improve the transportation infrastructure within the City of Buckhannon, and finds the objectives of the Division of Highways to be in the public interest; and,

WHEREAS, the interests in real estate to be so conveyed are described as follows:

A noncontrolled access right of way and temporary construction easement across those tracts or parcels of land situate in Buckhannon Corporation District, Upshur County, West Virginia, bounded and described as follows:

TRACT 1 – NONCONTROLLED ACCESS RIGHT OF WAY

Beginning at a point in the division line between Huade Jiang, et, al., and The City of Buckhannon, said point being in the eastern existing right of way line of WV Route 20 and 20 feet right of and at right angle to WV Route 20 centerline at Station 6+07.91, Project U349-20-25.39 00, CMAQ-0020(433)D, Upshur County, West Virginia;

thence, northwesterly, meandering with said existing right of way line 49 feet, more or less, to a point in the eastern existing right of way line of Chancery Street, said point being 20 feet right of and at right angle to centerline at Station 6+52.55;

thence, northeasterly, meandering with said existing right of way line 17 feet, more or less, to a point in the eastern proposed non-controlled access right of way line of WV Route 20, said point being 29.0 feet right of and at right angle to centerline at Station 6+66.94.

thence, southeasterly, with said proposed non-controlled access right of way line 16 feet, more or less, to a point 28.9 feet right of and at right angle to centerline at Station 6+50.97;

thence, southeasterly, continuing with said proposed non-controlled access right of way line 45 feet, more or less, to a point in the division line between Huade Jiang, et al and The City of Buckhannon, said point being 22.1 feet right of and at right angle to centerline at station 6+06.88;

thence, southwesterly, with said division line 3 feet, more or less, to the place of beginning and containing 338 square feet, more or less.

TRACT 2 – TEMPORARY CONSTRUCTION EASEMENT

Beginning at a point in the division line between Huade Jiang, et al and The City of Buckhannon, said point being in the eastern proposed non-controlled access right of way line of WV Route 20 and 22.1 feet right of and at right angle to Upshur County Route 20 centerline at Station 6+06.88, Project U349-20-25.39 00, CMAQ-0020(433)D, Upshur County, West Virginia;

thence, northwesterly, with said proposed non-controlled access right of way line 45 feet, more or less, to a point 28.9 feet right of and at right angle to centerline at Station 6+50.97;

thence, northwesterly, continuing with said proposed non-controlled access right of way line 17 feet, more or less, to a point in the eastern existing right of way line of Chancery Street, said point being 29.0 feet right of and at right angle to centerline at Station 6+66.94;

thence, northerly, meandering with said existing right of way line 37 feet, more or less, to a point in the eastern proposed temporary construction easement line of WV Route 20, said point being 48.5 feet right of and at right angle to centerline at Station 6+98.05;

thence, southeasterly, with said temporary construction easement line 96 feet, more or less, to a point in the division line between Huade Jiang, et, al., and The City of Buckhannon, said point being 27.8 feet right of and at right angle to centerline at station 6+04.00;

thence, southwesterly, with said division line 6 feet, more or less, to the place of beginning and containing 721 square feet, more or less; and,

The tracts of land hereinabove described are a portion of that same real estate conveyed unto The City of Buckhannon, a municipal corporation and political subdivision of the State of West Virginia, from Warren S. Linger and Ralda H. Linger, husband and wife, by deed dated July 1, 1966, of record in the Office of the Clerk of the County Commission of Upshur County, West Virginia, in Deed Book 192 at Page 345.

NOW, THEREFORE, be it RESOLVED, The Council of the City of Buckhannon desires to convey to the State of West Virginia, Department of Transportation, Division of Highways, the rights described herein in and to the real estate described herein. The Mayor of the City of Buckhannon, or his designee, is hereby duly authorized and empowered to execute, acknowledge and deliver on behalf of the City of Buckhannon, by such appropriate instruments as may be necessary to effect the purposes of this resolution, together with any and all other reasonable, necessary or proper documents respecting the conveyance of the interests in real estate described herein to the West Virginia Department of Transportation, Division of Highways.

BE IT FURTHER RESOLVED that the acceptance of the conveyance of the subject property is without any conditions, except as set forth in the deed of conveyance, of its use and said property may be used by and on behalf of the West Virginia Division of Highways and its contractor(s).

BE IT FURTHER RESOLVED , that this Resolution shall become effective immediately upon its approval by the Mayor and Council of the City of Buckhannon.

ADOPTED AND APPROVED on the 6th day of November, 2025, at the regular meeting of the Council of the City of Buckhannon.

ROBERT N. SKINNER, III, MAYOR

RANDALL H. SANDERS, RECORDER

PAMELA M. BUCKLEW, COUNCIL MEMBER

VACANT

JACK L. REGER, COUNCIL MEMBER

ROBERT S. ZULIANI, COUNCIL MEMBER

SCOTT D. RANDALL, COUNCIL MEMBER

Prepared by:

Thomas J. O'Neill, City Attorney
City of Buckhannon, West Virginia
70 East Main Street
Buckhannon, WV 26201
WV Bar No. 10575

ii. Approval Resolution 2025-09 (Project CMAQ-0020 (433) D: Parcel 2-1) – Tom O’Neill presented the resolution to the Council.

Zuliani/Bucklew motioned to approve Resolution 2025-09 (Project CMAQ-0020 (433) D: Parcel 2-1) 1st Reading. The motion carried.

RESOLUTION 2025-09

A RESOLUTION CONFIRMING THE GRANT OF A NON-CONTROLLED ACCESS RIGHT OF WAY AND TEMPORARY CONSTRUCTION EASEMENT CONVEYED TO THE WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS.

