

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 | | |
| Facilitator: | City of Buckhannon, WV | | |
| Name | Company | Phone | E-Mail |
| Jay Hollen | City of Buckhannon | 304-472-1651 | jay.hollen@buckhannowv.org |
| | | | Mayor: <i>Robert N. Skinner</i> |
| | | | Council: <i>John R. Bean</i> |
| | | | Council: <i>Pamela M. Bucklin</i> |
| | | | Council: <i>Eric Bell</i> |
| | | | Council: <i>Alma B. B. B.</i> |
| | | | Recorder: <i>Stephanie Hollen</i> |

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 | Shoben52@gmail.com |
| Vickie Drane | | 813 503-7763 | drane.vickie@gmail.com |
| Lynne Shaver | | 304-406-4814 | shaverwvgoatapplefarm@yahoo.com |
| Jay Hollen | City of Buckhannon | 304-472-1651 | jay.hollen@buckhannowv.org |
| Mayor: <u>Robt Neal Skinner Jr.</u> Council: <u>Jay Drane</u> Council: <u>Pamela Bucklen</u> Council: <u>Scott Bell</u> Recorder: <u>Leighann</u> Council: <u>ELB Jr.</u> Recorder: See above | | | |

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

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

⁴ **pledge of Allegiance.** China invited these international guests to witness 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:

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

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2025

PAGE: 6

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 |

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2025

PAGE: 7

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 BUCANNER 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 |

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2025

PAGE: 8

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 GRNT(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 |
| 001-366-000-19 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 |
| TOTAL INTRAFUND CONTR/CHARGES | 2,319,384 | 157.48 | 500,769.75 | 0.00 | (569.75) | 384.88 |
| 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 |

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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 |
|--|----------------|----------------|---------------------|------------------|------------------|--------------|
| 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 |

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
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001-GENERAL FUND

| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | % OF YEAR COMPLETED: 41.67 | |
|---|----------------|----------------|---------------------|------------------|----------------------------|--------------|
| | | | | | BUDGET BALANCE | % YTD BUDGET |
| CONTRIBUTIONS | | | | | | |
| 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 |
| NON-OPERATING EXPENSES | | | | | | |
| 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 | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 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 |
| CONTRACTUAL SERVICES | | | | | | |
| 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 |
| COMMODITIES | | | | | | |
| 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 |
| CAPITAL OUTLAY | | | | | | |
| 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 |
| CONTRIBUTIONS | | | | | | |
| 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 |

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| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | % OF YEAR COMPLETED: 41.67 | |
|--|----------------|----------------|---------------------|------------------|----------------------------|--------------|
| | | | | | BUDGET BALANCE | % YTD BUDGET |
| NON-OPERATING EXPENSES | | | | | | |
| 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 | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 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 |
| CONTRACTUAL SERVICES | | | | | | |
| 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 | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 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 |
| CONTRACTUAL SERVICES | | | | | | |
| 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 |

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% 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 |

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% 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 | 0.00 | 500.00 | 0.00 |
| 001-420-223-00 CITY ARCHITECT | | | | | | |
| 0 | 0.00 | 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 | 0.00 |
| 001-420-226-00 CITY ENGINEER INS & BONDS | | | | | | |
| 600 | 1.23 | 7.39 | 0.00 | 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 | | | | | | |
| ===== | | | | | | |
| 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 |

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2025

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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 |
|--|--|-----------------|---------------------|------------------|----------------------------|--------------|
| COMMODITIES | | | | | | |
| 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 |
| TOTAL ZONING | 67,990 | 5,027.98 | 27,850.74 | 0.00 | 40,139.26 | 40.96 |
| ELECTION | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 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 |
| CONTRACTUAL SERVICES | | | | | | |
| 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 |
| TOTAL ELECTION | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| DATA PROCESSING | | | | | | |
| ===== | | | | | | |
| CONTRACTUAL SERVICES | | | | | | |
| 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 |
| CAPITAL OUTLAY | | | | | | |
| 001-439-459-00 DATA PROCESSING CAPITAL O | 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 |
| NON-OPERATING EXPENSES | | | | | | |
| 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 |
| TOTAL DATA PROCESSING | 61,000 | 2,491.41 | 29,105.32 | 0.00 | 31,894.68 | 47.71 |
| CITY HALL | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 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 |
| 12-04-2025 08:43 AM | CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: NOVEMBER 30TH, 2025 | | | | PAGE: 15 | |
| 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 | | | | | | |
| 001-440-213-00 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 |
| COMMODITIES | | | | | | |
| 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 |
| CAPITAL OUTLAY | | | | | | |
| 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 |
| CONTRIBUTIONS | | | | | | |
| 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 |
| TOTAL CITY HALL | 90,200 | 6,152.80 | 30,687.91 | 0.00 | 59,512.09 | 34.02 |
| MUN FINANCE CONTRIB | | | | | | |
| ===== | | | | | | |
| SALARIES & BENEFITS | | | | | | |
| 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 |
| CONTRIBUTIONS | | | | | | |
| 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 |
| TOTAL MUN FINANCE CONTRIB | 89,167 | 0.00 | 0.00 | 0.00 | 89,167.00 | 0.00 |
| BAD DEBT | | | | | | |
| ===== | | | | | | |
| NON-OPERATING EXPENSES | | | | | | |
| 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 |
| TOTAL BAD DEBT | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

