

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

A regular meeting of the Buckhannon City Council was held on Thursday, February 05, 2026, beginning at 7:00 p.m., in the Council Chambers of City Hall. The following individuals were in attendance (GTM indicates via 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	Absent
City Hall Office Manager	Barbara Hinkle	Present
Media:		
Channel 3	Dennis Cortes	Present
MyBuckhannon.com	Brian Bergstrom	Present
Record Delta	Noah Jeffries	Present

Guests: Wyatt Burns, WVWC; Julie McCort & Kelsey Luterek, Appalachian Impact; Tammy Reger, Upshur County Chamber of Commerce; Catherine Norko, Charles W. Gibson Public Library.

*Council of the City of Buckhannon Public Meeting Agenda
7:00 PM | Thursday, February 05, 2026
Council Chambers | 70 East Main Street*

1. Call to Order
2. Moment of Silent Reflection
3. Pledge of Allegiance
4. Approval of Previous Meeting Minutes: Regular Meeting: 12/18/25, 01/15/2026
5. Recognition of Guests
 - a. West Virginia Wesleyan College Student Senate Wyatt Burns
 - b. Appalachian Impact, Kelsey Luterek, Program Coordinator
 - i. Update on The Adventure Center Children's Museum
 - ii. Request Letter of Support for Grant Application
6. Public Comment – Motion to Open & Close Requested
7. Financial Report – Director of Finance Amberle Jenkins
 - a. G F Revenue Review Committee Recommendations -Outside Entity Funding Requests
 - i. Appropriate \$1,500.00 to the Buckhannon Community Band Hosting the Inaugural WV Community Band Festival on 05/02/2026 at BUHS
 - b. Approval Resolution No. 2026-02 General Fund Budget Revision #3 FY 2025/2026
 - c. Approval to Reinvest Municipal Stabilization Fund (CD's expired)
 - d. Approval Payment of Bills
 - e. City Election Certification of Candidacies
8. Public Works Report – Director of Public Works, Ethan Crosten
 - a. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits
9. Fire Department Report – Chief J.B Kimble
 - a. Approval Services Offered
 - b. Approval Fire Response Standards of Cover
10. City Attorney's Report – Thomas J. O'Neil
 - a. Draft/Possible Approval Ordinance No. 477 Amending Ordinance No. 475 Municipal Purchasing 1st Reading
11. New Business Discussions
 - a. Appointment Buckhannon Upshur Airport Authority -Jarod Ramsey
 - b. Appointment Planning Commission Vacancy

c. Approval to Observe Christmas Eve 2026 as an Holiday

12. Council Members' Remarks and Announcements

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

- a. Report of Events, Correspondence, and Information
 - i. CAC Gallery Showcases Al Tucker's WV Photography through February 28
 - ii. WVWC Present Maltby & Shire's "Closer Than Ever" February 12-14
- b. Upcoming Events at The Event Center at Brushy Fork
 - i. February 7, 2026- BUHS Band Booster Bingo Fundraiser
 - ii. February 13, 2026- Vitalant Blood Drive provided by WVU Medicine St. Joseph's Hospital and the Rotary Club of Buckhannon-Upshur
 - iii. February 14, 2026 – Hands and Hearts for Christ Fundraiser
 - iv. March 21, 2026 – Central WV Friends of the NRA

14. Mayor's Remarks and Announcements

15. Declaration of Adjournment

This agenda was certified by Mayor Robbie Skinner on February 02, 2026. *Those who participated in this meeting virtually used this link: <https://global.gotomeeting.com/join/443910693>, or by phone, call: (571) 317-3112, access code: 443-910-693.

1. Call to Order: At 7:00 p.m., Mayor Robbie Skinner called the February 05, 2026, regular meeting of the Buckhannon City Council to order.

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

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

4. Approval of Previous Meeting Minutes: Regular Meeting: 12/18/25, 01/15/26 – Mayor Skinner noted that the Meeting Minutes for December 18, 2025, and January 15, 2026, were available for consideration and asked for corrections or approval as presented.

Randall/Zuliani moved to approve the minutes of the 12/18/25 and 01/15/26 meetings as presented. The motion carried.