WHEREAS, the City of Buckhannon, acting by and through its City Council, has agreed to convey to the West Virginia Division of Highways certain nonpossessory rights in and to certain property owned by the City of Buckhannon and situated within the corporate limits of the City, to advance and facilitate certain projects intended to improve the transportation infrastructure within the City of Buckhannon, and finds the objectives of the Division of Highways to be in the public interest; and,

WHEREAS, the interests in real estate to be so conveyed are described as follows:

A noncontrolled access right of way and temporary construction easement across those tracts or parcels of land situate in Buckhannon Corporation District, Upshur County, West Virginia, bounded and described as follows:

TRACT 1 – NONCONTROLLED ACCESS RIGHT OF WAY

Beginning at a point in the eastern existing right of way line of Chancery Street, said point being in the eastern existing right of way line of WV Route 20 and 20 feet right of and at right angle to WV Route 20 centerline at Station 6+52.55, Project U349-20-25.39 00, CMAQ-0020(433)D, Upshur County, West Virginia;

thence, northwesterly, meandering with said existing right of way line 34 feet, more or less, to a point in the western existing right of way line of Chancery Street, said point being 20 feet right of and at right angle to centerline at Station 6+86.19;

thence, northerly, meandering with said existing right of way line 16 feet, more or less, to a point in the eastern proposed non-controlled access right of way line of WV Route 20, said point being 29.1 feet right of and at right angle to centerline at Station 6+99.59;

thence, southeasterly, with said proposed non-controlled access right of way line 33 feet, more or less, to a point in the eastern existing right of way line of Chancery Street, said point being 29.0 feet right of and at right angle to centerline at Station 6+66.94;

thence, southerly, meandering with said existing right of way line 17 feet, more or less, to the place of beginning and containing 299 square feet, more or less.

TRACT 2 – TEMPORARY CONSTRUCTION EASEMENT

Beginning at a point in the eastern existing right of way line of Chancery Street, said point being in the eastern proposed non-controlled access right of way line of WV Route 20 and 29.0 feet right of and at right angle to WV Route 20 centerline at Station 6+66.94, Project U349-20-25.39 00, CMAQ-0020(433)D, Upshur County, West Virginia;

thence, northwesterly, with said proposed non-controlled access right of way line 33 feet, more or less, to a point in the western existing right of way line of Chancery Street, said point being 29.1 feet right of and at right angle to centerline at Station 6+99.59;

thence, northerly, meandering with said existing right of way line 144 feet, more or less, to a point in the eastern proposed temporary construction easement line of WV

Route 20, said point being 102.7 feet right of and at right angle to centerline at Station 8+60.22;

thence, southeasterly, with said proposed temporary construction easement line 36 feet, more or less, to a point 100.3 feet right of and at right angle to centerline at Station 7+84.40;

thence, southeasterly, continuing with said temporary construction easement line 25 feet, more or less, to a point in the eastern existing right of way line of Chancery Street, said point being 88.7 feet right of and at right angle to centerline at Station 7+62.44;

thence, southerly, meandering with said existing right of way line 113 feet, more or less, to the place of beginning and containing 2,560 square feet, more or less.

The tracts of land hereinabove described are a portion of that same real estate conveyed unto The Town of Buckhannon, from L.A. Mullins, by deed and plat dated November 12, 1904, of record in the Office of the Clerk of the County Commission of Upshur County, West Virginia, in Deed Book 38 at Page 172.

NOW, THEREFORE, be it RESOLVED, The Council of the City of Buckhannon desires to convey to the State of West Virginia, Department of Transportation, Division of Highways, the rights described herein in and to the real estate described herein. The Mayor of the City of Buckhannon, or his designee, is hereby duly authorized and empowered to execute, acknowledge and deliver on behalf of the City of Buckhannon, by such appropriate instruments as may be necessary to effect the purposes of this resolution, together with any and all other reasonable, necessary or proper documents respecting the conveyance of the interests in real estate described herein to the West Virginia Department of Transportation, Division of Highways.

BE IT FURTHER RESOLVED that the acceptance of the conveyance of the subject property is without any conditions, except as set forth in the deed of conveyance, of its use and said property may be used by and on behalf of the West Virginia Division of Highways and its contractor(s).

BE IT FURTHER RESOLVED , that this Resolution shall become effective immediately upon its approval by the Mayor and Council of the City of Buckhannon.

ADOPTED AND APPROVED on the 6th day of November, 2025, at the regular meeting of the Council of the City of Buckhannon.

ROBERT N. SKINNER, III, MAYOR

RANDALL H. SANDERS, RECORDER

PAMELA M. BUCKLEW, COUNCIL MEMBER

VACANT

JACK L. REGER, COUNCIL MEMBER

ROBERT S. ZULIANI, COUNCIL MEMBER

SCOTT D. RANDALL, COUNCIL MEMBER

Prepared by:
Thomas J. O'Neill, City Attorney
City of Buckhannon, West Virginia
70 East Main Street
Buckhannon, WV 26201
WV Bar No. 10575

iii. Approve Ordinance No. 477 First Reading – This item was no longer necessary and was considered stricken from the agenda.

b. Pavement Assessment of City Streets – Mr. Crosten proposed commissioning an updated Pavement Assessment of city streets at a cost of \$24,900. Council discussed whether the most recent assessment could be utilized instead, in conjunction with a review of completed projects and a visual inspection conducted by city staff. Following deliberation, the item was tabled for future consideration.

PublicWorks1 Price Proposal

Buckhannon	Centerline Miles: 62
70 East Main Street, Buckhannon, WV 26201	Prepared by: Hunter Adams and Joel Perkins

Service & Travel Fees

PublicWorks1 Services	Package Price	Billing
Pavement Condition Assessment -Pavement Condition Assessment using distress severity and extent -A pavement distress identification based on remaining service life (RSL), and the SHRP distress (alligator, transverse, edge, patching and potholes, longitudinal) -A condition for each segment, and a network pavement condition distribution is part of the deliverable. -A recommended treatment for each pavement segment -A complete data set entered the iWorQ Pavement Management application (Purchase of the software is required) -The information and data required for budgeting and planning is part of the deliverable	\$18,500	One-Time
Data Collection and Asset Conversion Package includes: -Trimble MX7 Image Collection -Data Conversion -Presented/Delivered Data Shapefile for the following assets: -Sign	Included	One-Time
Travel Fees	\$6,400	One-Time
Services Total (This amount will be invoiced once)	\$24,900	One-Time Total

