

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

Two public hearings and a regular meeting of the Buckhannon City Council were held on Thursday, December 4, 2025, beginning 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	Scott Randall	Present
Council Member	Vacant	N/A
Assistant Recorder & Director of Finance	Amberle Jenkins	Present
City Attorney	Tom O'Neill	Present
Buckhannon Fire Department	Chief J.B. Kimble	Present
Director of Public Works	Ethan Crosten	Present
City Hall Office Manager	Barbara Hinkle	Present
Media:		
Channel 3	Rodney Irvin	Present
MyBuckhannon.com	Brian Bergstrom	Present
Record Delta	Noah Jeffries	Present - GTM

Attendance for Public Hearing I: See the sign-in sheet, which is part of the minutes.

Attendance for Public Hearing II: See the sign-in sheet, which is part of the minutes.

Guests: Tammy Reger, UC Chamber of Commerce; Lily Hicks, Courtney Luckasevic, Angela Hess, Kelsey Luterek, and Julie McCourt, all of Leadership Upshur.

*Council of the City of Buckhannon  
Public Meeting Agenda  
7:00 PM | Thursday, December 4, 2025  
Council Chambers | 70 East Main Street*

- 1. PUBLIC HEARINGS
  - I. TO CONDUCT A PUBLIC HEARING REGARDING THE CITY OF BUCKHANNON FOR THE SUBMISSION OF THE FEMA GRANT APPLICATION TAYLOR STREET STORM SEWER COLLECTION SYSTEM PROJECT PHASE
  - II. TO CONDUCT A PUBLIC HEARING REGARDING THE CITY OF BUCKHANNON FOR THE SUBMISSION OF THE FEMA 5% INITIATIVE GRANT APPLICATION FOR THE PROPOSED E-911 ADDRESSING PROJECT
- 2. Call to Order
- 3. Moment of Silent Reflection
- 4. Pledge of Allegiance
- 5. Approval of Previous Meeting Minutes: Regular Meeting: 11/20/25
- 6. Recognition of Guests
  - a. Leadership Upshur -Service Project Update
  - b. West Virginia Wesleyan College Student Senate Wyatt Burns
- 7. Public Comment – Motion to Open & Close Requested
- 8. Financial Report – Director of Finance Amberle Jenkins
  - a. Call for Election 2026
  - b. Approval Renewal Volunteer Firemen’s Insurance Services (VFIS)
  - c. Approve Payment of Bills
- 9. Public Works Report – Director of Public Works, Ethan Crosten
  - a. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits

10. Fire Department Report – Chief J.B. Kimble
11. City Attorney’s Report – Thomas J. O’Neil
  - a. Authorization for Property Acquisition for the New Water Treatment Plant
12. Old Business Discussions
13. New Business Discussions
  - a. City’s Appointment to the Upshur County Recreation Board
  - b. Planning Commission – Two Vacant Seats
14. Council Members’ Remarks and Announcements
15. City Recorder’s Report, Remarks, and Announcements
  - a. Report of Events, Correspondence, and Information
    - i. Weyerhaeuser’s THRIVE Buckhannon Community Development Survey
    - ii. BFD Christmas Parade on 12/05/2025, at 6:00pm
    - iii. Annual Menorah Lighting in Jawbone Park on 12/14/25, at 7:00 p.m.
    - iv. City Hall will be closed from 12:00 Noon to 2:00pm on 12/16/2025 for Staff Holiday Party
    - v. Cancellation of the City Council Meeting January 1, 2026, due to Holiday
  - b. Upcoming Events at The Event Center at Brushy Fork
    - i. December 05, 2025 - Hank’s Christmas Wish 3: Elvis Lives Movie Premiere
    - ii. December 06, 2025 - Holiday “FURtastic” Elimination Dinner
    - iii. December 07, 2025 – WVARNG 601st Holiday Celebration (Private)
    - iv. December 09, 2025 - Corporate Holiday Celebration (Private Event)
    - v. December 13, 2025 – Corporate Holiday Celebration (Private Event)
    - vi. December 16, 2025 – Rotary Club of Buckhannon Upshur Holiday Dinner (Members & Guests)
    - vii. December 17, 2025 – WVARNG USPFO Holiday Celebration (Private)
16. Mayor’s Remarks and Announcements
17. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on December 1, 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. PUBLIC HEARINGS**

**I. TO CONDUCT A PUBLIC HEARING REGARDING THE CITY OF BUCKHANNON FOR THE SUBMISSION OF THE FEMA GRANT APPLICATION TAYLOR STREET STORM SEWER COLLECTION SYSTEM PROJECT PHASE** - At 7:02 p.m., Mayor Skinner called Public Hearing I to order regarding the City of Buckhannon’s submission of a FEMA grant application for the Taylor Street Storm Sewer Collection System Project Phase II. The Mayor invited public comment; none was offered. The Mayor declared Public Hearing I closed.

### **NOTICE OF PUBLIC HEARING**

#### **CITY OF BUCKHANNON SUBMISSION OF FEMA GRANT APPLICATION TAYLOR STREET STORM SEWER COLLECTION SYSTEM PROJECT – PHASE 1**

Notice is hereby given that the Council of the City of Buckhannon (the “City”), in accordance with requirements of the Federal Emergency Management Agency (FEMA), will conduct a public hearing on Thursday, December 4, 2025, at 7:00 PM EST in Council Chambers at Buckhannon City Hall.

The purpose of this hearing is to receive public comment regarding the City’s proposed submission of an application under the FEMA Hazard Mitigation Grant Program for funding to construct Phase 1 of the Taylor Street Storm Sewer Collection System Project.

Members of the public are invited to attend and provide oral comments during the hearing.

Written comments may also be submitted in advance or no later than the hearing date to:

City Hall  
70 East Main Street  
Buckhannon, WV 26201  
Attn: Public Hearing – Storm Sewer Project Application

By Order of the Council of the City of Buckhannon  
Honorable Robert N. Skinner, Mayor

PUBLIC HEARING SIGN-IN SHEET – FEMA HMGP GRANT APPLICATION SUBMISSION			
Project:	Taylor Street Storm Sewer Collection System Project - Phase 1	Meeting Date:	December 4, 2025 at 7:00 PM EST
Facilitator:	City of Buckhannon, WV	Place/Room:	Buckhannon City Council Chambers

Name	Company	Phone	E-Mail
Jay Hollen	City of Buckhannon	304-472-1651	jay.hollen@buckhannonwv.org
			Mayor: Robert N. Skinner
			Council: Jack Regan
			Council: Pamela M. Bucklew
			Council: [Signature]
			Council: [Signature]
			Recorder: [Signature]

**II. TO CONDUCT A PUBLIC HEARING REGARDING THE CITY OF BUCKHANNON FOR THE SUBMISSION OF THE FEMA 5% INITIATIVE GRANT APPLICATION FOR THE PROPOSED E-911 ADDRESSING PROJECT** - At 7:03 p.m., Mayor Skinner called Public Hearing II regarding the City of Buckhannon to submit the FEMA 5% Initiative Grant Application for the proposed E-911 Addressing Project to order. The Mayor asked if any persons in attendance would like to be heard regarding this Public Hearing.

Nancy Shobe was recognized and spoke in opposition to a citywide readdressing, citing prior Council review, resident inconvenience, and concerns for elderly residents. She urged the City to correct only the approximately 230 problematic “half-number” addresses identified by the Postal Service. She questioned whether residents had been adequately notified and encouraged the City to pause the process for additional public input.

Lynn Shaver also spoke in opposition, stating that the project would be an unnecessary burden on residents and a misuse of FEMA funds. She emphasized that GPS, new street signage, and the requirement of visible house numbers would be more effective and less disruptive.

City Engineer Jay Hollen clarified that this hearing is the first required step in the FEMA application process. If the grant is awarded, additional public hearings will occur before any project is advertised or awarded.

A brief discussion followed between Mrs. Shobe and Mayor Skinner regarding public notification procedures.

Fire Chief J.B. Kimble addressed the operational challenges posed by inconsistent addressing, citing recent incidents in which responders struggled to locate residences. He explained that the City’s numbering system contains numerous inconsistencies and that correcting only the 230 problematic addresses would not resolve systemic issues. He emphasized that a distance-based addressing system would improve emergency response.

Mayor Skinner reiterated that no decisions were being made at this time and that additional opportunities for public input will occur in 2026.

Hearing no further comments, the Mayor declared Public Hearing II closed at 7:28 p.m.

**NOTICE OF PUBLIC HEARING**

**THE COUNCIL OF THE CITY OF BUCKHANNON FOR THE  
SUBMISSION OF THE FEMA 5% INITIATIVE GRANT APPLICATION FOR THE  
PROPOSED E-911 ADDRESSING PROJECT**

Notice is hereby given that the Council of the City of Buckhannon (the “City”), in accordance with requirements of the Federal Emergency Management Agency (FEMA), will conduct a public hearing on Thursday, December 4, 2025, immediately following the previously-scheduled 7:00 PM EST public hearing in Council Chambers at Buckhannon City Hall.

The purpose of this hearing is to receive public comment regarding the City’s proposed submission of an application under the FEMA 5% Initiative Grant Program to support the readdressing of all structures located within the City’s corporate limits to conform with the National Emergency Number Association (NENA) E-911 addressing requirements.

Members of the public are invited to attend and provide oral comments during the hearing.

Written comments may also be submitted in advance or no later than the hearing date to:

City Hall  
70 East Main Street  
Buckhannon, WV 26201  
Attn: Public Hearing – E-911 Addressing Project Application

By Order of the Council of the City of Buckhannon  
Honorable Robert N. Skinner, III, Mayor

PUBLIC HEARING SIGN-IN SHEET – FEMA 5% INITIATIVE GRANT APPLICATION SUBMISSION			
Project:	E-911 Addressing Project	Meeting Date:	December 4, 2025 at 7:00 PM EST
Facilitator:	City of Buckhannon, WV	Place/Room:	Buckhannon City Council Chambers
Name	Company	Phone	E-Mail
✓ Nancy Shobe		304-472-2134	Shobe.na52@gmail.com
✓ Vickie Drane		813 503 - 7763	drane.vickie@gmail.com
✓ Lynae Shaver		304-406-4814	shaverwvgoatapplefarm@yahoo.com
Jay Hollen	City of Buckhannon	304-472-1651	jay.hollen@buckhannonwv.org
			Mayor: Robbie Skinner
			Council: Jack Reger
			Council: Pamela Bucklen
			Council: Scott Rull
			Recorder: [Signature]
			Council: [Signature]
			Council: [Signature]
			Recorder: See above

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**2. Call to Order:** At 7:29 p.m., Mayor Robbie Skinner called the December 04, 2025, regular meeting of the Buckhannon City Council to order.

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

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

**5. Approval of Previous Meeting Minutes: Regular Meeting: 11/20/2025** – Mayor Skinner noted that the Meeting Minutes for November 20, 2025, were available for consideration.

**Zuliani/Reger moved to approve the minutes for the Regular Meetings for November 20, 2025 as presented. The motion carried.**

**6. Recognition of Guests** – Mayor Skinner acknowledged the following:  
**a. Leadership Upshur -Service Project Update** – Tammy Reger, Executive Director of the

Buckhannon-Upshur Chamber of Commerce, provided an update on the Leadership Upshur program. She reported that participants have completed four themed sessions: Upshur County Day, Education Day, Government Day (including meetings with state leaders in Charleston), and Health Care Day.

Leadership Upshur Representatives Angela Hess, Lily Hicks, and Courtney Luckasevic presented their service project: partnering with Appalachian Impact to support the development of an interactive Children’s Museum on Main Street. The project includes volunteer workdays, fundraising, construction of a small children’s stage, and securing business-sponsored interactive booths.

Mayor Skinner expressed strong support for the initiative, noting its alignment with community needs and STEM-focused educational opportunities.

**b. WV Wesleyan College Student Senate Wyatt Burns** – Mr. Burns was not in attendance.

**7. Public Comment—Motion to Open & Close Requested:** Without objection, the Public Comment Period was opened and closed as no one had requested to be recognized.

