

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

A scheduled meeting of the Buckhannon Police Civil Service Commission was held in City Council Chambers at 70 East Main Street, on January 7, 2025 at 5:00pm with the following in attendance:

Commissioner	Karl Kolenich	Present
Commissioner	Geraldine Henderson	Absent
Commissioner	Mark Spencer	Present
Police Chief	Matthew Gregory	Present
Assistant City Recorder	Amberle Jenkins	Present

Police Civil Service Commission of the City of Buckhannon Meeting Agenda
5:00 PM Tuesday, January 7, 2025
Council Chambers | 70 East Main Street

- 1. Call to Order
- 2. Moment of Silent Reflection
- 3. Reciting of the Pledge of Allegiance
- 4. New Business Discussions
 - a. Review Applications to begin the process for the Eligibility List for Probationary Police Officer(s)
- 5. Comments and Announcements
 - a. Physical Agility Testing on Saturday, February 8, 2025 at 9:00 A.M. at The Event Center at Brushy Fork, 929 Brushy Fork Road
 - b. Written Exam on Saturday, February 8, 2025 (following the P.A.T.)
- 6. Declaration of Adjournment

Call to order: Police Civil Service Commission President-Karl Kolenich called the meeting to order followed by a moment of silence and pledge to the US flag.

New Business Discussions:

a. Review Applications to begin the process for Eligibility List for Probationary Police Officer(s)

NOTICE
THE POLICE CIVIL SERVICE COMMISSION
CITY OF BUCKHANNON, WEST VIRGINIA

Notice is hereby given that the Police Civil Service Commission of the City of Buckhannon will now accept applications for competitive examination for the eligibility list for entry-level police officer in the Police Department of the City of Buckhannon, subject to the following requirements:

- 1. Applicants must at least 18 years of age.
- 2. Must have High School diploma or GED equivalent. All transcripts required and submitted with the application.
- 3. Applicants will be subject to background check.
- 4. Applicants must have a Valid West Virginia Driver’s License.
- 5. Applicants must comply with all other laws, rules and regulations as prescribed in writing by the Code of the State of West Virginia and the Police Civil Service Commission of Buckhannon, West Virginia. Copies of the current written rules and regulations of said Commission are available for inspection by any member of the public at City Hall, 70 East Main Street, Buckhannon, WV during regular business hours.

As part of the application process, a required physical agility test and written examination will be administered on Saturday, February 8, 2025 at 9:00 A.M. Further information to be available from City Hall through the application process. The top three scores will be sent to city council for interview where a hiring decision may be made.

Candidates that are successfully hired will be subject to residency requirements, drug test, physical, psychological and polygraph examination.

All applications must be received by the Commission at City Hall; or alternatively be postmarked, addressed to the Police Civil Service Commission, 70 East Main Street, Buckhannon, WV 26201, **no later than 4:30 p.m. or**

postmarked by 12:00 midnight on Friday, January 3, 2025. Details may also be found on the City of Buckhannon website —www.buckhannonwv.org

Application forms may be obtained from City Hall, 70 East Main Street, Buckhannon, WV 26201 or Buckhannon Police Department, Buckhannon WV 26201 by calling 304-472-5723. You may also email timsmith@buckhannonpolice.com for a copy of the application.

Randall Sanders, Clerk
Police Civil Service Commission



CITY of BUCKHANNON

POLICE DEPARTMENT

HIRING NOW

THE BUCKHANNON POLICE DEPARTMENT IS NOW TAKING APPLICATIONS

BENEFITS PACKAGE TO INCLUDE:
FAMILY MEDICAL INSURANCE ♦ PAID VACATION & SICK LEAVE
TRAINING OPPORTUNITIES ♦ PROFESSIONAL CAREER ADVANCEMENT
OVERTIME OPPORTUNITIES ♦ CALEA ACCREDITED
EQUAL OPPORTUNITY EMPLOYER

THE BUCKHANNON POLICE DEPARTMENT OFFERS THE FOLLOWING SALARIES,
BASED ON A CANDIDATE'S QUALIFICATIONS:

\$22.39 hr for an Uncertified Entry Level Officer
\$23.66 hr for an Entry Level Officer upon attaining WV Law Enforcement Certification
\$24.66 hr for a Certified Entry Level Officer who has an Associate or Bachelor's Degree
\$25.17 hr for a Certified Entry Level Officer who has a Bachelor's Degree in Criminal Justice



FOR MORE INFORMATION & APPLICATION PLEASE CONTACT:
CHIEF MATT GREGORY
PHONE: 304-472-5723
EMAIL: mattgregory@buckhannonpolice.com

Twelve new applications were received and reviewed by the Police Civil Service Commission Members:

1. BENDER, COLE WILLIAM
2. CORLEY, DANIELLE LEIGH
3. DOWLING, EHTAN THOMAS
4. ELDER, MELVIN JOEL
5. FONDEM, BRIAN ACHA
6. JEFFERSON, JEFFREY MICHAEL
7. KELLEY, JASON ALAN
8. MCDANIELS, HUNTER ALLEN
9. PHILLIPS, ROBERT JASON
10. RAINES, KEENAN RAHZEL
11. RYAN, CALEB SCOTT
12. WARNER, THOMAS JEHU

Two candidates are currently on the eligibility list:

- | | |
|----------------------------|--------|
| 1.HATHAWAY, ANDREW DEWAYNE | 72.41% |
| 2.HAYMOND. MICHAEL ALLEN | 80.11% |

Upon review of each of the new applications that were submitted, it was noted that one application, Brian Acha Fondem was rejected as the candidate was not a United States Citizen. The Buckhannon Police Civil Service Commission follows the WV Code requiring US Citizenship.

It was also noted that three of the new application candidates either had past employment as a law enforcement officer or is currently employed as a law enforcement officer.

- Bender is a currently employed law enforcement officer and would not be required to take the P.A.T. test as he could be eligible for a lateral transfer. However, he would be required to take the written test.

The other two candidates (Warner and Kelley) will be required to take the P.A.T. test and written test as they are not current, actively employed in law enforcement as of this date.

- Warner is not a current, actively employed law enforcement officer since August 2024 and was employed in Texas
- Kelley is not a current, actively employed law enforcement officer since 2018 and was employed in New Jersey.

Motion Kolenich/Spencer to authorize that the applicants excluding Brian Acha Fondem, can move on to the next phase of testing. Motion carried.

Comments and Announcements:

The Physical Agility Testing and Written Exam will be held on February 8, 2025 beginning at 9:00 a.m. at The Brushy Fork Event Center located in the WV Army National Guard Complex at 929 Brushy Fork Rd, Buckhannon, WV 26201

Declaration of Adjournment: Motion Kolenich/Spencer to adjourn at 6:15 pm. Motion carried.

Commissioner	Karl Kolenich
Commissioner	Geraldine Henderson
Commissioner	Mark Spencer
Assistant City Recorder	Amberle Jenkins