NOTES & SERVICE(S) DESCRIPTION

- I. Invoice for the Service(s) will be sent out the day work on this project starts.
- II. This Agreement has been provided at the Customer’s request and is valid until 12/31/2025.
- III. This Contract cannot be used to compete with other companies.

c. E911 Addressing System – Mayor Skinner initiated a discussion regarding the City of Buckhannon’s necessary adoption of the E911 Addressing System. He emphasized that addresses with fractional street numbers (e.g., “½”) will soon be deemed undeliverable by the United States Postal Service, necessitating prompt action by the City to ensure continued mail service and accurate emergency response. The Mayor noted that Upshur County has already completed its portion of the E911 addressing updates, and the City’s role is to implement the changes within municipal boundaries formally. He outlined several benefits of the system, including improved emergency response coordination, enhanced public safety, and alignment with countywide standards. Mr. Crosten informed Council that FEMA may provide grant funding to assist with the costs associated with the transition. City Attorney Tom O’Neill advised Council on the procedural steps required to pursue the change, including coordination with relevant agencies and formal adoption of the updated addressing system.

Randall/Thomas motioned to approve the process of adopting the E911 Addressing System within the corporate limits of the City of Buckhannon. The motion included directing the Director of Public Works to explore potential funding sources to support implementation, and directing the City Attorney to prepare any necessary ordinance or legal action to effectuate the change. The motion carried.

d. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits – The Building and Wiring Permits had been circulated for review earlier in the day and also appeared in the Council packet.



Permit Fee Report #76728 - #76748
10/02/2025 - 10/15/2025

Permit #	Applicant Name	Applicant Address	Primary Contractor	Description	Project Cost	Fee Amount	Electrical Property Type	Asbestos Inspection	Zoning Approval Date	Historic Property	Flood Zone Area	Flood Zone /Elevation Certificate	FEMA Accessory Use
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Group: Commercial Electrical Fee

76731	Holy Rosary Catholic Church	34 Franklin St	CMH HOMES, INC. dba Freedom Homes	32'x76' Prefab Modular One Story Parish Center, Office & Classrooms	350,000.00	350.00	A Commercial Property	No	10/3/2025	No	Zone AE	Yes -If yes attach report	
					350,000.00	350.00							

Group: Commercial-Industrial (nonresidential)

76748	JODY LIGHT	139 S FLORIDA ST	ULTIMATE ROOFING WV LLC	REROOF	8,750.00	83.13		Yes -If yes attach report		No	N/A	No	No
76746	RODNEY WRIGHT	42 SMITHFIELD ST		BATHROOM REMODEL	2,000.00	19.00		No		Yes	Zone AE	Yes-Elevation Cert. Not Required	No
76743	COLOR BAR 51-BRANDY BALL	13 YOUNG LN	THE SIGN GUY	WINDOW DECAL & REPLACING FACE ON EXISTING FRAME (18"X12")	150.00	15.00		No	10/10/2025	Yes	Zone AE	Yes-Elevation Cert. Not Required	No
76739	LEAF & LITTLE-CHELSIE REXROAD	18 N KANAWHA ST		REPLACING EXISTING SIGNAGE	50.00	15.00		No	5/21/2025	Yes	N/A	No	No
76740	THE THREAD LAB	11 E MAIN ST		5'X3' SIGNAGE ON EXISTING HANGING HOOKS	999.00	15.00		No	10/10/2025	Yes	N/A	No	No
76741	BELLA VIE BOUDOIR	108 S KANAWHA ST	THE SIGN GUY	CHANGE OF USE, 12 SQ FT SIGN FLAT AGAINST THE BLDING	275.00	15.00		No	10/10/2025	Yes	N/A	No	No
76736	VICTORY PREOWNED AUTO-DUSTIN SANDERS	234 S KANAWHA ST	SUNSET GRAPHICS	REPLACE MENT EXISTING SIGNAGE PANELS	1,177.00	15.00		No	8/6/2025	No	N/A	No	No
76734	KIM HOLLEN PENDING	22 MEADOW ST	SHREVE DRYWALL	INTERIOR REMODEL	8,000.00	76.00		No		No	Zone AE		
76735	Speedway Laundry Mat	131 S Florida St	Loudin Construction LLC	Drywall, Paint, Window Replacement	20,000.00	170.00		No		Yes	N/A	No	
76731	Holy Rosary Catholic Church	34 Franklin St	CMH HOMES, INC. dba Freedom Homes	32'x76' Prefab Modular One Story Parish Center,	350,000.00	1,925.00	A Commercial Property	No	10/3/2025	No	Zone AE	Yes -If yes attach report	

				Office & Classroom s									
					391,401.00	2,348.13							

Group: No Charge

76747	UPSHUR CO COURTHOUSE	38 W MAIN ST	ARCOR MECHANICAL SYSTEMS, LLC	REPLACE MENT OF CHILLER & PIPING (HVAC System)	214,690.00	0.00		No		Yes	N/A	No	No
76744	STATE OF WV	83 BRUSHY FORK	SG YOUNG CONTRACTING	REROOF	2,947,500.00	0.00		Yes -If yes attach report		No	N/A	No	No
					3,162,190.00	0.00							

Group: Residential (non-commercial)

76745	JOHN WHITEHAIR	20 BOGGESS ST	UNITED DIRTWORKS	RETAININ G WALL (CONCRETE BLOCK)	12,000.00	132.00		No	10/10/2025	No	N/A	No	No
76742	MATTHEW BOHMAN	154 POCAHONTAS ST		STEPS AND PLATFORM FOR ADA RAMP (5'X12')	2,000.00	22.00		No	10/10/2025	No	N/A	No	No
76737	WILLIAM DOWELL	142 BARBOUR ST		BATHROOM REMODEL	1,500.00	16.50		No		No	N/A	No	No
76738	Mary Martin	89 Barbour St		12'x20' Carport	2,343.00	25.77			10/10/2025	No	N/A	No	
76732	TONYA FOSTER	4 GILBERT ST	LEANNA HADDIX-ENVIRO-AIR LLC	REROOF-REPLACE SHINGLES , BUILDING PORCH W/ROOF (12X25) IN THE REAR	4,100.00	45.10		Yes -If yes attach report	9/24/2025	No	N/A	No	No
76733	Kroshus Management	40 S Florida St	TRADEWORK RX	4 Parking Spaces along Rohrbough Lane, Leveling, Concrete Steps install & landscaping development	4,000.00	44.00		No	10/6/2025	Yes	N/A	No	
76728	RHONDA JEFFERIES	185 CAMDEN AVE		REPLACE EXISTING DECK BOARDS ON FRONT PORCH	800.00	10.00		No		No	N/A	No	No
76729	RONALD GIBSON	53 MEADE ST	DAN NEEL FENCE CO	6' PRIVACY FENCE	5,400.00	59.40		No	10/1/2025	Yes	N/A	No	No
					32,143.00	354.77							