5. Recognition of Guests – Mayor Skinner acknowledged the following:

a. West Virginia Wesleyan College Student Senate Wyatt Burns – Mr. Burns provided the following report to the Council:

We are all excited to be back on campus and in Buckhannon. We actually started on January 12th and have been very busy despite the snow, ice, and cold weather.

We welcomed our largest mid-year undergraduate class in 32 years this spring, including:

- *Student-athletes across 10 varsity sports*
- *Our FIRST-EVER pickleball recruit as we launch varsity pickleball in the fall of '26*

Student-athletes would appreciate your support at upcoming events. As a reminder, all athletic competitions are free to the public. The men's and women's basketball teams play West Liberty this Saturday

West Virginia Wesleyan College has received over \$1.2 million in Momentum Initiative Grants (MIG) from the West Virginia First Foundation (WVFF).

- *The first grant, \$947,916 awarded under the WVFF's Foster Care & Non-Parental Caregivers target area, will support a statewide initiative in partnership with West Virginia Court Appointed Special Advocates for Children (WV CASA) build capacity and expand the work of CASA staff and volunteers through training programs designed to empower innovation and strengthen existing work with foster parents and non-parental caregivers.*
- *Additionally, the College received a \$246,125 award under the Behavioral Health & Workforce Development target area to support the addiction counseling workforce by expanding access to WVWC's Addiction Counseling Graduate Certificate program.*

The Center for Community Engagement will host a Community Lab on February 6th. It will feature training and practical strategies presented by Mike Bell & Associates and is open to CCE community partners, WVWC students (including Wesleyan Service Scholars), and businesses across the

Buckhannon–Upshur region interested in strengthening their fundraising efforts. The session is designed to support nonprofit and community-based organizations, mission-driven initiatives, and local businesses in building sustainable support for their programs and operations.

Our seniors, the class of 2026, are celebrating 100 days until graduation, at Destination Graduation at the Opera House, as we speak

Orange and Black Day will be February 21st. We are expecting over 100 accepted students and their families that day.

Wesleyan will be hosting the Governor’s School of the Arts again this summer. In addition, we will host a new STEM program for WV women from 8th grade to high school seniors. More information to follow.

b. Appalachian Impact, Kelsey Luterek, Program Coordinator

i. Update on The Adventure Center Children’s Museum - Julie McCourt and Kelsey Luterek of Appalachian Impact appeared before Council to provide background on their organization and request a letter of support for a grant application. Appalachian Impact began as a mentorship-based program approximately ten years ago and has since expanded to address youth engagement and educational gaps in the Buckhannon community. The organization currently operates an after-school program in partnership with West Virginia Wesleyan College, serving 15 elementary students in its fourth semester. Additional initiatives include youth vendor shows, summer engagement calendars with local businesses, a community recognition series, and various free or low-cost events. Appalachian Impact recently acquired a building on Main Street and is developing the Adventure Center, a children’s museum and interactive learning space.

ii. Request Letter of Support for Grant Application - As part of this effort, they are applying for a grant to improve the adjacent outdoor lot beside their building and the Dairy Queen. Proposed improvements include replacing the existing blue-and-white fencing with black iron fencing and adding landscaping, seating, and interactive displays. Council was asked to provide a letter of support for the project to accompany the grant application.

Sanders/Randall moved to approve the requested Letter of Support for an Appalachian Impact Grant Application for a T-Mobile Hometown Grant. The motion carried.



Request for Letter of Support

Buckhannon City Council Members:

Appalachian Impact is a nonprofit organization serving Upshur County youth by providing hope and opportunity. Since our founding approximately a decade ago, we’ve taken on the responsibility of filling gaps in the lives of youth in our community. What started as a mentor-based school program has grown into a thriving organization with programs dedicated to bettering our future. These programs include, but are not limited to, an afterschool program in partnership with WVWC, a summer engagement series, literacy events, educator support, and most recently, our children’s museum at 64 E Main St.

Our hunt for a building to hold our idea of an interactive children’s museum started last Spring, and when we finally landed the opportunity to be on beautiful Main Street, we jumped at the chance. With that being said, it has taken a lot of patience, time and effort to build this from the ground up. We have recently started a grant application process that would allow us the opportunity to improve the space in between our building and Dairy Queen. Our idea for this space is to create an outdoor gathering area for families to sit on Main Street, enjoy lunch and hopefully explore the rest of Main Street while they’re in town. This improvement includes redoing the fencing to match the black fence Stockert has upgraded to, upgrading the landscaping, adding tables and seating, and adding climbing features for children to explore while there.