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

Council 12-4-25

Balances November 2025

General Fund mm checking	\$1,213,301	CD \$89,167 (need to move to municipal stabilization)
Historic Landmark savings	\$3,045	
Coal Tax	\$45,605	
Municipal Stabilization Fund	\$971,639	
Flood Control Acct	\$78,368	
Consolidated Public Works Board	\$190,116	Cem CD \$241,798
Sales Tax	\$2,024,829	
American Rescue Plan Acct	\$0.00	– account has been closed
Opioid Account	\$106,169	
Stockert Youth Center capital/donations	\$307,961	
General Fund – revenues	\$296,226	
and Expenditures were	\$469,390	
Invoices to note—see attached		



001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
001-301-000-01 AD VALOREM TAXES	907,498	25,343.18	589,315.64	0.00	318,182.36	64.94
001-301-000-02 PRIOR YEAR TAXES	25,000	13,394.54	56,099.24	0.00 (	31,099.24)	224.40
001-303-000-00 GAS & OIL SEVERANCE TAX	15,000	0.00	12,929.38	0.00	2,070.62	86.20
001-304-000-00 2% UTILITY TAX	230,000	17,118.31	100,312.68	0.00	129,687.32	43.61
001-305-000-00 B & O TAX	1,400,000	102,886.54	658,101.23	0.00	741,898.77	47.01
001-305-000-01 B&O CONTRACTORS	90,000	25,023.37	129,609.00	0.00 (	39,609.00)	144.01
001-306-000-00 LIQUOR TAX	75,000	0.00	44,873.66	0.00	30,126.34	59.83
001-307-000-00 ANIMAL CONTROL TAXES	1,100	43.20	766.80	0.00	333.20	69.71
001-308-000-00 HOTEL MOTEL TAX	120,000	14,907.95	71,116.22	0.00	48,883.78	59.26
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00
TOTAL TAXES	2,863,598	198,717.09	1,663,123.85	0.00	1,200,474.15	58.08
FINES AND FEES						
001-320-000-00 COURT COSTS, FEES & CHARG	14,700	6,107.00	48,187.00	0.00 (	33,487.00)	327.80
001-320-000-01 BASIC FEE (POLICE DEPT.)	0	0.00	0.00	0.00	0.00	0.00
001-320-000-02 POLICE FEE -CITATION	2,000	2,470.00	19,460.00	0.00 (	17,460.00)	973.00
001-320-000-03 POLICE/FINGERPRINT REVENU	0	0.00	0.00	0.00	0.00	0.00
001-320-000-04 SUMMONS FEE FOR PARKING T	0	20.00	80.00	0.00 (	80.00)	0.00
001-321-000-00 LOT 5 (OLD D&L/CVB PROPER	0	0.00	0.00	0.00	0.00	0.00
TOTAL FINES AND FEES	16,700	8,597.00	67,727.00	0.00 (	51,027.00)	405.55
LIC PERMITS & FRANCHISE						
001-325-000-00 CITY BUSINESS LICENSE	10,000	172.50	9,542.50	0.00	457.50	95.43
001-326-000-00 BUILDING PERMIT FEES	40,000	2,065.31	26,951.82	0.00	13,048.18	67.38
001-326-000-10 PROPERTY REGIST -VACANT	2,000	0.00	0.00	0.00	2,000.00	0.00
001-328-000-00 FRANCHISE FEES	45,000	8,827.93	18,143.04	0.00	26,856.96	40.32
001-330-000-00 IRP TRUCK FEE	20,000	451.00	6,796.23	0.00	13,203.77	33.98
TOTAL LIC PERMITS & FRANCHISE	117,000	11,516.74	61,433.59	0.00	55,566.41	52.51
OTHER FEES						
001-340-000-00 DONATIONS THEATRE	10,000	10.00	1,550.00	0.00	8,450.00	15.50
001-340-345-00 CAC REV,CONCESSIONS,MERCH	1,000	0.00	283.00	0.00	717.00	28.30
001-340-345-01 CAC REVENUE RENTALS	1,000	0.00	80.00	0.00	920.00	8.00
001-340-345-02 CAC REVENUE TICKETS	2,000	0.00	785.00	0.00	1,215.00	39.25
001-340-345-03 CAC CLASSROOM REV	500	0.00	0.00	0.00	500.00	0.00
001-340-345-04 CAC CONTRIBURTIONS FROM O	0	1,300.00	1,350.00	0.00 (	1,350.00)	0.00
001-341-000-00 PSC MUNICIPAL SURCHARGE	0	0.00	0.00	0.00	0.00	0.00
001-341-000-01 PSC MUN SURCHARGE OLD ACC	0	0.00	0.00	0.00	0.00	0.00
001-345-000-00 RENTS	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL OTHER FEES	44,500	1,310.00	4,048.00	0.00	40,452.00	9.10
HEALTH AND SAFETY						
001-351-000-00 POLICE PROTECTION FEES	215,000	22,225.44	111,259.12	0.00	103,740.88	51.75
001-352-000-00 FIRE PROTECTION FEES	315,000	31,063.44	155,510.78	0.00	159,489.22	49.37
TOTAL HEALTH AND SAFETY	530,000	53,288.88	266,769.90	0.00	263,230.10	50.33

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
OUTSIDE DISTRICTS						
001-358-000-00 EVENT CENTER REVENUE	500	2,900.00	5,142.60	0.00 (	4,642.60)	1,028.52
001-358-000-05 EVENT CENTER RENTAL	9,000	0.00	500.00	0.00	8,500.00	5.56
001-358-000-99 EVENT CENTER ALCOHOL	2,000	0.00	368.03	0.00	1,631.97	18.40
TOTAL OUTSIDE DISTRICTS	11,500	2,900.00	6,010.63	0.00	5,489.37	52.27
CHARGES FOR SERVICES						
001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	0.00	0.00	45,000.00	0.00
001-362-000-01 SYC UTILITY REVENUE	2,000	143.50	717.50	0.00	1,282.50	35.88
001-362-000-02 SYC CAMP BUCANNEER FEES	30,000	0.00	63,226.50	0.00 (	33,226.50)	210.76
001-362-000-03 SYC DRILL TEAM FEES	1,000	0.00	175.00	0.00	825.00	17.50
001-362-000-04 SYC BASKETBALL FEES	18,000	2,590.00	14,105.00	0.00	3,895.00	78.36
001-362-000-05 SYC ROOM RENTAL FEES	5,000	1,380.00	4,570.00	0.00	430.00	91.40
001-362-000-06 SYC ART/DRAMA FEES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-07 SYC AFTER SCHOOL FEES	40,000	6,993.20	36,587.06	0.00	3,412.94	91.47
001-362-000-08 SYC DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-09 SYC DONATIONS	2,000	0.00	450.00	0.00	1,550.00	22.50
001-362-000-10 SYC KARATE FEES	3,000	455.00	2,759.00	0.00	241.00	91.97
001-362-000-11 RED RIBBON WEEK	0	0.00	0.00	0.00	0.00	0.00
001-362-000-12 SYC GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-362-000-13 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-362-000-14 SYC BINGO FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
001-362-000-15 SYC CHILDRENS FESTIVAL DO	0	0.00	0.00	0.00	0.00	0.00
001-362-000-16 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
001-362-000-17 ZUMBA REVENUE	1,500	125.00	644.00	0.00	856.00	42.93
001-362-000-18 YOGA FITNESS CLASS REVENU	5,000	622.00	2,236.00	0.00	2,764.00	44.72
001-362-000-19 GUITAR LESSONS REVENUE	0	0.00	0.00	0.00	0.00	0.00
001-362-000-20 SYC MISC ACTV REVENUE 1TI	0	0.00	0.00	0.00	0.00	0.00
001-362-000-21 DONATIONS-SYCC CAPITAL/EQ	0	0.00	0.00	0.00	0.00	0.00
001-362-000-99 SYC BEQUEST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	152,500	12,308.70	125,470.06	0.00	27,029.94	82.28
GRANTS						
001-365-000-00 POLICE DEPT.- RECOVERY GR	0	0.00	1,715.24	0.00 (	1,715.24)	0.00
001-365-000-01 USDA GRANT-FARMERS MARKET	0	0.00	0.00	0.00	0.00	0.00
001-365-000-02 LWCF GRANT/ NB PARK	0	0.00	0.00	0.00	0.00	0.00
001-365-000-35 FEMA GRANT #2 GENERATOR	0	0.00	0.00	0.00	0.00	0.00
001-365-000-36 FEMA GRANT #1 GENERATOR	0	0.00	0.00	0.00	0.00	0.00
001-366-000-00 POLICE DEPT. - GRANTS	5,000	2,468.19	14,313.15	0.00 (	9,313.15)	286.26
001-366-000-01 SYCC GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-366-000-02 RIVER WALK TRAIL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-04 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-05 HISTORIC LAND MARK GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-06 STREET DEPT. GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-366-000-07 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-366-000-08 NEA GRANT(WAMSB)	0	0.00	0.00	0.00	0.00	0.00
001-366-000-09 VOLUNTEER COORDINATOR GRA	0	0.00	0.00	0.00	0.00	0.00
001-366-000-10 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-366-000-11 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-366-000-12 GATEWAY WEST GRANT REV	60,000	0.00	0.00	0.00	60,000.00	0.00
001-366-000-13 LAND WATR CONS GRT(LWCF)F	0	0.00	0.00	0.00	0.00	0.00
001-366-000-14 CULTURE ARTS GRNT (THEATR	0	0.00	0.00	0.00	0.00	0.00
001-366-000-15 REAP-CLEAN UP GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-16 CULTURE ARTS GRNT(ADA THE	0	0.00	0.00	0.00	0.00	0.00
001-366-000-99 FIRE GRANT	0	0.00	38,000.00	0.00 (	38,000.00)	0.00
001-368-000-01 CONTRIBUTION VOL. FIRE DE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-02 2010 BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-03 CONTRIBUTIONS BOE-PRO OFF	0	0.00	0.00	0.00	0.00	0.00
001-368-000-04 SANITARY REPAY LOAN	0	0.00	0.00	0.00	0.00	0.00
001-368-000-05 CONTRIBUTION TO CAC PROGR	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	65,000	2,468.19	54,028.39	0.00	10,971.61	83.12
INTRAFUND CONTR/CHARGES						
001-369-000-00 CONTRIBUTION FUNDS-BRUSHY	0	0.00	0.00	0.00	0.00	0.00
001-369-000-01 CONTRIBUTION FRM MUN STAB	0	0.00	0.00	0.00	0.00	0.00
001-369-000-02 CONTRIB FROM SALESTAX FU	2,319,184	0.00	500,000.00	0.00	1,819,184.00	21.56
001-370-000-00 LATE CHARGES - GEN FUND	200	157.48	769.75	0.00 (	569.75)	384.88
TOTAL INTRAFUND CONTR/CHARGES	2,319,384	157.48	500,769.75	0.00	1,818,614.25	21.59
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	10,000	916.22	4,279.98	0.00	5,720.02	42.80
001-377-000-00 RECRD CAPITAL TRNS FRM CS	0	0.00	0.00	0.00	0.00	0.00
001-379-000-00 GAIN/LOSS SALE OF FIXED A	0	0.00	0.00	0.00	0.00	0.00
001-380-000-00 GENERAL FUND INTEREST	400	0.00	52.77	0.00	347.23	13.19
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	1,270.00	6,983.30	0.00 (	2,983.30)	174.58
001-382-000-00 REBATES-REFUNDS PCARD	3,500	910.52	2,085.83	0.00	1,414.17	59.60
001-394-000-00 POLICE FORFEITURE CONFISC	0	0.00	7,388.98	0.00 (	7,388.98)	0.00
001-397-000-00 VIDEO LOTTERY	20,000	0.00	6,363.36	0.00	13,636.64	31.82
001-399-000-00 MISCELLANEOUS REVENUE	20,000	1,865.42	34,236.45	0.00 (	14,236.45)	171.18
001-399-000-01 CAT TAG REGISTRATION	0	0.00	0.00	0.00	0.00	0.00
001-399-000-02 HISTORIC LANDMARKS REV	0	0.00	0.00	0.00	0.00	0.00
001-399-000-05 EVENT/FIREWORK REVENUE	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	57,900	4,962.16	61,390.67	0.00 (	3,490.67)	106.03
TOTAL REVENUE						
	6,178,082	296,226.24	2,810,771.84	0.00	3,367,310.16	45.50