Group Total: 8

Group: Residential Electrical Fee

76730	KIM HOLLEN	22 MEADOW ST	JAMES STREETS	ELECTRIC AL UPGRADE	1,500.00	100.00	B2 Single Family Residen	No		No	Zone AE	Yes-Elevation Cert. Not	No
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				TO 200 AMP SVC			tial (500 sq ft)					Require d	
					1,500.00	100.00							

Group Total: 1

Group: Zoning Application Fee

76745	JOHN WHITEHAIR	20 BOGGESS ST	UNITED DIRTWORKS	RETAINING WALL (CONCRETE BLOCK)	12,000.00	20.00		No	10/10/2025	No	N/A	No	No
76743	COLOR BAR 51-BRANDY BALL	13 YOUNG LN	THE SIGN GUY	WINDOW DECAL & REPLACING FACE ON EXISTING FRAME (18"X12")	150.00	20.00		No	10/10/2025	Yes	Zone AE	Yes-Elevation Cert. Not Required	No
76740	THE THREAD LAB	11 E MAIN ST		5'X3' SIGNAGE ON EXISTING HANGING HOOKS	999.00	20.00		No	10/10/2025	Yes	N/A	No	No
76742	MATTHEW BOHMAN	154 POCAHONTAS ST		STEPS AND PLATFORM FOR ADA RAMP (5'X12')	2,000.00	20.00		No	10/10/2025	No	N/A	No	No
76741	BELLA VIE BOUDOIR	108 S KANAWHA ST	THE SIGN GUY	CHANGE OF USE, 12 SQ FT SIGN FLAT AGAINST THE BLDING	275.00	20.00		No	10/10/2025	Yes	N/A	No	No
76738	Mary Martin	89 Barbour St		12'x20' Carport	2,343.00	20.00			10/10/2025	No	N/A	No	
76739	LEAF & LITTLE-CHELSEI REXROAD	18 N KANAWHA ST		REPLACING EXISTING SIGNAGE	50.00	20.00		No	5/21/2025	Yes	N/A	No	No
76736	VICTORY PREOWNED AUTO-DUSTIN SANDERS	234 S KANAWHA ST	SUNSET GRAPHICS	REPLACE MENT EXISTING SIGNAGE PANELS	1,177.00	20.00		No	8/6/2025	No	N/A	No	No
76733	Kroshus Management	40 S Florida St	TRADEWORKS	4 Parking Spaces along Rohrbaugh Lane, Leveling, Concrete Steps install & landscaping development	4,000.00	20.00		No	10/6/2025	Yes	N/A	No	
76732	TONYA FOSTER	4 GILBERT ST	LEANNA HADDIX-ENVIRO LLC	REROOF-REPLACE SHINGLES , BUILDING PORCH W/ROOF (12X25) IN THE REAR	4,100.00	20.00		Yes -If yes attach report	9/24/2025	No	N/A	No	No
76731	Holy Rosary Catholic Church	34 Franklin St	CMH HOMES, INC. dba	32'x76' Prefab Modular One Story	350,000.00	20.00	A Commercial	No	10/3/2025	No	Zone AE	Yes -If yes attach report	

			Freedom Homes	Parish Center, Office & Classrooms			Property						
76729	RONALD GIBSON	53 MEADE ST	DAN NEEL FENCE CO	6' PRIVACY FENCE	5,400.00	20.00		No	10/1/2025	Yes	N/A	No	No
					382,494.00	240.00							
Group Total: 12													
					4,319,728.00	3,392.90							

Total Records: 34

10/16/2025

Reger/Bucklew motioned to approve the Building and Wiring Permits. The motion carried with Sanders abstaining.

9. Police Department Report – Chief Matthew Gregory – Chief Gregory provided an overview of the department's report as follows:



Buckhannon Police Department

24 S Florida St * Buckhannon, WV 26201

Phone 304-472-5723 * Fax 304-473-7911



City Council Report

10/16/25

- With the recent B-UHS Homecoming parade, the police department contacted a local tow company to be on stand-by in case of the need for car towing. Although no cars were towed during the event, the company made themselves available to be local. I recommend continuing to pursue this course of action for this need moving forward.
- The Buckhannon Academy School has begun the new traffic pattern for parent pick up. This pattern has vehicles queue in the Board of Education parking lot where there are as many as five lanes painted for vehicles to stack. When the Academy School parking lot is opened up at 3:15, the cars from the Board of Education parking lot then proceed, lane by lane, down the alley beside the Board of Education building, across Smithfield St., and then into the Academy School parking lot at the direction of one of the school employees.
- The police department is scheduled to host a variety of trainings at the Public Safety Complex Training room in the coming weeks. These trainings will focus on such issues as: Drug interdiction, investigations, liability issues and leadership principles.
- The police department, in conjunction with the Upshur County Family Resource Network, will host it’s annual Trunk or Treat event at the Public Safety Parking lot on Monday, October 27 from 6:30 – 8:30 p.m.

Non-Binding Budgetary Estimate

Payment Summary

Date	Subtotal	Tax	Total
Jan 2026	\$9,112.80	\$0.00	\$9,112.80
Jan 2027	\$9,112.80	\$0.00	\$9,112.80
Jan 2028	\$9,112.80	\$0.00	\$9,112.80
Jan 2029	\$9,112.80	\$0.00	\$9,112.80
Jan 2030	\$9,112.80	\$0.00	\$9,112.80
Total	\$45,564.00	\$0.00	\$45,564.00

Thomas/Bucklew motioned to approve the Taser purchase program, authorizing an initial payment of \$30,000 and allocating the remaining balance of \$15,564.00 over the next four years, at \$3,891 annually. The motion carried.