The addition of this space to our children’s museum would not only allow for us to host outdoor events right on Main Street, it would also allow us to give back to the very community that has poured so much support into us. A letter of support from city council and receiving the council’s blessing would allow us to make our dream a reality.

Thank you for your consideration,

Kelsey Luterek, Program Coordinator

6. Public Comment—Motion to Open & Close Requested – Mayor Skinner noted that, with no requests from the public, no action was necessary.

7. Financial Report – Director of Finance, Amberle Jenkins: Mrs. Jenkins presented the current financial report as follows:

Council 2-5-26

Balances January 2026

General Fund mm checking \$1,231,552 CD \$89,167 (need to move to municipal stabilization)

Historic Landmark savings \$3,045

Coal Tax \$48,887

Municipal Stabilization Fund \$1,006,818 (closed 3 CD's that matured for a total of \$746,645. to ask Council for permission to move to a higher interest bearing account that does not have terms. \$260,173 CD that won't mature until Jan 2027. We

Flood Control Acct \$78,372

Consolidated Public Works Board \$177,837 Cem CD \$241,798

Sales Tax \$1,884,673

American Rescue Plan Acct \$0.00 – account has been closed

Opioid Account \$106,169

Stockert Youth Center capital/donations \$307,961

General Fund – revenues \$1,052,822 (moved \$800,000 from sales tax to GFO and Expenditures were \$747,795

Invoices to note—see attached

At the Colonial Arts Center next week February 12 through the 14th WV Wesleyan College Theatre and Dance Department will put on a musical play production of “Closer than Ever” in the Balcony Theatre space. Tickets are \$10 general admission and Seniors are \$5.00. Shows are 7:30 pm 12, 13, 14th and one show @ 2pm on 14th.

Mrs. Jenkins presented the following to the Council:

2-04-2026 09:11 AM		CITY OF BUCKHANNON				PAGE: 6	
		REVENUE & EXPENSE REPORT (UNAUDITED)					
		AS OF: JANUARY 31ST, 2026					
001-GENERAL FUND						% OF YEAR COMPLETED: 58.33	
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	25,487.16	624,163.81	0.00	283,334.19	68.78	
001-301-000-02 PRIOR YEAR TAXES	25,000	662.68	57,627.85	0.00	32,627.85	230.51	
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	24,489.90	135,246.55	0.00	94,753.45	58.80	
001-305-000-00 B & O TAX	1,400,000	89,236.64	830,649.57	0.00	569,350.43	59.33	
001-305-000-01 B&O CONTRACTORS	90,000	8,065.46	141,914.46	0.00	51,914.46	157.68	
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	8.10	780.30	0.00	319.70	70.94	
001-308-000-00 HOTEL MOTEL TAX	120,000	10,572.50	89,718.35	0.00	30,281.65	74.77	
001-310-000-00 Auditor Taxes Accrued	0	0.00	0.00	0.00	0.00	0.00	
TOTAL TAXES	2,863,598	158,522.44	1,937,903.93	0.00	925,694.07	67.67	
FINES AND FEES							
001-320-000-00 COURT COSTS, FEES & CHARG	14,700	3,297.00	55,874.00	0.00	41,174.00	380.10	
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	1,645.00	22,915.00	0.00	20,915.00	1,145.75	
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	0.00	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	4,942.00	78,869.00	0.00	62,169.00	472.27	
LIC PERMITS & FRANCHISE							
001-325-000-00 CITY BUSINESS LICENSE	10,000	325.00	9,867.50	0.00	132.50	98.68	
001-326-000-00 BUILDING PERMIT FEES	40,000	2,389.27	33,266.49	0.00	6,733.51	83.17	
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	0.00	18,143.04	0.00	26,856.96	40.32	
001-330-000-00 IRP TRUCK FEE	20,000	0.00	7,050.66	0.00	12,949.34	35.25	
TOTAL LIC PERMITS & FRANCHISE	117,000	2,714.27	68,327.69	0.00	48,672.31	58.40	
OTHER FEES							
001-340-000-00 DONATIONS THEATRE	10,000	10,560.00	12,120.00	0.00	2,120.00	121.20	
001-340-345-00 CAC REV, CONCESSIONS, MERCH	1,000	88.00	371.00	0.00	629.00	37.10	
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	562.00	1,347.00	0.00	653.00	67.35	
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	0.00	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	11,210.00	15,268.00	0.00	29,232.00	34.31	
HEALTH AND SAFETY							
001-351-000-00 POLICE PROTECTION FEES	215,000	22,073.02	155,403.09	0.00	59,596.91	72.28	
001-352-000-00 FIRE PROTECTION FEES	315,000	30,899.30	217,305.24	0.00	97,694.76	68.99	
TOTAL HEALTH AND SAFETY	530,000	52,972.32	372,708.33	0.00	157,291.67	70.32	