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
ECONOMIC DEVELOPMENT						
*****						
CONTRIBUTIONS						
001-402-567-00 ECONOMIC DEVELOPMENT	55,000	0.00	27,500.00	0.00	27,500.00	50.00
001-402-567-01 CONTRIBUTE UCDA RESTRICTE	25,000	0.00	25,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	80,000	0.00	52,500.00	0.00	27,500.00	65.63
TOTAL ECONOMIC DEVELOPMENT						
	80,000	0.00	52,500.00	0.00	27,500.00	65.63
MAYOR'S OFFICE						
*****						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	1,250.00	0.00	1,750.00	41.67
001-409-103-00 MAYOR'S ASSISTANT SALARY	57,000	2,572.07	13,452.52	0.00	43,547.48	23.60
001-409-104-00 MAYOR'S F.I.C.A.	4,365	214.11	1,115.89	0.00	3,249.11	25.56
001-409-105-00 MAYOR'S INSURANCE	28,100	2,190.46	15,348.74	0.00	12,751.26	54.62
001-409-106-00 MAYOR'S RETIREMENT	4,580	195.77	1,032.12	0.00	3,547.88	22.54
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	97,045	5,422.41	32,199.27	0.00	64,845.73	33.18
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	2,100	40.21	796.32	0.00	1,303.68	37.92
001-409-214-00 MAYOR'S TRAVEL	1,000	0.00	369.84	0.00	630.16	36.98
001-409-218-00 MAYOR'S POSTAGE	15,000	1,124.80	6,427.26	0.00	8,572.74	42.85
001-409-220-00 MAYOR'S LEGAL PUBLICATION	2,700	450.73	513.42	48.65	2,137.93	20.82
001-409-222-00 MAYOR'S DUES	2,000	0.00	0.00	0.00	2,000.00	0.00
001-409-223-00 PROFESSIONAL SERVICES	9,000	0.00	0.00	0.00	9,000.00	0.00
001-409-223-01 PROFESSIONAL (surveys)	0	0.00	0.00	0.00	0.00	0.00
001-409-226-00 MAYOR'S INSURANCE & BONDS	1,000	3.14	18.84	0.00	981.16	1.88
TOTAL CONTRACTUAL SERVICES	32,800	1,618.88	8,125.68	48.65	24,625.67	24.92
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	65,000	9,703.35	32,928.47	0.00	32,071.53	50.66
001-409-341-05 EVENT/FIREWORK EXPENSE	55,000	2,500.00	7,500.00	0.00	47,500.00	13.64
001-409-341-06 VOLUNTEER COORDINATOR EXP	0	0.00	0.00	0.00	0.00	0.00
001-409-341-07 NEA GRANT EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	120,000	12,203.35	40,428.47	0.00	79,571.53	33.69
CAPITAL OUTLAY						
001-409-457-00 MAYOR'S CAPITAL OUTLAY MI	14,000	0.00	0.00	0.00	14,000.00	0.00
001-409-458-00 MAYOR'S REPAY SANITARY/WA	0	0.00	0.00	0.00	0.00	0.00
001-409-458-01 TRANSFER TO SANITARY FUND	0	0.00	0.00	0.00	0.00	0.00
001-409-460-00 SANITARY BD (BRUSHY FOR)L	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	14,000	0.00	0.00	0.00	14,000.00	0.00



001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRIBUTIONS</u>						
001-409-568-00 CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
<u>NON-OPERATING EXPENSES</u>						
001-409-670-00 PROG BNK NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL MAYOR'S OFFICE	263,845	19,244.64	80,753.42	48.65	183,042.93	30.62
COUNCIL						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	800.00	4,800.00	0.00	7,200.00	40.00
001-410-103-00 CAT CONTROL SALARY	0	0.00	0.00	0.00	0.00	0.00
001-410-104-00 COUNCIL'S F.I.C.A.	1,000	61.20	367.20	0.00	632.80	36.72
001-410-106-00 COUNCIL'S RETIREMENT	225	18.00	90.00	0.00	135.00	40.00
TOTAL SALARIES & BENEFITS	13,225	879.20	5,257.20	0.00	7,967.80	39.75
<u>CONTRACTUAL SERVICES</u>						
001-410-211-00 CLOSE CAP OUTLAY EXP	0	0.00	0.00	0.00	0.00	0.00
001-410-214-00 COUNCIL TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-410-223-00 PROFESSIONAL (LEGAL)	16,250	1,354.17	8,125.02	0.00	8,124.98	50.00
001-410-226-00 COUNCIL INSURANCE (PROPER	12,360	552.00	5,482.41	0.00	6,877.59	44.36
TOTAL CONTRACTUAL SERVICES	28,610	1,906.17	13,607.43	0.00	15,002.57	47.56
<u>COMMODITIES</u>						
001-410-341-00 CLOSE CAP OUTLAY EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	0	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL OUTLAY</u>						
001-410-450-01 THEATRE BUILDING	0	0.00	0.00	0.00	0.00	0.00
001-410-450-02 THEATRE CAP**DONOTUSE**	0	0.00	0.00	0.00	0.00	0.00
001-410-450-03 THEATRE GRNT **DONOTUSE**	0	0.00	0.00	0.00	0.00	0.00
001-410-457-00 CAP PUBLIC SAFETY COMP RE	0	0.00	0.00	0.00	0.00	0.00
001-410-459-00 COUNCIL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
001-410-459-01 PROPERTY PURCHASE 48EMAIN	0	0.00	0.00	0.00	0.00	0.00
001-410-459-02 PROPERTY PURCHASE MADISON	0	0.00	0.00	0.00	0.00	0.00
001-410-460-00 CAT CONTROL EXPENSE	2,000	0.00	750.00	0.00	1,250.00	37.50
TOTAL CAPITAL OUTLAY	2,000	0.00	750.00	0.00	1,250.00	37.50
<u>CONTRIBUTIONS</u>						
001-410-567-00 CONTRIBUTE TO OTHER GVT A	6,000	0.00	6,000.00	0.00	0.00	100.00
001-410-568-00 CONTRIBUTIONS OUTSIDE AGE	5,000	5,000.00	10,000.00	0.00	( 5,000.00)	200.00
TOTAL CONTRIBUTIONS	11,000	5,000.00	16,000.00	0.00	( 5,000.00)	145.45

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>NON-OPERATING EXPENSES</u>						
001-410-999-00 Reclassify SanNote Ord 36	0	0.00	0.00	0.00	0.00	0.00
001-410-999-50 RecordCapPavCostPdByCoalT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL COUNCIL	54,835	7,785.37	35,614.63	0.00	19,220.37	64.95
RECORDER						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	2,500.00	0.00	3,500.00	41.67
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	191.25	0.00	268.75	41.58
001-411-106-00 RECORDER'S RETIREMENT	540	10.70	53.50	0.00	486.50	9.91
TOTAL SALARIES & BENEFITS	7,000	548.95	2,744.75	0.00	4,255.25	39.21
<u>CONTRACTUAL SERVICES</u>						
001-411-214-00 RECORDER TRAVEL	300	0.00	0.00	0.00	300.00	0.00
001-411-222-00 RECORDER DUES	50	0.00	35.00	0.00	15.00	70.00
001-411-226-00 INSURANCE/COMPENSATION/bo	600	0.00	175.00	0.00	425.00	29.17
TOTAL CONTRACTUAL SERVICES	950	0.00	210.00	0.00	740.00	22.11
TOTAL RECORDER	7,950	548.95	2,954.75	0.00	4,995.25	37.17
TREASURER						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-413-101-00 TREASURER'S SALARY	11,200	854.61	4,700.43	0.00	6,499.57	41.97
001-413-103-00 TREASURER'S ASSISTANT SAL	0	0.00	0.00	0.00	0.00	0.00
001-413-104-00 TREASURER'S F.I.C.A.	860	65.38	359.59	0.00	500.41	41.81
001-413-105-00 TREASURER'S GROUP INSURAN	1,500	17.23	138.65	0.00	1,361.35	9.24
001-413-106-00 TREASURER'S RETIREMENT	1,010	76.92	423.06	0.00	586.94	41.89
001-413-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	14,570	1,014.14	5,621.73	0.00	8,948.27	38.58
<u>CONTRACTUAL SERVICES</u>						
001-413-214-00 TREASURER'S TRAVEL	0	0.00	0.00	0.00	0.00	0.00
001-413-224-00 AUDIT	9,000	62.50	6,091.25	0.00	2,908.75	67.68
001-413-226-00 TREASURER'S INSURANCE & B	300	0.94	5.64	0.00	294.36	1.88
TOTAL CONTRACTUAL SERVICES	9,300	63.44	6,096.89	0.00	3,203.11	65.56
TOTAL TREASURER	23,870	1,077.58	11,718.62	0.00	12,151.38	49.09



001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
COURT						
=====						
SALARIES & BENEFITS						
001-416-103-00 POLICE JUDGE SALARY	8,500	708.33	3,541.65	0.00	4,958.35	41.67
001-416-104-00 POLICE JUDGE FICA	651	54.19	270.95	0.00	380.05	41.62
001-416-105-00 POLICE JUDGE INSURANCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	9,151	762.52	3,812.60	0.00	5,338.40	41.66
CONTRACTUAL SERVICES						
001-416-221-00 POLICE JUDGE TRAINING	300	120.00	120.00	0.00	180.00	40.00
001-416-226-00 POLICE JUDGE INS BONDS	300	0.43	29.13	0.00	270.87	9.71
TOTAL CONTRACTUAL SERVICES	600	120.43	149.13	0.00	450.87	24.86
TOTAL COURT	9,751	882.95	3,961.73	0.00	5,789.27	40.63

CITY ATTORNEY  
=====

SALARIES & BENEFITS						
001-417-101-00 CITY ATTORNEY	0	0.00	0.00	0.00	0.00	0.00
001-417-103-00 CITY ATTORNEY (ASSISTANT)	0	0.00	0.00	0.00	0.00	0.00
001-417-104-00 CITY ATTORNEY FICA	0	0.00	0.00	0.00	0.00	0.00
001-417-105-00 CITY ATTORNEY INSURANCE	0	0.00	0.00	0.00	0.00	0.00
001-417-106-00 CITY ATTORNEY RETIREMENT	0	0.00	0.00	0.00	0.00	0.00
001-417-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
CONTRACTUAL SERVICES						
001-417-221-00 CITY ATTORNEY TRAINING	0	0.00	0.00	0.00	0.00	0.00
001-417-222-00 CITY ATTORNEY DUES	0	0.00	0.00	0.00	0.00	0.00
001-417-226-00 CITY ATTORNEY INS UNEMPL	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CITY ATTORNEY	0	0.00	0.00	0.00	0.00	0.00

CITY ENGINEER  
=====

SALARIES & BENEFITS						
001-420-103-00 CITY ENGINEER SALARY	23,800	1,826.93	10,048.11	0.00	13,751.89	42.22
001-420-104-00 CITY ENGINEER FICA TAX	1,821	140.92	775.06	0.00	1,045.94	42.56
001-420-106-00 CITY ENGINEER RETIREMENT	2,142	164.42	904.31	0.00	1,237.69	42.22
TOTAL SALARIES & BENEFITS	27,763	2,132.27	11,727.48	0.00	16,035.52	42.24

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-420-221-00 ENGINEER TRAINING	500	0.00	0.00	0.00	500.00	0.00
001-420-223-00 CITY ARCHITECT	0	0.00	0.00	0.00	0.00	0.00
001-420-223-01 ENGINEERING SERVICES (POT	0	0.00	0.00	0.00	0.00	0.00
001-420-226-00 CITY ENGINEER INS & BONDS	600	1.23	7.39	0.00	592.61	1.23
TOTAL CONTRACTUAL SERVICES	1,100	1.23	7.39	0.00	1,092.61	0.67
TOTAL CITY ENGINEER	28,863	2,133.50	11,734.87	0.00	17,128.13	40.66
REGIONAL DUES						
=====						
CONTRACTUAL SERVICES						
001-435-222-00 REGIONAL DUES	5,964	0.00	5,964.00	0.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	5,964	0.00	5,964.00	0.00	0.00	100.00
TOTAL REGIONAL DUES	5,964	0.00	5,964.00	0.00	0.00	100.00
HOUSING						
=====						
COMMODITIES						
001-436-341-99 CLEAN UP ASSISTANCE EXP	5,000	0.00	0.00	0.00	5,000.00	0.00
001-436-354-00 HOUSING ENFORCEMENT	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL COMMODITIES	35,000	0.00	0.00	0.00	35,000.00	0.00
TOTAL HOUSING	35,000	0.00	0.00	0.00	35,000.00	0.00

ZONING  
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SALARIES & BENEFITS						
001-437-103-00 ZONING SALARY	43,000	3,307.70	18,192.35	0.00	24,807.65	42.31
001-437-104-00 ZONING F.I.C.A.	6,285	253.04	1,391.72	0.00	4,893.28	22.14
001-437-105-00 ZONING HEALTH INS	7,000	530.23	3,819.89	0.00	3,180.11	54.57
001-437-106-00 ZONING RETIREMENT	5,655	297.70	1,637.35	0.00	4,017.65	28.95
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	61,940	4,388.67	25,041.31	0.00	36,898.69	40.43
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,800	559.30	559.30	0.00	1,240.70	31.07
001-437-221-00 ZONING TRAINING	1,000	0.00	200.00	0.00	800.00	20.00
001-437-226-00 ZONING INSURANCE & BONDS	1,750	80.01	480.07	0.00	1,269.93	27.43
TOTAL CONTRACTUAL SERVICES	4,550	639.31	1,239.37	0.00	3,310.63	27.24