10. City Attorney’s Report – Thomas J. O’Neill - a. Ordinance No. 476 New Water Rates for Water Distribution Services 2nd Reading – City Attorney Tom O’Neill presented Ordinance No. 476 regarding New Water Rates for Water Distribution Services for its 2nd of 3 readings.

ORDINANCE NO. 476 OF THE CITY OF BUCKHANNON, AN ORDINANCE:
(1) AMENDING ORDINANCES NOS. 207, 228, 342, 369, 392, and 451 OF THE CITY OF BUCKHANNON, AND (2) SPECIFICALLY ESTABLISHING NEW WATER RATES FOR WATER DISTRIBUTION SERVICES PROVIDED BY THE WATER BOARD OF THE CITY OF BUCKHANNON

WHEREAS, the current rates and charges of the Water Board of the City of Buckhannon for providing water distribution services as were previously adopted by City Ordinances No. 207, 228, 342, 369, 392, and 451 are presently insufficient to maintain the high quality of water distribution services offered by the Board and City to the residents of Buckhannon and surrounding Upshur County; and,

WHEREAS, the Board and City have not increased water rates since 2021; and,

WHEREAS, the Board and City’s cost of providing water distribution services has increased substantially since 2021, including the future costs of designing and constructing a new water treatment facility which are now deemed crucial; and,

WHEREAS, the City’s ability to improve and maintain its water distribution operations, including through the necessary construction of a new water treatment plant, are substantially impeded given current revenues realized from the collection of current rates and charges; and,

WHEREAS, state or federal funding sources require a certain financial contribution – supported by ratepayers – to be contributed to the project by the system; and,

WHEREAS, the Buckhannon municipal water system’s rates are currently within the top ten percent of the most affordable water rates in the State of West Virginia, with a ranking of 29th out of the 327 water systems in West Virginia for affordability; and,

WHEREAS, the Board and the City recently requested Todd Dingess, CPA of the Accounting Firm Smith Cochran & Hicks PLLC of Charleston, West Virginia, to perform an independent rate study, which study was undertaken with recommendations being submitted to the Board and City, all as is evidenced by that certain written report dated September 9, 2025, tendered to both the Board and City; and,

WHEREAS, the rate study report was presented by Todd Dingess, CPA of the Accounting Firm Smith Cochran & Hicks PLLC, and discussed by the Water Board during a regularly convened, public meeting of the Board on September 11, 2025, the report urging the Board and City to adopt the rates recommended therein; and,

WHEREAS, the Water Board formally resolved during its regularly convened meeting of September 11, 2025 to immediately recommend to the City Council that the City increase Buckhannon’s rates and charges for water distribution services pursuant to the aforesaid rate study, said proposed rate and charge schedule being hereinafter described and set forth pursuant to Article II hereof; and,

WHEREAS, the Council of the City of Buckhannon is authorized pursuant to the statutory provisions of Chapter 8, Article 13, Section 13, and Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, to impose by ordinance upon the users of water distribution services, such reasonable rates, fees and charges as shall be collected in the manner specified by ordinance; and,

WHEREAS, the Council of the City of Buckhannon deems the rates and charges proposed by the Water Board of the City of Buckhannon, and as are set out in the aforesaid September 9, 2025 rate study report,

and further which rates and charges are described and set forth pursuant to Article II hereof, to be just and reasonable; and,

WHEREAS, in addition to the newly proposed rates and charges included in the aforesaid rate study report, the Water Board further moved to recommend the establishment of or increases in various administrative fees; and,

WHEREAS, the statutory provisions of Chapter 8, Article 11, Section 3, Paragraph (1), and Chapter 8, Article 13, Section 13 of the West Virginia Code, as amended, specifically provide that the collection of fees of any kind by a municipality shall be by ordinance; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia and further with the rules of the Public Service Commission of West Virginia, hereinafter referred to as "PSC," insofar as the establishment of new water distribution rates and charges is concerned.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF BUCKHANNON, AS FOLLOWS:

ARTICLE I - FINDINGS OF COUNCIL: The Council of the City of Buckhannon hereby makes the following findings:

(1) The current rates and charges of the Water Board of the City of Buckhannon for providing water distribution services as were previously adopted by City Ordinances No. 207, 228, 342, 369, 392, and 451 are now, based upon the increased costs of providing services, as well as the need to construct a new water treatment facility, insufficient to maintain the high quality of water distribution services offered by the Board and City to the residents of Buckhannon and surrounding Upshur County;

(2) The Board and City have not sought a water rate increase since 2021, although the Board and City's cost of providing water distribution services has increased substantially since 2021;

(3) The Board and City's opportunities to improve and maintain the City's water distribution operations, including its ability to finance the construction of a new water treatment facility, are substantially impeded given current revenues realized from the collection of current rates and charges;

(4) Following the Board and City's request, Todd Dingess, CPA of the Accounting Firm Smith Cochran & Hicks PLLC conducted an independent rate study respecting Buckhannon's water distribution operations, with findings and recommendations being set forth in a written report dated September 9, 2025;

(5) The rate study report was presented by Mr. Dingess during a regularly convened, public meeting of the Water Board also conducted on September 11, 2025;

(6) The rate study, together with the financing and other funding requirements of the water treatment plant construction project, call for the increase of rates over time, in three steps as outlined below; and,

(7) The Board formally moved and resolved during its September 11, 2025 meeting to recommend to the City Council that the City accept the rate recommendations contained in the required rate study, and that the City increase its rates and charges for water distribution services pursuant to the proposed rate and charge schedule described and set forth pursuant to Article II hereof;

(8) The Council considered the Board's recommendation together with the rate study report during its regularly convened public meeting on September 18, 2025, and directed the drafting of the necessary authorizing Ordinance;

(9) The Council of the City of Buckhannon is authorized pursuant to the statutory provisions of Chapter 8, Article 13, Section 13, and Chapter 24, Article 2, Section 4b of the West Virginia Code, as amended, to impose by ordinance upon the users of water distribution services such reasonable rates, fees, and charges as shall be collected in the manner specified in the ordinance;

(10) The Council of the City of Buckhannon deems all rates and charges proposed by the Water Board of the City of Buckhannon to be just and reasonable, and necessary to secure financing for the construction of a new water treatment plant;

(11) The statutory provisions of Chapter 8, Article 11, Section 3, Subsection (1), and Chapter 8, Article 13, Section 13 of the West Virginia Code, as amended, specifically provide that the collection of fees of any kind by a municipality shall be by ordinance; and,

(12) The Council of the City of Buckhannon desires in all respects to comply with all applicable statutes of the State of West Virginia and the rules of the PSC insofar as the establishment of new water distribution rates and charges is concerned.

