



**Council of the City of Buckhannon  
Public Meeting Agenda  
7:00 PM | Thursday, December 18, 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 12/04/25
5. Recognition of Guests
  - a. Fire Department Pinning of Probationary Firefighter Joshua Bowers
  - b. Upshur County Tobacco Prevention Coalition-Amanda Hayes & Chris Garrett
    - i. Great American Smokeout Presentation & Consider Request to Implement a Vape/Smoke Shop Ordinance
6. Public Comment – Motion to Open & Close Requested
7. Financial Report – Director of Finance, Amberle Jenkins
  - a. Approve Payment of Bills
  - b. General Fund Revenue Review Committee Recommendations -Outside Entity Funding Requests
    - i. Appropriate \$50,000.00 to the WV Strawberry Festival Association for 2026 Event
    - ii. Appropriate \$8,000.00 to the Upshur County Senior Center for Operations/Maintenance Services
    - iii. Appropriate Additional \$20,000.00 to CPWB for Land & Water Conservation Fund Grant Park Projects
8. Public Works Report – Director of Public Works, Ethan Crosten
  - a. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits
9. Police Department Report – Chief Matthew Gregory
  - a. Donation of the BPD's Discontinued X2 Tasers to the Upshur County Sheriff's Office
10. City Attorney's Report – Thomas J. O'Neill
  - a. Charles W. Gibson Library Addition Project
    - i. Execution of Memorandum of Understanding between the COB & the Charles W. Gibson Library Board of Trustees -Payment of All Fees Associated with Task Order No. 82 & Exhibit A
    - ii. Execution of Task Order No. 82 & Exhibit A
11. New Business Discussions
  - a. CPWB Recommendation Not to Proceed with the Gateway North Sidewalk & Lighting Design Phase
  - b. CPWB Recommendation to Submit an Intent to Apply for Route 20 South Sidewalk & Lighting Project
12. Council Members' Remarks and Announcements
13. City Recorder's Report, Remarks, and Announcements
  - a. Report of Events, Correspondence, and Information
    - i. Cancellation of the City Council Meeting 01/01/2026 due to Holiday
    - ii. Call for Election COB 05/12/2026
    - iii. Charles Gibson Library Director's Report 11/2025
  - b. Upcoming Events at The Event Center at Brushy Fork
    - i. January 31, 2026- Upshur County Youth Livestock Association Fundraiser
    - ii. February 7, 2026- BUHS Band Booster Binger Fundraiser
    - iii. February 13, 2026- Vitalant Blood Drive provided by WVU Medicine St. Joseph's Hospital and the Rotary Club of Buckhannon-Upshur
    - iv. February 14, 2026 – Hands and Hearts for Christ Fundraiser
    - v. March 21, 2026 – Central WV Friends of the NRA Fundraiser
    - vi. April, 18, 2026 – The SETH Project Gala
14. Mayor's Remarks and Announcements
15. Declaration of Adjournment