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CITY OF BUCKHANNON
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AS OF: NOVEMBER 30TH, 2025

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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 | | | | | | |
| 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 | | | | | | |
| 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 HNLAND 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 HNLAND 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 EXPENDED | 3,000 | 1,972.00 | 8,394.00 | 0.00 | (5,394.00) | 279.80 |
| 12-04-2025 08:43 AM | CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: NOVEMBER 30TH, 2025 | PAGE: 17 | | | | |
| 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 | | | | | | |
| 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 |

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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 |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |
| <u>COMMODITIES</u> | | | | | | |
| 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 |
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 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 |
| <u>CONTRIBUTIONS</u> | | | | | | |
| 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 |
| <u>NON-OPERATING EXPENSES</u> | | | | | | |
| 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 | 1,362,065 | 76,802.04 | 489,814.27 | 1,503.00 | 870,747.73 | 36.07 |
| DOG WARDEN - CONTRACTED | | | | | | |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |

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001-GENERAL FUND

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| DEPARTMENTAL EXPENDITURES | CURRENT BUDGET | CURRENT PERIOD | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|--|----------------|----------------|---------------------|------------------|----------------|--------------|
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |
| <u>FIRE - CONTRACTED</u> | | | | | | |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 | | | | | | |
| <u>SALARIES & BENEFITS</u> | | | | | | |
| 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 |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |
| <u>COMMODITIES</u> | | | | | | |
| 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 |
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 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 |

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| 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 |

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|---|----------------|----------------|---------------------|------------------|----------------|--------------|
| 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 |

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|--|----------------|-----------------|---------------------|------------------|------------------|--------------|
| 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 |

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|--|----------------|-----------------|---------------------|------------------|-------------------|--------------|
| CAPITAL OUTLAY | | | | | | |
| ===== | | | | | | |
| 001-906-450-01 THEATRE BLDG | 10,000 | 0.00 | 905.95 | 0.00 | 9,094.05 | 9.06 |
| 001-906-459-00 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 |

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| 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 |
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 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 |
| <u>CONTRIBUTIONS</u> | | | | | | |
| 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 | 882,053 | 28,425.05 | 189,865.40 | 0.00 | 692,187.60 | 21.53 |
| CONVENTION CENTER | | | | | | |
| <u>SALARIES & BENEFITS</u> | | | | | | |
| 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 FICA 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 |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |
| <u>COMMODITIES</u> | | | | | | |
| 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 |

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|--|----------------|----------------|---------------------|------------------|-----------------|--------------|
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 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 |
| <u>HISTORIC LANDMARKS</u> | | | | | | |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |
| <u>PUBLIC SAFETY</u> | | | | | | |
| <u>CONTRACTUAL SERVICES</u> | | | | | | |
| 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 |
| <u>CAPITAL OUTLAY</u> | | | | | | |
| 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 | 8,028,371 | 469,390.83 | 2,980,143.73 | 33,736.75 | 5,014,490.52 | 37.54 |
| 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

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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 |
| | | | | | 6,028.59 |
| | | | TOTAL: | | |
| 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 |

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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 |
| | WV PUBLIC EMPLOYEES RETIREME | 437-106-00 | TRAVEL EXPENSE VINCENT SMITH | | 148.40 |
| | | 437-106-00 | ZONING RETIREMENT WV RETIREMENT CONTRIBUTION | | 148.85 |
| | INTERNAL REVENUE SERVICE | 437-104-00 | ZONING RETIREMENT WV RETIREMENT CONTRIBUTION | | 148.85 |
| | | 437-104-00 | ZONING F.I.C.A. FICA WITHHELD AND MATCHED | | 102.54 |
| | PAYFLEX - INSPIRA | 437-105-00 | ZONING F.I.C.A. MEDICARE WITHHELD & MATCHE | | 23.98 |
| | **PAYROLL EXPENSES | | GF NOV 2025 HSA FEES | | 3.25 |
| | | | 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 |

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DISBURSEMENTS 11-16-25 TO 11-30-25