ARTICLE II - RATE AND CHARGE SCHEDULE: The following rates and charges shall be paid for water distribution services offered by the Water Board of the City of Buckhannon, upon this Ordinance's effectuation, to be charged on and after the dates noted above. (Note: all rates are expressed as monthly charges):

Step 1: Rates to be charged on and after January 1, 2026, until December 31, 2026

TYPE OF CUSTOMER/SERVICE

(1) Users of 0 – 2,000 gallons of water:	\$9.82 / 1,000 gallons
(2) Users of 2,000 – 14,000 gallons of water:	\$9.46 / 1,000 gallons
(3) Users of 14,000 – 50,000 gallons of water:	\$8.49 / 1,000 gallons
(4) Users of more than 50,000 gallons of water:	\$3.91 / 1,000 gallons
(5) Minimum Monthly bill according to size of meter installed:	
(a) 5/8" meter or less	\$19.64
(b) 3/4" meter	\$29.46
(c) 1" meter	\$49.10
(d) 1&1/2" meter	\$98.20
(e) 2" meter	\$157.12
(f) 3" meter	\$294.60
(g) 4" meter	\$491.00
(h) 6" meter	\$982.00

NOTE: No minimum bill will be rendered for less than \$19.64 which is equivalent to 2,000 gallons of water used.

(6) Resale Customer(s): Resale customers shall pay a rate of \$3.01/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters.

Step 2: Rates to be charged on and after January 1, 2027, until December 31, 2027

TYPE OF CUSTOMER/SERVICE

(1) Users of 0 – 2,000 gallons of water:	\$11.50 / 1,000 gallons
(2) Users of 2,000 – 14,000 gallons of water:	\$11.08 / 1,000 gallons
(3) Users of 14,000 – 50,000 gallons of water:	\$9.94 / 1,000 gallons
(4) Users of more than 50,000 gallons of water:	\$4.58 / 1,000 gallons
(5) Minimum Monthly bill according to size of meter installed:	
(a) 5/8" meter or less	\$23.00
(b) 3/4" meter	\$34.50
(c) 1" meter	\$57.50
(d) 1&1/2" meter	\$115.00
(e) 2" meter	\$184.00
(f) 3" meter	\$345.00
(g) 4" meter	\$575.00
(h) 6" meter	\$1,150.00

NOTE: No minimum bill will be rendered for less than \$23.00 which is equivalent to 2,000 gallons of water used.

(6) Resale Customer(s): Resale customers shall pay a rate of \$3.53/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters.

Step 3: Rates to be charged on and after January 1, 2028

TYPE OF CUSTOMER/SERVICE

(1) Users of 0 – 2,000 gallons of water:	\$13.18 / 1,000 gallons
(2) Users of 2,000 – 14,000 gallons of water:	\$12.70 / 1,000 gallons
(3) Users of 14,000 – 50,000 gallons of water:	\$11.39 / 1,000 gallons
(4) Users of more than 50,000 gallons of water:	\$5.25 / 1,000 gallons
(5) Minimum Monthly bill according to size of meter installed:	
(a) 5/8" meter or less	\$26.36
(b) 3/4" meter	\$39.54
(c) 1" meter	\$65.90
(d) 1½" meter	\$131.80
(e) 2" meter	\$210.88
(f) 3" meter	\$395.40
(g) 4" meter	\$659.00
(h) 6" meter	\$1,318.00

NOTE: No minimum bill will be rendered for less than \$13.02 which is equivalent to 2,000 gallons of water used.

(6) Resale Customer(s): Resale customers shall pay a rate of \$4.05/1,000 gallons regardless as to quantity of gallons of consumed and regardless as to number of meters.

The following charges remain unchanged from enactment of Ordinance No. 451

(7) Bulk Water Customer(s):	Bulk water customers shall pay the greater of the rate appearing above per thousand gallons purchased, or \$25.00. (new)
(8) Delayed Payment Penalty*:	See note below.
(9) Tap/service connection fee**:	3/4" = \$750.00 (unchanged) 1" = \$1,000.00 (unchanged) Larger than 1" = at actual installation cost. Tap fees for fire service protection shall be the Board's actual cost of materials and labor to bring the connection to the customer's property line as set forth in the WV PSC's rules and regs. (unchanged)
(10) Disconnection/Reconnection service charge:	\$50.00 per occurrence will be charged whenever the water is turned off for violations of rules, non-payment of bills or at the request of the customer for maintenance on the customer's side of the meter. (unchanged)
(11) Returned Payment Charge***:	See note below.
(12) Leak adjustment****:	\$0.50/1,000 gallons (increase)
(13) Security Deposit:	Not to exceed two-twelfths (2/12) of the annual estimated charge for residential service, or one-sixth (1/6) of annual estimated charge for commercial service, or \$50.00 whichever is greater. (unchanged)
(14) Private hydrant/fire protection fee:	\$10.00 per month per hydrant and \$10.00 per fire service connection 4" or less. The monthly rate for each fire service connection greater than 4" is \$20.00. (unchanged)
(15) Meter & associated components damaged by customer (includes radio read components):	At actual repair & installation cost. (unchanged)

(16) Re-reading of meter at customer request: \$25.00 (unchanged)

Note: Any customer may request the Water Board to re-read the customer's water meter if the customer believes the meter reading was inaccurate. Any customer may request a meter re-reading once every 12 months at no charge to the customer. If any customer requests additional re-readings within any 12-month period, and the re-reading or re-readings substantiate that the initial reading was accurate, the customer then shall be charged \$25.00 for each additional re-reading. The customer shall not be charged if the initial reading is determined to have been inaccurate by more than five percent (5%).