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>COMMODITIES</u>						
001-437-341-00 ZONING SUPPLIES	1,500	0.00	1,570.06	0.00	( 70.06)	104.67
TOTAL COMMODITIES	1,500	0.00	1,570.06	0.00	( 70.06)	104.67
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TOTAL ZONING	67,990	5,027.98	27,850.74	0.00	40,139.26	40.96
<u>ELECTION</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
001-438-103-00 ELECTION SALARIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
<u>CONTRACTUAL SERVICES</u>						
001-438-230-00 ELECTION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
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TOTAL ELECTION	0	0.00	0.00	0.00	0.00	0.00
<u>DATA PROCESSING</u>						
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<u>CONTRACTUAL SERVICES</u>						
001-439-230-00 DATA PROCESSING	51,000	2,491.41	29,105.32	0.00	21,894.68	57.07
TOTAL CONTRACTUAL SERVICES	51,000	2,491.41	29,105.32	0.00	21,894.68	57.07
<u>CAPITAL OUTLAY</u>						
001-439-459-00 DATA PROCESSING CAPITAL	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CAPITAL OUTLAY	10,000	0.00	0.00	0.00	10,000.00	0.00
<u>NON-OPERATING EXPENSES</u>						
001-439-670-00 RDT SERVER ACCRD INT	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
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TOTAL DATA PROCESSING	61,000	2,491.41	29,105.32	0.00	31,894.68	47.71

CITY HALL  
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<u>SALARIES &amp; BENEFITS</u>						
001-440-103-00 CITY HALL JANITOR SALARY	42,700	3,730.50	17,464.50	0.00	25,235.50	40.90
001-440-104-00 CITY HALL FICA	3,300	283.13	1,324.78	0.00	1,975.22	40.14
001-440-105-00 CITY HALL JANITOR INSURAN	1,350	17.23	138.65	0.00	1,211.35	10.27
001-440-106-00 GROUP RETIREMENT	3,850	335.75	1,571.81	0.00	2,278.19	40.83
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	51,200	4,366.61	20,499.74	0.00	30,700.26	40.04

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>CONTRACTUAL SERVICES</u>						
001-440-213-00 CITY HALL UTILITIES	21,000	1,154.80	7,616.25	0.00	13,383.75	36.27
001-440-216-00 CITY HALL MAINTENANCE & R	5,000	482.95	1,727.25	0.00	3,272.75	34.55
001-440-226-00 CITY HALL INSURANCE & BON	1,500	65.18	391.08	0.00	1,108.92	26.07
TOTAL CONTRACTUAL SERVICES	27,500	1,702.93	9,734.58	0.00	17,765.42	35.40
<u>COMMODITIES</u>						
001-440-341-00 CITY HALL SUPPLIES	1,500	83.26	271.59	0.00	1,228.41	18.11
TOTAL COMMODITIES	1,500	83.26	271.59	0.00	1,228.41	18.11
<u>CAPITAL OUTLAY</u>						
001-440-459-00 CITY HALL CAPITAL	10,000	0.00	182.00	0.00	9,818.00	1.82
TOTAL CAPITAL OUTLAY	10,000	0.00	182.00	0.00	9,818.00	1.82
<u>CONTRIBUTIONS</u>						
001-440-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
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TOTAL CITY HALL	90,200	6,152.80	30,687.91	0.00	59,512.09	34.02
<u>MUN FINANCE CONTRIB</u>						
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<u>SALARIES &amp; BENEFITS</u>						
001-444-000-00 TRANSF TO MUN FINANC STAB	89,167	0.00	0.00	0.00	89,167.00	0.00
001-444-000-01 CONTRIBUTION TO FLOOD CON	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	89,167	0.00	0.00	0.00	89,167.00	0.00
<u>CONTRIBUTIONS</u>						
001-444-566-00 CONTRIBUTION TO RAINY DAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
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TOTAL MUN FINANCE CONTRIB	89,167	0.00	0.00	0.00	89,167.00	0.00
<u>BAD DEBT</u>						
=====						
<u>NON-OPERATING EXPENSES</u>						
001-550-676-00 BAD DEBT EXPENSE	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
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TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00

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001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-565-230-00 ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
CONTINGENCY						
=====						
CONTRIBUTIONS						
001-699-568-00 CONTINGENCY COUNCIL DETER	250,514	0.00	0.00	0.00	250,514.00	0.00
TOTAL CONTRIBUTIONS	250,514	0.00	0.00	0.00	250,514.00	0.00
TOTAL CONTINGENCY	250,514	0.00	0.00	0.00	250,514.00	0.00
POLICE						
=====						
SALARIES & BENEFITS						
001-700-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-700-103-00 POLICE DEPT. SALARIES	968,000	78,070.88	402,373.94	0.00	565,626.06	41.57
001-700-103-25 POLICE DEPT PRO	0	0.00	0.00	0.00	0.00	0.00
001-700-104-00 POLICE DEPT. FICA TAX	74,060	5,943.16	30,635.33	0.00	43,424.67	41.37
001-700-105-00 POLICE DEPT. GROUP INSURA	148,000	9,420.53	66,942.54	0.00	81,057.46	45.23
001-700-106-00 POLICE DEPT. RETIREMENT	87,120	6,851.91	35,312.71	0.00	51,807.29	40.53
001-700-106-25 POLICE RET PRO	0	0.00	0.00	0.00	0.00	0.00
001-700-108-00 RECOVERY GRANT OVERTIME E	0	0.00	0.00	0.00	0.00	0.00
001-700-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	1,277,180	100,286.48	535,264.52	0.00	741,915.48	41.91
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	16,000	1,419.49	6,441.48	0.00	9,558.52	40.26
001-700-213-00 POLICE DEPT UTILITIES	0	0.00	0.00	0.00	0.00	0.00
001-700-214-00 POLICE DEPT. TRAVEL EXPEN	3,000	144.40	1,262.21	0.00	1,737.79	42.07
001-700-221-00 POLICE DEPT. TRAINING	22,000	1,120.00	9,802.52	0.00	12,197.48	44.56
001-700-221-01 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-700-225-00 POLICE DEPT. UNIFORM MAIN	0	0.00	0.00	0.00	0.00	0.00
001-700-226-00 POLICE DEPT. INSURANCE &	59,740	5,673.61	32,106.84	0.00	27,633.16	53.74
001-700-233-00 POLICE DEPT. CRIMINAL INV	4,000	0.00	0.00	0.00	4,000.00	0.00
TOTAL CONTRACTUAL SERVICES	104,740	8,357.50	49,613.05	0.00	55,126.95	47.37
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	34,700	3,062.16	11,063.24	0.00	23,636.76	31.88
001-700-341-01 POLICE HMLAND GRANT RADIO	0	0.00	0.00	0.00	0.00	0.00
001-700-341-02 POLICE GRANT-(AUDIO SURVE	0	0.00	0.00	0.00	0.00	0.00
001-700-341-03 POLICE GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-700-341-04 CVR-LET-RJ FEES EXPENSED	3,000	1,972.00	8,394.00	0.00 (	5,394.00)	279.80

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-700-341-05 POLICE VIPS EXPENSES	3,500	0.00	2,139.94	0.00	1,360.06	61.14
001-700-341-06 POLICE FORFEITURE EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-700-343-00 POLICE DEPT. AUTO SUPPLIE	40,000	3,374.31	16,944.49	0.00	23,055.51	42.36
001-700-344-00 POLICE DEPT. FEEDING PRIS	0	0.00	0.00	0.00	0.00	0.00
001-700-345-00 POLICE DEPT. UNIFORMS	10,000	510.88	2,256.07	0.00	7,743.93	22.56
001-700-353-00 RECOVERY GRANT SOFT/HARDW	0	0.00	0.00	0.00	0.00	0.00
001-700-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	91,200	8,919.35	40,797.74	0.00	50,402.26	44.73
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	259,435	13,436.98	92,727.85	22,744.55	143,962.60	44.51
TOTAL CAPITAL OUTLAY	259,435	13,436.98	92,727.85	22,744.55	143,962.60	44.51
CONTRIBUTIONS						
001-700-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-700-670-00 FORD NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-700-670-01 LEASE PYMNT CRUISER RDT	0	0.00	0.00	0.00	0.00	0.00
001-700-670-02 RDT LEASE CRUISER EXP	0	0.00	0.00	0.00	0.00	0.00
001-700-670-03 NOTE PAYABLE INT POL CRUI	0	0.00	0.00	0.00	0.00	0.00
001-700-672-00 BOND PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE	1,732,555	131,000.31	718,403.16	22,744.55	991,407.29	42.78
REGIONAL JAIL						
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CONTRACTUAL SERVICES						
001-705-234-00 REGIONAL FEES	1,500	2,600.00	10,800.00	0.00 (	9,300.00)	720.00
TOTAL CONTRACTUAL SERVICES	1,500	2,600.00	10,800.00	0.00 (	9,300.00)	720.00
TOTAL REGIONAL JAIL	1,500	2,600.00	10,800.00	0.00 (	9,300.00)	720.00
FIRE						
=====						
SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	725,000	45,331.56	252,768.23	0.00	472,231.77	34.86
001-706-104-00 FIRE DEPT. FICA TAX	55,465	3,465.82	19,440.36	0.00	36,024.64	35.05
001-706-105-00 FIRE DEPT. GROUP INSURANC	96,000	7,144.07	51,011.45	0.00	44,988.55	53.14
001-706-106-00 FIRE DEPT. GROUP RETIREME	65,250	3,944.79	21,999.26	0.00	43,250.74	33.72
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	941,715	59,886.24	345,219.30	0.00	596,495.70	36.66



001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	4,000	350.48	1,634.04	0.00	2,365.96	40.85
001-706-213-00 FIRE DEPT. UTILITIES	0	0.00	0.00	0.00	0.00	0.00
001-706-214-00 FIRE DEPT. TRAVEL EXPENSE	4,500	0.00	542.92	0.00	3,957.08	12.06
001-706-216-00 FIRE DEPT. MAINTENANCE	17,500	478.66	1,163.08	0.00	16,336.92	6.65
001-706-221-00 FIRE DEPT. TRAINING	22,500	0.00	5,491.10	442.00	16,566.90	26.37
001-706-226-00 FIRE DEPT. INSURANCE & BO	56,650	2,675.56	30,677.94	0.00	25,972.06	54.15
TOTAL CONTRACTUAL SERVICES	105,150	3,504.70	39,509.08	442.00	65,198.92	37.99
COMMODITIES						
001-706-341-00 FIRE DEPT. MATERIAL & SUP	33,500	797.39	20,162.98	0.00	13,337.02	60.19
001-706-341-01 VOLUNTEER FIREFIGHTER EXP	15,000	799.98	8,144.79	336.00	6,519.21	56.54
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	52,500	1,597.95	16,099.98	725.00	35,675.02	32.05
001-706-345-00 FIRE DEPT. UNIFORMS	7,000	370.50	1,063.44	0.00	5,936.56	15.19
001-706-348-00 FIRE DEPT HAZARDOUS MAT R	500	0.00	113.10	0.00	386.90	22.62
TOTAL COMMODITIES	108,500	3,565.82	45,584.29	1,061.00	61,854.71	42.99
CAPITAL OUTLAY						
001-706-459-00 FIRE DEPT. CAPITAL OUTLAY	206,700	9,845.28	57,903.60	0.00	148,796.40	28.01
001-706-461-00 FIRE GRANT EXPENSE	0	0.00	1,598.00	0.00	(1,598.00)	0.00
TOTAL CAPITAL OUTLAY	206,700	9,845.28	59,501.60	0.00	147,198.40	28.79
CONTRIBUTIONS						
001-706-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-706-670-00 FIRE TRK NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
001-706-672-00 BOND PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00

TOTAL FIRE

1,362,06576,802.04489,814.271,503.00870,747.7336.07

DOG WARDEN - CONTRACTED

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CONTRACTUAL SERVICES						
001-707-230-00 DOG WARDEN CONTRACTED SER	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL CONTRACTUAL SERVICES	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL DOG WARDEN - CONTRACTED						
	1,100	0.00	0.00	0.00	1,100.00	0.00