PAGE: 3

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. GROUPS 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 | 750-459-05 | 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 | 750-459-05 | 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 | |
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| | | | DISBURSEMENTS 11-16-25 TO 11-30-25 | | |
| | | | | PAGE: 4 | |
| FUND: GENERAL FUND | | | | | |
| DEPARTMENT | VENDOR NAME | GL ACCOUNT | ACCOUNT DESCRIPTION | DESCRIPTION | AMOUNT |
| | ** 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 | |
| | | 906-216-00 | THEATRE MAINTENANCE/ CH PSC THEATRE RUGS | 29.65 | |
| | **PAYROLL EXPENSES | | 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 |
| | | 907-104-00 | GROUP INSURANCE | GF NOV 2025 HSA FEES | 16.25 |
| | PAYFLEX - INSPIRA | 907-105-00 | MAINTENANCE | SYC MATS & MOPS 11-17-25 | 83.39 |
| | CINTAS | 907-216-00 | INSURANCE & BONDS | INS PREM AUTO LIAB NOV 25 | 472.76 |
| | | 907-226-00 | 11/16/2025 - 11/30/2025 | 8,347.42 | |
| | **PAYROLL EXPENSES | | 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 & MATCHES | 30.49 |
| | POWELL INC | 910-341-00 | EVENT CENTER SUPPLIES | 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 |
| | AMERICAN GARAGE DOOR LLC | 976-459-01 | PUBLIC SAFETY TRAINI | METAL FOR TRAINING CNTR | 2,373.93 |
| | | 976-216-00 | SAFETY COMPLEX MAINT | SERV CALL ON GARAGE DOOR | 335.00 |
| | CINTAS | 976-216-00 | SAFETY COMPLEX MAINT | RPRS AERIAL TRK DOOR | 455.00 |
| | | 976-216-00 | SAFETY COMPLEX MAINT | CH THEATRE PSC RUGS | 30.70 |
| | | | 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>
 To: amby.j@buckhannonwv.org
 Cc: jpowell@loudinins.com

Tue, Nov 18, 2025 at 3:38 PM

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.

WFIS 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 WVDOH 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.
- WVDOH 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.
- WVDOH Transportation Alternative Program (TAP) West Main Street / North Locust Street Sidewalk & Lighting Project – Awaiting the WVDOH'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 |
|----------|----------------|-------------------|--------------------|-------------|--------------|------------|--------------------------|---------------------|----------------------|-------------------|-----------------|----------------------------------|--------------------|
|----------|----------------|-------------------|--------------------|-------------|--------------|------------|--------------------------|---------------------|----------------------|-------------------|-----------------|----------------------------------|--------------------|

Group: Commercial Electrical Fee

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

| | | | | | | | | | | | | | |
|--|--|--|--|---------------------|-----------|--------|--|--|--|--|--|--|--|
| | | | | EXISTING CELL TOWER | | | | | | | | | |
| | | | | | 10,000.00 | 100.00 | | | | | | | |

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 TOWER S 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 |

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

| | | | | | | | | | | | | | |
|-----------|----------------------------------|-----------------------------------|-----------------------------------|---|-----------------------|--------------|--|------------------------------------|----------------|-----|---------|--|----|
| 7678 7 | CRITES ELECTRI C | 50 S KANAWH A ST | Crites Electric, Inc. | REPLACI NG EXISTIN G GENERA TOR (IN THE SAME PLACE) | 4,411.9 2 | 20.00 | | No | 11/24/2 025 | Yes | Zone AE | Yes- Elevatio n Cert. Not Require d | No |
| 7678 4 | KEVIN LEE | 23 THURMAN AVE | | RAZING ADDITIO N- REAR OF HOUSE REPLACE WITH 12' X 20' ADDITIO N | 2,000.0 0 | 20.00 | B2 Single Family Resident ial (500 sq ft) | Yes -If yes attach report | 11/24/2 025 | No | Zone AE | Yes -If yes attach report | No |
| 7678 5 | SBA TOWER S III LLC | 311 LEGGETT ADDITIO N RD | SBA NETWORK SERVICES LLC | INSTALL OF ADDITIO NAL EQUIPME NT ON EXISTIN G CELL TOWER | 10,000. 00 | 20.00 | A Commer cial Property | No | 11/21/2 025 | No | N/A | No | No |
| 7678 3 | Pure Energy Auto Repair | 110 1/2 Island Ave | | Signage on existing pole & frame 24 sqft | 175.00 | 20.00 | | | 11/12/2 025 | Yes | N/A | No | |
| | | | | | 16,586 .92 | 80.00 | | | | | | | |

Group Total: 4

| | | | | | | | | | | | | | |
|--|--|--|--|--|-----------------------|--------------------|--|--|--|--|--|--|--|
| | | | | | 95,153 .84 | 943.6 9 | | | | | | | |
|--|--|--|--|--|-----------------------|--------------------|--|--|--|--|--|--|--|

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 _____

City Recorder Randall H. Sanders _____