(17) Meter test \$75.00 (unchanged)

Note: Any customer may request the Water Board to test the customer's water meter to determine the meter's accuracy. The customer shall pay \$75.00 for the meter test in advance of the test. In accordance with Rule 6.5 of the PSC's Water Rules, if upon testing, the meter is determined to be more than two percent (2%) average in error, the meter test fee shall be promptly refunded to the customer. If the meter is not found to be more than two percent (2%) in error, the City shall retain the meter test fee advanced by the customer for the test.

(18) Meter reinstallation \$100.00 (unchanged)

Note: In any event when a water meter is removed by the Water Board to prevent a customer from unlawfully obtaining water following a customer's service being disconnected by the Water Board for customer non-payment, the customer shall pay a water reinstallation fee of \$100.00 before the meter is reinstalled and water service is reinstated. This fee shall be in addition to any other reconnection fees.

*Delayed Payment Penalty - The above schedule is net. On all accounts not paid in full when due, ten percent (10%) will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

**Tap/service connection fee - This tap fee will be charged to all customers who apply for service outside of a certificate proceeding before the PSC for each new tap to the service.

***Returned payment charge - A service charge equal to \$25.00 will be imposed upon any customer whose check, EFT, ACH, or credit card payment of charges is returned by the financial institution processing payment.

****Leak adjustment - This amount shall be used when a bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such consumption above the customer's historical usage.

ARTICLE III - AUTHORITY OF MAYOR TO FILE ANY APPLICATIONS, TARIFF MODIFICATIONS AND/OR OTHER DOCUMENTS WITH THE WEST VIRGINIA PUBLIC SERVICE COMMISSION: The Mayor of the City of Buckhannon is authorized to prepare and file, and/or cause to be prepared and filed, any necessary applications, tariff modifications or other documents with the West Virginia Public Service Commission, and generally to assure the City of Buckhannon's compliance with the West Virginia Public Service Commission's rules and regulations respecting water distribution operations by a municipality. The provisions of Ordinances No. 207, 228, 342, 369, 392, 451, or any other ordinances of the City of Buckhannon addressing water distribution services are hereby amended pursuant to the provisions hereof.

ARTICLE IV - PREVIOUS WATER DISTRIBUTION ORDINANCES: Any other provisions of Ordinances No. 207, 228, 342, 369, 392, 451, or any other ordinance of the City of Buckhannon addressing water distribution services and not expressly amended pursuant to this Ordinance No. 476, remain in full force and legal effect, except for those rates, charges, and ordinance provisions which are expressly amended hereby.

ARTICLE V - PUBLIC SERVICE COMMISSION AND WATER BOARD RULES AND REGULATIONS: This Ordinance is adopted by the City of Buckhannon to comply with all rules of the West Virginia Public Service Commission. Notwithstanding this intention, this Ordinance shall not prohibit the Water Board of the City of Buckhannon from establishing, applying and/or amending from time to time, the Board's own rules and regulations which are not inconsistent with PSC rules and regulations, and which Board-

established rules and regulations are promulgated to facilitate the administration and operation of the City’s water distribution system.

ARTICLE VI - SEVERABILITY: In the event that any provision(s) of this Ordinance is determined to be unconstitutional or invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically held to be unconstitutional or invalid other than that provision(s) which is specifically determined to be unconstitutional or invalid.

ARTICLE VII - EFFECTIVE DATE: Pursuant to Chapter 24, Article 2, Section 4b, Paragraph (b) of the West Virginia Code, as amended, this Ordinance shall be deemed effective immediately following forty-five (45) days from the third (3rd) reading, passage and adoption by the Council of the City of Buckhannon, i.e., December 21, 2025.

FIRST READING:	October 2, 2025
SECOND READING:	October 16, 2025
THIRD READING, PASSAGE AND ADOPTION:	November 6, 2025

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 476 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on November 6, 2025.

Randall H. Sanders, City Recorder

Reger/Zuliani motioned to approve Ordinance No. 476, New Water Rates for Water Distribution Services, on its 2nd Reading. The motion carried.

11. New Business Discussions - None

12. Council Members’ Remarks and Announcements – Mr. Thomas asked to go last tonight.
Scott Randall: Mr. Randall had nothing further.

Pamela Bucklew: Mrs. Bucklew spoke of the PTSD911 presentation recently given and provided an overview, noting that it was valuable and offered her fresh insight. She is also pleased with the new traffic pattern near Smithfield Street for the Academy School after-school pickups.

Jack Reger: Mr. Reger thanked Mrs. Syski for her earlier remarks regarding the river. He is also pleased with the recent street paving projects. He went on to announce his candidacy for the WV State Senate, noting that if he is fortunate to win, he will remain a Buckhannon City Council member, which is permitted under current law.

Robert Zuliani: Mr. Zuliani thanked the Upshur County Board of Education and Chief Gregory for the changes to the after-school pickup policies and for the relief they have given to the Smithfield Street residents.

13. City Recorder’s Report, Remarks, and Announcements – Recorder Sanders provided the following report:

- a. Report of Events, Correspondence, and Information**
- i. BCT-PUFFS Performance 10/23/25-10/26/25 at CAC
 - ii. Trunk-or-Treat at the Public Safety Complex 10/27/25 6:30 - 8:30 pm
 - iii. Trick-or-Treat in the City Limits 10/31/25 6:00 - 7:30 pm
 - iv. Pop’s Furniture Costume Contest 10/31/25 7:45 pm at Jawbone Park
 - v. Veterans Day Parade 11/11/25
 - vi. BFD Christmas Parade 12/05/25 at 6:00 pm
 - vii. Weyerhaesuer Deepens Commitment to Buckhannon with \$1 Million THRIVE Investment
 - viii. Mayor’s Letter of Support WV First Foundation MIG One Unique Recovery House

October 6, 2025

West Virginia First Foundation
Momentum Initiative Grant (MIG)
One Unique Recovery House Letter of Support

To Whom It May Concern:

One Unique Recovery House (OUR House) has been established in Upshur County, WV since 2020. This organization has been assisting individuals gain and sustain long term recovery from substance use disorder and navigating the re-integration process.