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-714-230-00 FLOOD CONTROL-RIVER CLEAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FLOOD CONTROL						
	0	0.00	0.00	0.00	0.00	0.00
FIRE - CONTRACTED						
=====						
CONTRACTUAL SERVICES						
001-715-230-00 FIRE DEP CONTRACTED/HYDRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE - CONTRACTED						
	0	0.00	0.00	0.00	0.00	0.00
STREET						
=====						
SALARIES & BENEFITS						
001-750-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	584,000	40,334.55	225,106.97	0.00	358,893.03	38.55
001-750-104-00 STREET DEPT. FICA TAX	44,700	3,086.13	17,225.19	0.00	27,474.81	38.54
001-750-105-00 STREET DEPT. GROUP INSURA	90,000	8,326.34	58,451.62	0.00	31,548.38	64.95
001-750-106-00 STREET DEPT. GROUP RETIRE	52,600	3,630.13	20,259.71	0.00	32,340.29	38.52
001-750-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	771,300	55,377.15	321,043.49	0.00	450,256.51	41.62
CONTRACTUAL SERVICES						
001-750-211-00 STREET DEPT. TELEPHONES	6,600	396.67	2,114.97	0.00	4,485.03	32.05
001-750-213-00 STREET DEPT. UTILITIES	40,000	2,712.40	10,437.59	0.00	29,562.41	26.09
001-750-215-00 CONTRIBUTION TO CPWB	125,000	0.00	50,000.00	0.00	75,000.00	40.00
001-750-226-00 STREET DEPT. INSURANCE &	54,590	3,291.83	20,310.02	0.00	34,279.98	37.20
TOTAL CONTRACTUAL SERVICES	226,190	6,400.90	82,862.58	0.00	143,327.42	36.63
COMMODITIES						
001-750-341-00 STREET DEPT. MAT & SUPPLI	93,500	3,880.84	32,231.56	0.00	61,268.44	34.47
001-750-341-02 CITY PROPERTY MOWINGS	56,500	12,210.00	44,310.00	0.00	12,190.00	78.42
001-750-343-00 STREET DEPT. AUTO SUPPLIE	80,000	11,910.78	37,546.84	350.00	42,103.16	47.37
001-750-345-00 STREET DEPT. UNIFORMS	15,000	4,252.27	9,403.19	0.00	5,596.81	62.69
001-750-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	245,000	32,253.89	123,491.59	350.00	121,158.41	50.55
CAPITAL OUTLAY						
001-750-458-00 WALK TRAIL	0	0.00	0.00	0.00	0.00	0.00
001-750-458-01 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-750-458-02 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-03 DOG PARK	0	0.00	0.00	0.00	0.00	0.00



001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-750-458-04 CITY PARK PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-05 STREET DEPT PROJECTS	265,000	24,091.82	106,759.27	7,500.00	150,740.73	43.12
001-750-458-06 PROJECTS STREET DEPT MISC	0	0.00	0.00	0.00	0.00	0.00
001-750-458-07 LWCF/ NORTH BUCK. PARK	0	0.00	0.00	0.00	0.00	0.00
001-750-458-08 GATEWAY WEST GRANT EXPENS	75,000	0.00	0.00	0.00	75,000.00	0.00
001-750-459-00 STREET DEPT. CAPITAL OUTL	123,152	8,760.60	67,802.44	0.00	55,349.56	55.06
001-750-459-22 PROPERTY PAYMENT MUDLICK	117,300	9,774.80	48,874.00	0.00	68,426.00	41.67
001-750-459-99 STREET PV JE-RDT	0	0.00	0.00	0.00	0.00	0.00
001-750-461-00 STREET PAVING	400,000	0.00	217,042.88	0.00	182,957.12	54.26
TOTAL CAPITAL OUTLAY	980,452	42,627.22	440,478.59	7,500.00	532,473.41	45.69
CONTRIBUTIONS						
001-750-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-750-670-00 NOTE PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
001-750-670-03 RDT LEASE RAM TRK	0	0.00	0.00	0.00	0.00	0.00
001-750-670-04 RDT RECORD LEASE PMNT RAM	0	0.00	0.00	0.00	0.00	0.00
001-750-670-05 NOTE PAYABLE INT EXP CONC	0	0.00	0.00	0.00	0.00	0.00
001-750-670-06 N/P INT EXP ENTERPRISE RA	0	0.00	0.00	0.00	0.00	0.00
001-750-672-00 N/P INT 2020 BOND MUDLICK	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL STREET	2,222,942	136,659.16	967,876.25	7,850.00	1,247,215.75	43.89
STREET LIGHTS						
CONTRACTUAL SERVICES						
001-751-213-00 STREET LIGHTS	88,000	7,342.85	36,419.03	0.00	51,580.97	41.39
TOTAL CONTRACTUAL SERVICES	88,000	7,342.85	36,419.03	0.00	51,580.97	41.39
TOTAL STREET LIGHTS	88,000	7,342.85	36,419.03	0.00	51,580.97	41.39
TRAFFIC SIGNALS & SIGNS						
CONTRACTUAL SERVICES						
001-752-213-00 TRAFFIC SIGNALS POWER	5,000	341.23	1,603.32	0.00	3,396.68	32.07
001-752-230-00 SIGNS & SIGNALS	5,000	0.00	385.36	0.00	4,614.64	7.71
TOTAL CONTRACTUAL SERVICES	10,000	341.23	1,988.68	0.00	8,011.32	19.89
TOTAL TRAFFIC SIGNALS & SIGNS	10,000	341.23	1,988.68	0.00	8,011.32	19.89

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SNOW REMOVAL						
COMMODITIES						
001-753-341-00 SNOW REMOVAL	20,000	0.00	299.00	0.00	19,701.00	1.50
TOTAL COMMODITIES	20,000	0.00	299.00	0.00	19,701.00	1.50
TOTAL SNOW REMOVAL	20,000	0.00	299.00	0.00	19,701.00	1.50
AIRPORT						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	40,000	0.00	20,000.00	0.00	20,000.00	50.00
TOTAL CONTRIBUTIONS	40,000	0.00	20,000.00	0.00	20,000.00	50.00
TOTAL AIRPORT	40,000	0.00	20,000.00	0.00	20,000.00	50.00
PUBLIC TRANSIT						
CONTRIBUTIONS						
001-759-568-00 PUBLIC TRANSIT	15,000	0.00	7,500.00	0.00	7,500.00	50.00
TOTAL CONTRIBUTIONS	15,000	0.00	7,500.00	0.00	7,500.00	50.00
TOTAL PUBLIC TRANSIT	15,000	0.00	7,500.00	0.00	7,500.00	50.00
HEALTH DEPT						
CONTRIBUTIONS						
001-803-568-00 BUCKHANNON-UPSHUR HEALTH	5,000	0.00	2,500.00	0.00	2,500.00	50.00
TOTAL CONTRIBUTIONS	5,000	0.00	2,500.00	0.00	2,500.00	50.00
TOTAL HEALTH DEPT	5,000	0.00	2,500.00	0.00	2,500.00	50.00
STORM WATER						
COMMODITIES						
001-805-348-00 STORM WATER TO SANITARY	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL COMMODITIES	100,000	0.00	50,000.00	0.00	50,000.00	50.00
TOTAL STORM WATER	100,000	0.00	50,000.00	0.00	50,000.00	50.00

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PARK 25% TO CPWB =====						
SALARIES & BENEFITS						
001-900-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
COMMODITIES						
001-900-341-00 PARK-30% HOT/MOT PD TO CP	36,000	3,320.15	16,862.48	0.00	19,137.52	46.84
TOTAL COMMODITIES	36,000	3,320.15	16,862.48	0.00	19,137.52	46.84
CONTRIBUTIONS						
001-900-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL PARK 25% TO CPWB	36,000	3,320.15	16,862.48	0.00	19,137.52	46.84
CVB 75% TO CVB =====						
CONTRACTUAL SERVICES						
001-901-235-00 HOTEL/MOTEL 70% PAID TO C	84,000	7,747.01	39,345.79	0.00	44,654.21	46.84
TOTAL CONTRACTUAL SERVICES	84,000	7,747.01	39,345.79	0.00	44,654.21	46.84
TOTAL CVB 75% TO CVB	84,000	7,747.01	39,345.79	0.00	44,654.21	46.84
ARTS & HUMANITIES =====						
SALARIES & BENEFITS						
001-906-101-00 CAC SALARIES	36,840	1,205.90	6,206.24	0.00	30,633.76	16.85
001-906-104-00 CAC FICA	2,850	92.25	474.77	0.00	2,375.23	16.66
001-906-105-00 CAC HEALTH INS	0	0.00	0.00	0.00	0.00	0.00
001-906-106-00 CAC RETIREMENT	720	6.94	29.35	0.00	690.65	4.08
TOTAL SALARIES & BENEFITS	40,410	1,305.09	6,710.36	0.00	33,699.64	16.61
CONTRACTUAL SERVICES						
001-906-213-00 CAC UTILITIES	8,000	438.66	3,662.72	0.00	4,337.28	45.78
001-906-216-00 THEATRE MAINTENANCE/UTILI	9,000	250.25	1,713.44	0.00	7,286.56	19.04
001-906-223-00 CAC PROFESSIONAL SERVICES	1,000	0.00	0.00	0.00	1,000.00	0.00
001-906-226-00 CAC INSURANCE & BONDS	5,000	55.31	3,549.80	0.00	1,450.20	71.00
TOTAL CONTRACTUAL SERVICES	23,000	744.22	8,925.96	0.00	14,074.04	38.81
COMMODITIES						
001-906-341-00 CAC SUPPLIES & EXPENSES	11,000	246.68	600.14	0.00	10,399.86	5.46
001-906-341-01 CAC BOOKINGS	3,000	0.00	1,150.00	0.00	1,850.00	38.33
001-906-341-04 CAC GALLERY MANAGEMENT	6,000	0.00	6,000.00	0.00	0.00	100.00
TOTAL COMMODITIES	20,000	246.68	7,750.14	0.00	12,249.86	38.75

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-906-450-01 THEATRE BLDG	10,000	0.00	905.95	0.00	9,094.05	9.06
001-906-459-01 THEATRE CAPITAL	64,000	5,220.65	26,359.70	0.00	37,640.30	41.19
001-906-459-01 CULTURE ARTS GRANT (ADA T	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	74,000	5,220.65	27,265.65	0.00	46,734.35	36.85
TOTAL ARTS & HUMANITIES	157,410	7,516.64	50,652.11	0.00	106,757.89	32.18
STOCKERT YOUTH CENTER =====						
SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	186,240	16,535.68	110,712.16	0.00	75,527.84	59.45
001-907-103-00 CAMP BUCANNEER SALARIES	79,800	770.00	7,374.58	0.00	72,425.42	9.24
001-907-103-01 SYC BUS DRIVERS	0	0.00	0.00	0.00	0.00	0.00
001-907-104-00 FICA TAX	20,500	1,323.93	9,033.82	0.00	11,466.18	44.07
001-907-105-00 GROUP INSURANCE	54,000	2,981.15	23,348.23	0.00	30,651.77	43.24
001-907-106-00 GROUP RETIREMENT	16,290	909.04	4,966.24	0.00	11,323.76	30.49
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	356,830	22,519.80	155,435.03	0.00	201,394.97	43.56
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	4,800	38.85	2,442.63	0.00	2,357.37	50.89
001-907-213-00 UTILITIES	17,000	1,244.25	7,818.67	0.00	9,181.33	45.99
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	7,000	372.06	2,148.65	0.00	4,851.35	30.70
001-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.00
001-907-221-00 TRAINING	275	0.00	0.00	0.00	275.00	0.00
001-907-223-00 PROFESSIONAL SERVICES ENG	0	0.00	0.00	0.00	0.00	0.00
001-907-226-00 INSURANCE & BONDS	13,390	650.62	5,884.02	0.00	7,505.98	43.94
001-907-230-00 SYC CONTRACTURAL BUS SER	0	0.00	0.00	0.00	0.00	0.00
001-907-230-01 WORK STUDY/AMERICORP	0	0.00	0.00	0.00	0.00	0.00
001-907-240-00 SYCC DONATION REFUNDS	307,708	0.00	0.00	0.00	307,708.00	0.00
TOTAL CONTRACTUAL SERVICES	350,923	2,305.78	18,293.97	0.00	332,629.03	5.21
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	7,200	516.80	1,750.22	0.00	5,449.78	24.31
001-907-341-01 OPERATING EXPENSES	3,000	222.62	1,137.16	0.00	1,862.84	37.91
001-907-343-00 SYC AUTO SUPPLIES	7,000	491.96	1,726.32	0.00	5,273.68	24.66
001-907-354-00 DRILL TEAM	1,000	37.99	75.98	0.00	924.02	7.60
001-907-355-00 DANCE TEAM	0	0.00	0.00	0.00	0.00	0.00
001-907-356-00 YOUTH BASKETBALL	30,000	194.06	194.06	0.00	29,805.94	0.65
001-907-357-00 TUTORING	0	0.00	0.00	0.00	0.00	0.00
001-907-358-00 MISC. DANCE/PARTIES	0	0.00	0.00	0.00	0.00	0.00
001-907-359-00 ART/DRAMA PROGRAM	100	0.00	0.00	0.00	100.00	0.00
001-907-360-00 CAMP BUCANNEER SUPPLIES	5,000	0.00	1,140.10	0.00	3,859.90	22.80
001-907-361-00 AFTER SCHOOL SUPPLIES	6,000	856.04	2,628.73	0.00	3,371.27	43.81
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-907-363-00 KARATE CLASS INSTRUCTION	3,000	604.00	2,075.20	0.00	924.80	69.17
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.00
001-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.00
001-907-366-00 FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
001-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
001-907-368-00 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
001-907-368-01 ZUMBA	1,500	0.00	471.20	0.00	1,028.80	31.41
001-907-368-02 YOGA FITNESS CLASS	5,000	676.00	2,038.40	0.00	2,961.60	40.77
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.00
001-907-368-04 MISC ACTIVITIES-ONE TIME	1,000	0.00	0.00	0.00	1,000.00	0.00
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	69,800	3,599.47	13,237.37	0.00	56,562.63	18.96
CAPITAL OUTLAY						
001-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
001-907-458-01 SYC CHILDRENS FESTIVAL	2,000	0.00	705.93	0.00	1,294.07	35.30
001-907-458-02 SYCC BUILDING	100,000	0.00	2,193.10	0.00	97,806.90	2.19
001-907-459-00 CAPITAL OUTLAY	2,500	0.00	0.00	0.00	2,500.00	0.00
001-907-459-01 SYCC CAPITOL PROPERTY PUR	0	0.00	0.00	0.00	0.00	0.00
001-907-477-00 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	104,500	0.00	2,899.03	0.00	101,600.97	2.77
CONTRIBUTIONS						
001-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00