I endorse One Unique Recovery House's application for funding from the West Virginia First Foundation, Momentum Initiative Grant (MIG).

Sincerely,
Robbie Skinner
Mayor, City of Buckhannon

ix. September 2025 Report of Cat Activity from the Upshur County Commission-14 Cats Trapped

b. Upcoming Events at The Event Center at Brushy Fork

- i. October 18, 2025-BUHS Class of 1970 Reunion
- ii. November 8, 2025-Mountain Heart Training Event
- iii. November 10, 2025-Vitalant Blood Drive provided by WVU Medicine St. Joseph's Hospital & the Rotary Club of Buckhannon-Upshur
- iv. November 19, 2025-Private Sports Award Event
- v. November 22, 2025-Holly Jolly Craft Show
- vi. ~~November 29, 2025-Real Shoot Wrestling Event~~
- viii. December 06, 2025- Holiday "FURtastic" Elimination Dinner
- ix. December 09, 2025- Private Holiday Event
- x. ~~December 20, 2025-Real Shoot Wrestling Event~~

Sanders also commended Mrs. Bucklew and her committee for the downtown Halloween promotion and reported on construction progress at the WVARNG Readiness Center, where the Event Center at Brushy Fork is located.

Weyerhaeuser Deepens Commitment to Buckhannon with \$1 Million THRIVE Investment

BUCKHANNON, WV — Weyerhaeuser is strengthening its long-standing partnership with Buckhannon, West Virginia, through a major investment aimed at supporting the community's long-term growth and resilience.

The company announced this week that Buckhannon will receive a \$1 million investment through Weyerhaeuser's THRIVE program—a multi-year initiative designed to help rural communities grow stronger and more sustainable for generations to come. Buckhannon is the third community nationwide selected for THRIVE, which launched in 2023 to support towns closely tied to the forest products industry.

"This investment clearly demonstrates Weyerhaeuser's commitment to Buckhannon," said Mayor Robbie Skinner. "We're excited and grateful to be chosen as a THRIVE community, and we look forward to working with company leaders and the residents of this great community to build a stronger and better future together."

Weyerhaeuser has operated an engineered wood products plant in Buckhannon for more than 25 years. The facility consistently ranks among the company's top-performing sites in terms of safety and manufacturing reliability. In addition to its Buckhannon operations, Weyerhaeuser manages more than 250,000 acres of timberlands across West Virginia and operates an oriented strand board mill in Sutton.

"Rural operating communities like Buckhannon are vital to our success and to the health of the forest products industry," said Devin W. Stockfish, Weyerhaeuser president and CEO. "We want to ensure these communities remain great places to live, work and do business for years to come, and we're excited to expand the positive impact of THRIVE in Buckhannon and the surrounding area."

The \$1 million investment will be distributed over several years, guided by input from local elected officials, business leaders, nonprofits, employees and community partners. Priority areas include

youth education, workforce development, and other initiatives that reflect Buckhannon’s unique needs and opportunities.

“Every THRIVE community has different priorities,” said Nancy Thompson, Weyerhaeuser senior director of advocacy and philanthropy. “We’re looking forward to hearing directly from Buckhannon residents and working together to support projects that make a real and lasting impact.”

THRIVE is part of Weyerhaeuser’s broader “3 by 30 Sustainability Ambition,” which focuses on strengthening rural communities, advancing climate solutions and conserving forests. Previous THRIVE investments have been made in Zwolle, Louisiana, and Raymond, Washington. Two additional communities will be announced in the coming years.

For Buckhannon, the THRIVE investment represents more than funding—it’s a reaffirmation of a relationship built over decades and a shared vision for the future.

###

Randy Sanders
City Recorder & Information Coordinator

14. Mayor’s Remarks and Announcements -Mayor Skinner thanked Mr. Sanders for his work with the WVARNG and for the many improvements at the Event Center at Brushy Fork. He also thanked Upshur County Superintendent of Schools, Christy Miller, for her work on the new traffic flow design for the Academy School after-school pick-up. He also noted that we will not need an Executive Session tonight.

Dave Thomas – Mayor Skinner then recognized Councilman Dave Tomas, who made these remarks, as reported in a news release featured in My Buckhannon

“About 34 years ago, I lost my vision, and I had a very difficult time,” Thomas said. “I still do, sleeping. There are times when I don’t sleep for probably two days. I was on a medication called Ambien, which helps you sleep. Unfortunately, there are some side effects to it — you walk in your sleep. Two-and-a-half years ago, my alarm went off, and I woke up in bed, bloody. I had a bloody pillow, and I hurt everywhere.” A friend rushed Thomas to the hospital. “To make a long story short, I had five broken ribs, three broken bones in my right arm, and I also had a brain bleed, and that was the real, terrible thing,” Thomas said. “I was in the intensive care unit for about a week, and I’ve been different ever since that time. I don’t have the same memory I used to have.” Thomas said he will say things he doesn’t remember, occasionally doze off, and may have inadvertently offended some people. “I have decided to step down as a city council person as of this evening,” Thomas said. “I have great admiration and respect for all the members sitting up here ... I also have great admiration and respect for our city employees who are currently employed and those who were employed in the past that have retired. I feel honored and privileged to have worked with this community for many, many years.”

Mayor Robbie Skinner thanked Thomas for his years of service to the Buckhannon community. “We know that this was not an easy decision for you to come to, and on behalf of all of us here as members of the city council — your colleagues — we are very grateful for the work that you have put in and the dedication that you’ve had to the City of Buckhannon for the past several decades,” Skinner said. “You have been a humongous fixture in this community, and we will miss you. This community will miss you.”

15. Executive Session Per WV Code § 6-9A-4 Personnel & Property Matters – As noted earlier, no longer necessary.

16. Declaration of Adjournment

At 8:13 p.m., Sanders made a motion to adjourn.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____