TOTAL STOCKERT YOUTH CENTER

882,05328,425.05189,865.400.00692,187.6021.53

CONVENTION CENTER

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SALARIES & BENEFITS						
001-910-101-00 CONFERENCE CENTER SALARIE	47,000	2,123.93	10,640.83	0.00	36,359.17	22.64
001-910-104-00 PICA TAX	3,600	162.48	814.05	0.00	2,785.95	22.61
001-910-105-00 EVENT HEALTH INS	0	0.00	0.00	0.00	0.00	0.00
001-910-106-00 EVENT CENTER RETIREMENT	600	48.25	238.41	0.00	361.59	39.74
TOTAL SALARIES & BENEFITS	51,200	2,334.66	11,693.29	0.00	39,506.71	22.84
CONTRACTUAL SERVICES						
001-910-213-00 UTILITIES-ADJUTANT GENERA	15,600	51.15	204.27	0.00	15,395.73	1.31
001-910-226-00 INSURANCE & BONDS	515	6.04	36.24	0.00	478.76	7.04
TOTAL CONTRACTUAL SERVICES	16,115	57.19	240.51	0.00	15,874.49	1.49

COMMODITIES						
001-910-341-00 EVENT CENTER SUPPLIES	5,000	1,043.54	1,409.39	0.00	3,590.61	28.19
TOTAL COMMODITIES	5,000	1,043.54	1,409.39	0.00	3,590.61	28.19

001-GENERAL FUND

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,212	3,351.00	22,717.37	0.00	17,494.63	56.49
TOTAL CAPITAL OUTLAY	40,212	3,351.00	22,717.37	0.00	17,494.63	56.49
TOTAL CONVENTION CENTER	112,527	6,786.39	36,060.56	0.00	76,466.44	32.05
HISTORIC LANDMARKS						
=====						
CONTRACTUAL SERVICES						
001-911-223-00 HISTORIC LAND MARK EXPENS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HISTORIC LANDMARKS	0	0.00	0.00	0.00	0.00	0.00

PUBLIC SAFETY

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CONTRACTUAL SERVICES						
001-976-213-00 SAFETY COMPLEX UTILITIES	21,000	2,235.74	10,347.22	0.00	10,652.78	49.27
001-976-216-00 SAFETY COMPLEX MAINT	7,000	3,197.68	5,577.35	1,590.55 (	167.90)	102.40
001-976-226-00 SAFETY COMPLEX INSURANCE	9,270	0.00	660.94	0.00	8,609.06	7.13
TOTAL CONTRACTUAL SERVICES	37,270	5,433.42	16,585.51	1,590.55	19,093.94	48.77
CAPITAL OUTLAY						
001-976-459-00 SAFETY COMPLEX CAPITAL IM	2,000	0.00	0.00	0.00	2,000.00	0.00
001-976-459-01 PUBLIC SAFETY TRAINING FA	50,000	10,071.40	32,325.50	0.00	17,674.50	64.65
001-976-459-35 FEMA GRANT#2 GENERATOR EX	0	0.00	0.00	0.00	0.00	0.00
001-976-459-36 FEMA GRANT#1 GENERATOR EX	0	0.00	0.00	0.00	0.00	0.00
001-976-461-00 SAFETY COMPLEX POLICE DEP	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	52,000	10,071.40	32,325.50	0.00	19,674.50	62.16
TOTAL PUBLIC SAFETY	89,270	15,504.82	48,911.01	1,590.55	38,768.44	56.57

TOTAL EXPENDITURES

8,028,371469,390.832,980,143.7333,736.755,014,490.5237.54

REVENUE OVER/(UNDER) EXPENDITURES

( 1,850,289) ( 173,164.59) ( 169,371.89) ( 33,736.75) ( 1,647,180.36) 10.98

c. Approval of Bill Payments: Mrs. Jenkins presented the following bills for payment approval by the City Council. Without objection, Mayor Skinner moved *Approval of Bill Payments* to the table for action.

Bucklew/Zuliani moved to approve the payment of the bills as presented. The motion carried.



NOV 16-30, 2025 GENERAL FUND PAYMENT OF BILLS

- \$2,500.00 – JC FILMS STUDIO CONTRIBUTION FILMING HANK’S CHRISTMAS WISH 4
- \$5,121.82 – APPALACHIAN EQUIPMENT- UNDERCARRIAGE PARTS FOR EXCAVATOR
- \$3,860.00 –ACE MATERIALS – CONCRETE FOR N. FLORIDA ST
- \$2,450.00 – METHENY CONTRACTING –TOPSOIL FOR BACKFILLING ON ALL PROJECTS
- \$3,275.79 – VALLEY STEEL SERVICE – METAL FOR TRAINING FACILITY

12-04-2025 08:22 AM		DISBURSEMENTS 11-16-25 TO 11-30-25			PAGE: 1
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	REGION VII PLANNING PDC	409-341-00	MAYOR'S SUPPLIES & M	GIS SRV ENG OCT2025	162.50
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	86.20
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	98.42
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	11.15
	PAYROLL ACCOUNT (ALL DEPTS)	409-341-00	MAYOR'S SUPPLIES & M	OCT 2025 AA FEES	11.05
	GENERAL FUND	409-341-00	MAYOR'S SUPPLIES & M	NOV 25 LOC FEE	72.50
		409-341-00	MAYOR'S SUPPLIES & M	OCT 25 LOC FEE	72.50
	JERRY HEARD ASSC.	409-341-00	MAYOR'S SUPPLIES & M	8 1/2 X 11 COPY PAPER	534.81
	MY BUCKHANNON	409-220-00	MAYOR'S LEGAL PUBLIC	OFFICE CLERK AD	115.50
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	114.86
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	26.87
	MATTHEW BENDER & CO., INC	409-341-00	MAYOR'S SUPPLIES & M	WV CODE 2025 RV11	62.06
	PAYFLEX - INSPIRA	409-105-00	MAYOR'S INSURANCE	GF NOV 2025 HSA FEES	6.50
	FP FINANCE PROGRAM	409-218-00	MAYOR'S POSTAGE	NOV 2025 MAILER & INSERT P	107.30
	CAPITOL BUSINESS EQUIPMENT I	409-341-00	MAYOR'S SUPPLIES & M	NEW CHAIRS AMBY'S OFFICE	182.00
	JC FILMS STUDIO INC	409-341-05	EVENT/FIREWORK EXPEN	FILMING HANK'S CHRISTMAS W	2,500.00
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	1,864.37
				TOTAL:	6,028.59
COUNCIL	WV PUBLIC EMPLOYEES RETIREME	410-106-00	COUNCIL'S RETIREMENT	WV RETIREMENT CONTRIBUTION	18.00
	THOMAS J O'NEILL	410-223-00	PROFESSIONAL (LEGAL)	DEC 25 ATTORNEY FEES	1,354.17
	INTERNAL REVENUE SERVICE	410-104-00	COUNCIL'S F.I.C.A.	FICA WITHHELD AND MATCHED	49.60
		410-104-00	COUNCIL'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	11.60
12-04-2025 08:22 AM		DISBURSEMENTS 11-16-25 TO 11-30-25			PAGE: 2
FUND: GENERAL FUND					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TRAVELERS INSURANCE	410-226-00	COUNCIL INSURANCE (P	INS PREM AUTO LIAB NOV 25	552.00
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	800.00
				TOTAL:	2,785.37
RECORDER	WV PUBLIC EMPLOYEES RETIREME	411-106-00	RECORDER'S RETIREMEN	WV RETIRE TIER2 CONTRIBUTI	10.70
	INTERNAL REVENUE SERVICE	411-104-00	RECORDER'S F.I.C.A.	FICA WITHHELD AND MATCHED	31.00
		411-104-00	RECORDER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	7.25
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	500.00
			TOTAL:	548.95	
TREASURER	WV PUBLIC EMPLOYEES RETIREME	413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	38.46
		413-106-00	TREASURER'S RETIREME	WV RETIREMENT CONTRIBUTION	38.46
	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
	PAYFLEX - INSPIRA	413-105-00	TREASURER'S GROUP IN	GF NOV 2025 HSA FEES	3.25
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	427.30
			TOTAL:	540.16	
COURT	INTERNAL REVENUE SERVICE	416-104-00	POLICE JUDGE FICA	FICA WITHHELD AND MATCHED	43.92
		416-104-00	POLICE JUDGE FICA	MEDICARE WITHHELD & MATCHE	10.27
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	708.33
			TOTAL:	762.52	
CITY ENGINEER	WV PUBLIC EMPLOYEES RETIREME	420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	82.21
		420-106-00	CITY ENGINEER RETIRE	WV RETIREMENT CONTRIBUTION	82.21
	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			11/16/2025 - 11/30/2025	913.47
			TOTAL:	1,148.35	
ZONING	VINCENT SMITH	437-214-00	TRAVEL EXPENSE	AUG 2025 CODE ENF MILEAGE	166.60
		437-214-00	TRAVEL EXPENSE	JULY 2025 CODE ENF MILEAGE	154.70
		437-214-00	TRAVEL EXPENSE	OCT 2025 CODE ENF MILEAGE	89.60
		437-214-00	TRAVEL EXPENSE	VINCENT SMITH	148.40
	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	148.85
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	148.85
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	102.54
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	23.98
	PAYFLEX - INSPIRA	437-105-00	ZONING HEALTH INS	GF NOV 2025 HSA FEES	3.25
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	1,653.85
				TOTAL:	2,640.62
DATA PROCESSING	HEWLETT PACKARD FINANCIAL SE	439-230-00	DATA PROCESSING	OCT 25 PLOTTER RENT	78.91
				TOTAL:	78.91
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110 088 782 062 70 E MAIN	1,105.06
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	163.62
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	172.13
	ST JOSEPH HOSPITAL OF BUCKHA	440-341-00	CITY HALL SUPPLIES	SUE ROBY FALL BLOOD SCREEN	55.00
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	117.66
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	27.52
	PAYFLEX - INSPIRA	440-105-00	CITY HALL JANITOR IN	GF NOV 2025 HSA FEES	3.25
	CINTAS	440-216-00	CITY HALL MAINTENANC	CH THEATRE PSC RUGS	46.59
		440-216-00	CITY HALL MAINTENANC	CH PSC THEATRE RUGS 11-21-	46.59



FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	1,912.50
				TOTAL:	3,649.92
POLICE	GALLS LLC	700-345-00	POLICE DEPT. UNIFORM	JACKET-MAJOR	122.11
		700-345-00	POLICE DEPT. UNIFORM	BOOTS-CHIEF GREGORY	144.55
		700-345-00	POLICE DEPT. UNIFORM	JACKET-BENDER	122.11
	QUICK SLICK OIL CHANGE	700-343-00	POLICE DEPT. AUTO SU	OIL CHANGE CAR 6	25.00
		700-343-00	POLICE DEPT. AUTO SU	OIL CHANGE-CAR 12	25.00
	SUPER SPLASH LLC	700-343-00	POLICE DEPT. AUTO SU	CAR WASHES	90.25
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,812.69
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	2,072.71
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,356.39
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,610.12
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,590.44
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	605.82
	MATTHEW BENDER & CO., INC	700-341-00	POLICE DEPT. MAT & S	WV CODE 2025 RV11	62.06
	PAYFLEX - INSPIRA	700-105-00	POLICE DEPT. GROUP I	GF NOV 2025 HSA FEES	35.75
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	473-7911-073014-4 POL FAX	144.39
	TRAVELERS INSURANCE	700-226-00	POLICE DEPT. INSURAN	INS PREM AUTO LIAB NOV 25	2,115.66
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	41,972.41
				TOTAL:	54,907.46
FIRE	MATHENY MOTOR TRUCK CO	706-343-00	FIRE DEPT. AUTO SUPP	FUEL FILTERS AIR CARTRIDG	455.29
		706-343-00	FIRE DEPT. AUTO SUPP	ECO 9-3/4 SID	110.00
	LOWES BUSINESS ACCOUNTS/SYNC	706-216-00	FIRE DEPT. MAINTENAN	UTILITY SINK	95.62
		706-216-00	FIRE DEPT. MAINTENAN	UNIVERSAL HOSE UNION	31.59
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	762.33
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	886.71
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,030.82
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,264.93
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,532.67
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	358.45
	PAYFLEX - INSPIRA	706-105-00	FIRE DEPT. GROUP INS	GF NOV 2025 HSA FEES	29.25
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	160.20
	TRAVELERS INSURANCE	706-226-00	FIRE DEPT. INSURANCE	INS PREM AUTO LIAB NOV 25	1,011.55
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	24,733.93
				TOTAL:	32,463.34
STREET	VALLEY STEEL SERVICE	750-341-00	STREET DEPT. MAT & S	STEEL-STREET SIGN	84.88
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	BATTERY FOR SCISSOR LIFT	184.41
	LOWES BUSINESS ACCOUNTS/SYNC	750-341-00	STREET DEPT. MAT & S	SOCKET SET SCRAPER 3/4 BI	56.43
		750-341-00	STREET DEPT. MAT & S	ALUM. LADDER	345.80
	CENTRAL SUPPLY CO	750-458-05	STREET DEPT. PROJECTS	CONCRETE FORM RELEASE	132.00
	JENKINS FORD INC	750-343-00	STREET DEPT. AUTO SU	SERVICE ON S-7	225.87
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	DEC 25 CONCRETE TRK PYMT	2,753.72
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,030.48
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,016.31
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	802.10
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	781.24
	CITIZENS BANK OF WV	750-459-00	STREET DEPT. CAPITAL	STRT DEPT EXCVTR PYMT DEC	2,736.13
	THE SIGN GUY LLC	750-345-00	STREET DEPT. UNIFORM	SAFETY STRIPED T-SHIRTS	1,375.15
	MOUNTAIN STATE PEST GUARD	750-341-00	STREET DEPT. MAT & S	STREET DEPT NOV PEST INSPE	33.50
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,238.52
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	289.66

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	PAYFLEX - INSPIRA	750-105-00	STREET DEPT. GROUP I	GF NOV 2025 HSA FEES	32.50
	CORRIDOR H TIRE INC	750-343-00	STREET DEPT. AUTO SU	TIRE REPAIR FOR S-5	32.85
	APPALACHIAN EQUIPMENT SOLUTI	750-343-00	STREET DEPT. AUTO SU	UNDRCARRIAGE PARTS EXCAVA	5,121.82
	FREEDOM AG & ENGERY COOPERAT	750-458-05	STREET DEPT. PROJECTS	GRASS SEED FOR N. FLORIDA	67.99
	CINTAS	750-345-00	STREET DEPT. UNIFORM	STREET UNIFORMS 11.13.25	251.04
		750-345-00	STREET DEPT. UNIFORM	STR UNIFORM 11.20.25	257.40
	ACE MATERIALS	750-458-05	STREET DEPT. PROJECTS	10 YDS CONCRETE N. FLORID	1,890.00
		750-458-05	STREET DEPT. PROJECTS	10 YDS CONCRETE N. FLORID	1,970.00
	METHENY CONTRACTING	750-458-05	STREET DEPT. PROJECTS	7 LOADS OF TOPSOIL FOR BA	2,450.00
	HOPE GAS	750-213-00	STREET DEPT. UTILITI	GF GAS BILL 11-25-25	1,131.65
	TRAVELERS INSURANCE	750-226-00	STREET DEPT. INSURAN	INS PREM AUTO LIAB NOV 25	2,234.78
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	19,972.68
				TOTAL:	48,498.91
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 088 782 484 E MAIN ST	138.41
		751-213-00	STREET LIGHTS	110 100 156 733 107 E MAIN	137.08
		751-213-00	STREET LIGHTS	110 158 087 939 MAIN ST CA	12.62
		751-213-00	STREET LIGHTS	110 160 309 701 31 S KANAW	33.40
				TOTAL:	321.51
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 087 174 485 S KANAWHA	34.92
		752-213-00	TRAFFIC SIGNALS POWE	110 088 235 830 REGER ST	37.99
				TOTAL:	72.91
ARTS-THEATRE	DODSON BROS EXTERMINATING CO	906-216-00	THEATRE MAINTENANCE/	THEATRE PEST CONTROL 11.3.	102.00
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	3.59
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	3.35
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	17.77
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	4.16
	CINTAS	906-216-00	THEATRE MAINTENANCE/	CH THEATRE PSC RUGS	29.65
	**PAYROLL EXPENSES	906-216-00	THEATRE MAINTENANCE/	CH PSC THEATRE RUGS 11-21-	29.65
				11/16/2025 - 11/30/2025	286.62
				TOTAL:	476.79
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 084 592 119 SYC	872.83
		907-213-00	UTILITIES	110 084 767 208 79 MAIN S	12.15
	LOWES BUSINESS ACCOUNTS/SYNC	907-341-00	MATERIALS & SUPPLIES	BUILDING SUPPLIES	24.27
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	234.99
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	230.04
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	222.22
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	221.79
	MOUNTAIN STATE PEST GUARD	907-216-00	MAINTENANCE	SYC NOV 2025 PEST INSPECTI	38.50
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	517.56
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	121.04
	PAYFLEX - INSPIRA	907-105-00	GROUP INSURANCE	GF NOV 2025 HSA FEES	16.25
	CINTAS	907-216-00	MAINTENANCE	SYC MATS & MOPS 11-17-25	83.39
	TRAVELERS INSURANCE	907-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB NOV 25	472.76
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	8,347.42
				TOTAL:	11,415.21
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER DEC 25	3,351.00
	WV PUBLIC EMPLOYEES RETIREME	910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	1.89
		910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	46.36
	INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	130.38

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHED	30.49
	POWELL INC	910-341-00	EVENT CENTER SUPPLIE	HVAC REPAIR EVENT CNTR	977.07
	**PAYROLL EXPENSES			11/16/2025 - 11/30/2025	2,102.93
				TOTAL:	6,640.12
PUBLIC SAFETY	MON POWER	976-213-00	SAFETY COMPLEX UTILI	110 088 783 078 22 S FLORI	1,191.66
	VALLEY STEEL SERVICE	976-459-01	PUBLIC SAFETY TRAINI	METAL FOR TRAINING CNTR	901.86
		976-459-01	PUBLIC SAFETY TRAINI	METAL FOR TRAINING CNTR	2,373.93
	AMERICAN GARAGE DOOR LLC	976-216-00	SAFETY COMPLEX MAINT	SERV CALL ON GARAGE DOOR	335.00
		976-216-00	SAFETY COMPLEX MAINT	RPRS AERIAL TRK DOOR	455.00
	CINTAS	976-216-00	SAFETY COMPLEX MAINT	CH THEATRE PSC RUGS	30.70
		976-216-00	SAFETY COMPLEX MAINT	CH PSC THEATRE RUGS 11-21-	30.70
				TOTAL:	5,318.85

**b. Approval Renewal Volunteer Firemen’s Insurance Services (VFIS)** - Without objection, Mayor Skinner moved *Approval Renewal Volunteer Firemen’s Insurance Services (VFIS)* to the table for action. Mrs. Jenkins reported that the City’s volunteer fire insurance policy—covering all equipment and fire trucks for the Buckhannon Volunteer Fire Department—is up for renewal. The current annual premium is \$30,669, and the renewal quote is \$31,124, reflecting an increase of approximately 1.5%. Mrs. Jenkins noted that the increase is minimal and the renewal rate appears reasonable. She recommended renewing the policy.

**Sanders/Reger moved to approve the renewal of the Volunteer Firemen’s Insurance Services (VFIS). The motion carried.**

**VFIS Renewal**

1 message

jpowell@loudinins.com <jpowell@loudinins.com> Tue, Nov 18, 2025 at 3:38 PM

To: amby.j@buckhannonwv.org

Cc: jpowell@loudinins.com

Hi Amby,

I have attached the renewal quote we discussed over the phone. Please let me know if you have any questions and if you want to renew.

\\VFIS Renewal Recap:

Coverage Part	Adjusted Expiring Premium	Renewal Quote Premium	Taxes/Surcharges (If Applicable)	Notes
Property	555	534	2.94	Increased Ded to \$1,000
Portable Equipment	4,523	4,304	23.67	Increased Ded to \$500
Auto	18,738	19,755	108.65	
General Liability	2,546	2,181	12.00	
Management Liability	2,437	2,446	13.45	
Excess	1,870	1,904	10.47	
Total	\$30,669	\$31,124	\$171.18	

Thank you,

Jamie

James Powell  
President  
Loudin Insurance  
Office (304) 472-1532 | Mobile (304) 613-7691  
jpowell@loudinins.com

**a. Call for Election 2026** - Without objection, Mayor Skinner moved *Call for Election* to the table for action. Mrs. Jenkins reviewed the required timeline and procedures for the upcoming City of Buckhannon General Election, scheduled for Tuesday, May 12, 2026. The election will include the Recorder's four-year term and two At-large City Council seats—one currently held by Councilmember Scott Randall and the other formerly held by Councilmember David Thomas. The filing period for candidates opens Monday, January 12, 2026, and closes Saturday, January 31, 2026. In-person filing at City Hall will be available on January 31 from 9:00 a.m. to noon. Mailed Certificates of Announcement must be postmarked no later than midnight on January 31. The final day for candidates to withdraw is Tuesday, February 17, 2026. The drawing for ballot position will occur on Tuesday, February 24, 2026, at 9:00 a.m. at the Upshur County Courthouse. Mrs. Jenkins noted that the City's elections are administered in coordination with the County, and voters must be registered and vote in their assigned precincts. Filing fees are \$5.00 for City Council candidates and \$7.50 for Recorder, with a waiver available for those unable to pay.

**Bucklew/Zuliani moved to approve the Call for Election as presented. The motion carried.**

**Call for Election  
On May 12, 2026  
City of Buckhannon**

A General Election for the City of Buckhannon is called to be held on the second Tuesday in May 2026, for the purpose of electing the following:

- Recorder for a Four (4) year term
- Two Council Members, at large, for a Four (4) year term

The voting locations are as follows:

Precinct 8	Buckhannon Academy Elementary School
Precinct 9	City Hall
Precinct 12	Fred W. Eberle Technical Center
Precinct 14	Buckhannon Academy Elementary School

Persons interested in filing for these offices may begin on Monday, January 12, 2026 and not later than the last Saturday on January 31, 2026, in City Hall, 70 E Main St, Buckhannon, WV 26201.

Hours for in-person filing on the final day, January 31, 2026 at City Hall 9:00 am until 12:00 pm

Mailed Certificate of Announcement Deadline: Must be postmarked by the U.S. Postal Service before midnight E.S.T. on January 31, 2026.

The last date to withdraw from the election is Tuesday, February 17, 2026.

Drawing for position on the ballot will take place on Tuesday, February 24, 2026 at 9:00 a.m. at the Upshur County Courthouse located in the County Clerk's Office – 40 West Main Street, Buckhannon, WV.

All voters must be registered and must vote in the particular precinct in which they are registered.

Robert N. Skinner III, Mayor

**9. 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  
December 4, 2025**

**Street:**

- We have a single concrete pour remaining on the North Florida Street sidewalk to finish that project.
- Working on a section of the sidewalk along Cooper Street as part of the sidewalk citizen participation program.
- Curbing along Pocahontas Street is complete along the western portion of the street.



- Christmas Decoration are complete except for a few lights on the trees in planters, which we had to order and are waiting for them to arrive.

**Waste:**

- We have hired a new waste collection driver.

**Sewer:**

- Continuing to work on the Henry Street sanitary sewer upgrade.
- Working with the WVD OH to repair a drop inlet along Marion Street
- Beginning work to repair a drip inlet on South Florida Street.

**Stormwater**

- Continuing to work on the Taylor Street Storm sewer project and discussing property acquisition with property owners.

**Water:**

- Crews have been completing maintenance on several pieces of equipment.
- Continuing to work on property purchases and design relative to the new water treatment plant.
- Working on the inventory management program required by funding agencies.

**Zoning and Code Enforcement**

- Nothing new

**Engineering:**

- Charles W. Gibson Library Remediation Project – The roof replacement Bid Package is 95% complete. I’ll present the Bid Package to the Library Board next week for their review and comment before finalizing the Bid Package. I’m expecting a late January / early February advertising period with the roof replacement project to begin around early April 2026.
- WVD OH Transportation Alternative Program (TAP) North Locust Street Sidewalk & Lighting Project (Gateway North) – CWPB voted to change priorities from this project to a project in the southern portion of the City. A new grant application will begin in June of this year for that project.
- Colonial Arts Center –Continuing to work on the HVAC system options for the CAC. At this time, there are existing conditions that need to be addressed before proceeding too much further, including the relocation of stage and theater lights and a sprinkler system line as well as the installation of a new sprinkler system line.
- FEMA / WVEMD – An additional round of appraisals is being conducted at this time for the four (4) properties near the proposed project area. I am continuing to work on the FEMA grant application (Approximately 85% complete). I plan on submitting the grant application before December 31st.
- WVD OH Transportation Alternative Program (TAP) West Main Street / North Locust Street Sidewalk & Lighting Project – Awaiting the WVD OH’s decision on the application will take place in late November / early December.

**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.

**Reger/Zuliani moved to approve the Building and Wiring Permits. The motion carried.**



**Permit Fee Report #76783- #76789**  
**11/20/2025 - 12/03/2025**

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
76785	SBA TOWER S III LLC	311 LEGGETT ADDITION RD	SBA NETWORK SERVICES LLC	INSTALL OF ADDITIONAL EQUIPMENT ON	10,000.00	100.00	A Commercial Property	No	11/21/2025	No	N/A	No	No



				EXISTIN G CELL TOWER									
					10,000 .00	100.0 0							

Group Total: 1

Group: Commercial-Industrial (nonresidential)

76787	CRITES ELECTRIC	50 S KANAWHA ST	Crites Electric, Inc.	REPLACING EXISTING GENERATOR (IN THE SAME PLACE)	4,411.92	41.91		No	11/24/2025	Yes	Zone AE	Yes-Elevation Cert. Not Required	No
76785	SBA TOWERS III LLC	311 LEGGETT ADDITION RD	SBA NETWORK SERVICES LLC	INSTALL OF ADDITIONAL EQUIPMENT ON EXISTING CELL TOWER	10,000.00	85.00	A Commercial Property	No	11/21/2025	No	N/A	No	No
76783	Pure Energy Auto Repair	110 1/2 Island Ave		Signage on existing pole & frame 24 sqft	175.00	15.00			11/12/2025	Yes	N/A	No	
					14,586.92	141.91							

Group Total: 3

Group: Residential (non-commercial)

76789	CLAY PERSINGER	108 POCAHONTAS ST		FLOORING	5,000.00	55.00		No		No	N/A	No	No
76788	BRIAN WEBB	32 S FLORIDA ST	J B RYAN CONSTRUCTION	BATHROOM REMODEL	25,000.00	225.00		No		Yes	N/A	No	No
76784	KEVIN LEE	23 THURMAN AVE		RAZING ADDITION- REAR OF HOUSE REPLACE WITH 12' X 20' ADDITION	2,000.00	22.00	B2 Single Family Residential (500 sq ft)	Yes -If yes attach report	11/24/2025	No	Zone AE	Yes -If yes attach report	No
76786	DAWN ONESTO	22 PINNELL ST	ULTIMATE ROOFING WV LLC	REROOF	19,980.00	219.78		Yes -If yes attach report		No	Zone AE	Yes-Elevation Cert. Not Required	No
					51,980.00	521.78							

Group Total: 4

Group: Residential Electrical Fee

76784	KEVIN LEE	23 THURMAN AVE		RAZING ADDITION- REAR OF HOUSE REPLACE WITH 12' X 20' ADDITION	2,000.00	100.00	B2 Single Family Residential (500 sq ft)	Yes -If yes attach report	11/24/2025	No	Zone AE	Yes -If yes attach report	No
					2,000.00	100.00							

Group Total: 1

Group: Zoning Application Fee

76787	CRITES ELECTRIC	50 S KANAWHA ST	Crites Electric, Inc.	REPLACING EXISTING GENERATOR (IN THE SAME PLACE)	4,411.92	20.00		No	11/24/2025	Yes	Zone AE	Yes-Elevation Cert. Not Required	No
76784	KEVIN LEE	23 THURMAN AVE		RAZING ADDITION- REAR OF HOUSE REPLACE WITH 12' X 20' ADDITION	2,000.00	20.00	B2 Single Family Residential (500 sq ft)	Yes -If yes attach report	11/24/2025	No	Zone AE	Yes -If yes attach report	No
76785	SBA TOWERS III LLC	311 LEGGETT ADDITION RD	SBA NETWORK SERVICES LLC	INSTALL OF ADDITIONAL EQUIPMENT ON EXISTING CELL TOWER	10,000.00	20.00	A Commercial Property	No	11/21/2025	No	N/A	No	No
76783	Pure Energy Auto Repair	110 1/2 Island Ave		Signage on existing pole & frame 24 sqft	175.00	20.00			11/12/2025	Yes	N/A	No	
					16,586.92	80.00							
Group Total: 4													
					95,153.84	943.69							

Total Records: 13

12/4/2025

10. Fire Department Report – Chief J. B. Kimble – Fire Chief J.B. Kimble reported the following:

**Call Volume Update:** Year-to-date call volume through October 2025 is up 4.5% compared to the same period in 2024. A full year-end summary of fires and major incidents will be provided at the end of the year.

**Software Transition:** The department is switching to a new reporting software system; implementation will be ongoing.

**Christmas Parade:** The parade will be held tomorrow evening (12/5/25). Santa will ride on the ladder truck and visit the firehouse afterward.

**Training Facility Progress:** The first floor of the Mudlick Road training facility is nearly complete, allowing separation of the first and second floors. Live-burn training for the new firefighter hire is anticipated in January.

**New Hire Pinning Ceremony:** Chief Kimble requested permission to pin new firefighter Joshua Bowers on December 18, before his January 5 start date.

**Mental Wellness & Peer Support Program:** Chief Kimble, along with representatives from Upshur County 911 and the Buckhannon Police Department, completed a 12-week life-coaching course funded through opioid settlement dollars. The regional peer-support network now includes 8–9 trained coaches across Upshur, Lewis, and Randolph counties, with participation growing from 4 to 24 attendees at bi-monthly meetings. West Virginia Wesleyan College continues to support the program actively, and additional counties may join.

**Volunteer Firefighter Achievements:** Alyssa Roar and Jonathan Warner completed Firefighter I training and have joined the Buckhannon Volunteer Fire Department.

**Personnel Update:** Firefighter Marcus Miller has returned to duty following recovery from a knee injury sustained while assisting with Special Olympics softball.

**Recent Animal Rescue:** During a mutual-aid response near the Webster County line, firefighters Ethan Smith and Shane Jenkins successfully rescued a resident’s cat.

**Department Christmas Dinner:** The Buckhannon Fire Department will hold its Christmas dinner next Saturday at 6:00 p.m. Council Members and County Commissioners are all invited.

**Birth Announcement:** The Chief congratulated firefighter Captain Joey Baxa and his significant other on the birth of twins earlier that day.

#### **11. City Attorney's Report – Thomas J. O'Neill**

**a. Authorization for Property Acquisition for the New Water Treatment Plant** - Mayor Skinner recognized City Attorney Tom O'Neill who requested Council's formal approval to acquire the properties located at 166 and 176 Wood Street for the site of the City's new Water Treatment Plant. He explained that negotiations with the property owners are ongoing; however, if negotiations are unsuccessful, the City may need to proceed with condemnation. He noted that the Council's vote would also serve as authorization to file such an action if necessary.

**Reger/Sanders moved to approve the authorization for property acquisition for the new Water Treatment Plant as presented. The motion carried.**

#### **12. Old Business Discussions – None.**

#### **13. New Business Discussions**

**a. City's Appointment to the Upshur County Recreation Board** – Mayor Skinner recommended Eric Kerr to serve as the city representative on the Upshur County Recreation Board.

**Sanders/Zuliani moved to approve Eric Kerr to serve as the city representative on the Upshur County Recreation Board. The motion carried.**

**b. Planning Commission – Two Vacant Seats** – Mayor Skinner recommended city residents Roger Marsh and Paul McGrew to fill the vacancies on that board.

**Randall/Bucklew moved to approve the appointment of Roger Marsh and Paul McGrew to fill the current vacancies on the Planning Commission. The motion carried.**

#### **14. Council Members' Remarks and Announcements**

**Scott Randall:** Mr. Randall thanked all attendees for coming to share their concerns and learn more about the proposed readdressing. He commended Fire Chief Kimble for the significant growth of the regional mental-health and peer-support program, noting its expansion from four participants to approximately twenty and its increasing involvement from neighboring counties. He encouraged the community to attend the Christmas Parade the following evening and enjoy the holiday decorations throughout the city.

**Pamela Bucklew:** Mrs. Bucklew agreed with all that Mr. Randall had said.

**Jack Reger:** Mr. Reger complimented the City's Christmas decorations, noting that the addition of lighting on the downtown side streets looked excellent and is worth recognizing. He also praised the progress of the regional mental-health program and expressed appreciation for the encouragement it provides. He commended the Upshur County Commission for pursuing action regarding gasoline price disparities in Buckhannon compared to nearby communities such as Weston and Elkins. He noted that similar concerns had been raised by the Mayor in prior years and wished the Commission success in addressing the issue.

**Robert Zuliani:** Mr. Zuliani thanked City employees for their great work preparing downtown for the upcoming Christmas Parade, noting that the new wreaths and decorated side streets looked excellent. He encouraged the community to attend the parade, noting that the weather is expected to be favorable. He also thanked the group for stepping in to provide hot chocolate at the Fire Department. He further highlighted several upcoming holiday events, including the premiere of Hank's Christmas Wish and the Rudolph production, noting that there is a great deal happening in the community during the holiday season.

**15. City Recorder's Report, Remarks, and Announcements** – City Recorder Randy Sanders clarified that the City of Buckhannon does not collect any taxes on gasoline sales, noting that no municipality in West Virginia receives revenue from gas taxes, which are imposed solely at the state level. He also addressed recent social media criticism regarding the timing of the City's Christmas decorations. He emphasized that the Street Department and all City departments work extremely hard and follow established schedules. This year's plan called for decorating Main Street on the Monday following Thanksgiving, and he expressed concern that online complaints arose before crews had the opportunity to begin their scheduled work. He encouraged patience and understanding from the public. He expressed appreciation for the efforts of City employees who had to read the negative comments, even though they knew they were preparing to work in difficult weather to complete the decorations.

**a. Report of Events, Correspondence, and Information** – Recorder Sanders reported on the following:

**i. Weyerhaeuser’s THRIVE Buckhannon Community Development Survey:**

[Buckhannon Community Development Survey – Fill out form](#)

**ii. BFD Christmas Parade on 12/05/2025, at 6:00 p.m.**

**iii. Annual Menorah Lighting in Jawbone Park on 12/14/25, at 7:00 p.m.**

**iv. City Hall will be closed from 12:00 Noon to 2:00 p.m. on 12/16/2025 for the Staff Holiday Party**

**v. Cancellation announcement of the City Council Meeting January 1, 2026, due to Holiday**

**b. Upcoming Events at The Event Center at Brushy Fork**

**i. December 05, 2025 - Hank’s Christmas Wish 3: Elvis Lives Movie Premiere**

**ii. December 06, 2025 - Holiday “FURtastic” Elimination Dinner**

**iii. December 07, 2025 – WVARNG 601st Holiday Celebration (Private)**

**iv. December 09, 2025 - Corporate Holiday Celebration (Private Event)**

**v. December 13, 2025 – Corporate Holiday Celebration (Private Event)**

**vi. December 16, 2025 – Rotary Club of Buckhannon Upshur Holiday Dinner (Members & Guests)**

**vii. December 17, 2025 – WVARNG USPFO Holiday Celebration (Private)**

**16. Mayor’s Remarks and Announcements** - Mayor Skinner again recognized Mrs. Bucklew, who spoke about the Buckhannon Community Theater’s presentation of Rudolph Jr., and that all the presentations were already sold out. Mayor Skinner then thanked everyone for a good meeting and called for a motion to adjourn.

## **17. Declaration of Adjournment**

**At 8:12 p.m., Randall made a motion to adjourn.**

**Mayor Robert N. Skinner III**

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**City Recorder Randall H. Sanders**

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