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

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	187.50	5,774.10	0.00	(5,274.10)	1,154.82
001-358-000-05 EVENT CENTER RENTAL	9,000	450.00	950.00	0.00	8,050.00	10.56
001-358-000-99 EVENT CENTER ALCOHOL	2,000	0.00	2,484.12	0.00	(484.12)	124.21
TOTAL OUTSIDE DISTRICTS	11,500	637.50	9,208.22	0.00	2,291.78	80.07
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	1,004.50	0.00	995.50	50.23
001-362-000-02 SYC CAMP BUCANNEER FEES	30,000	0.00	63,226.50	0.00	(33,226.50)	210.76
001-362-000-03 SYC DRILL TEAM FEES	1,000	0.00	175.00	0.00	825.00	17.50
001-362-000-04 SYC BASKETBALL FEES	18,000	5,166.00	19,561.00	0.00	(1,561.00)	108.67
001-362-000-05 SYC ROOM RENTAL FEES	5,000	515.00	5,735.00	0.00	(735.00)	114.70
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	12,370.25	61,279.86	0.00	(21,279.86)	153.20
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	615.00	3,574.00	0.00	(574.00)	119.13
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	205.00	1,116.00	0.00	384.00	74.40
001-362-000-18 YOGA FITNESS CLASS REVENUE	5,000	1,232.00	4,335.00	0.00	665.00	86.70
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	20,246.75	160,456.86	0.00	(7,956.86)	105.22
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	0.00	17,027.11	0.00	(12,027.11)	340.54
001-366-000-01 SYCC GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-366-000-02 RIVER WALK TRAIL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-04 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-05 HISTORIC LAND MARK GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-06 STREET DEPT. GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-366-000-07 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-366-000-08 NEA GRANT(WAMSB)	0	0.00	0.00	0.00	0.00	0.00
001-366-000-09 VOLUNTEER COORDINATOR GRA	0	0.00	0.00	0.00	0.00	0.00
001-366-000-10 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00
001-366-000-11 Reclassify grant/donation	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-366-000-12 GATEWAY WEST GRANT REV	60,000	0.00	0.00	0.00	60,000.00	0.00
001-366-000-13 LAND WATR CONS GRT (LWCF) F	0	0.00	0.00	0.00	0.00	0.00
001-366-000-14 CULTURE ARTS GRNT (THEATR	0	0.00	0.00	0.00	0.00	0.00
001-366-000-15 REAP-CLEAN UP GRANT	0	0.00	0.00	0.00	0.00	0.00
001-366-000-16 CULTURE ARTS GRNT(ADA THE	0	0.00	0.00	0.00	0.00	0.00
001-366-000-99 FIRE GRANT	0	0.00	38,000.00	0.00	(38,000.00)	0.00
001-368-000-01 CONTRIBUTION VOL. FIRE DE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-02 2010 BOND ISSUE	0	0.00	0.00	0.00	0.00	0.00
001-368-000-03 CONTRIBUTIONS BOE-PRO OFF	0	0.00	0.00	0.00	0.00	0.00
001-368-000-04 SANITARY REPAY LOAN	0	0.00	0.00	0.00	0.00	0.00
001-368-000-05 CONTRIBUTION TO CAC PROGR	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	65,000	0.00	56,742.35	0.00	8,257.65	87.30
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	800,000.00	1,300,000.00	0.00	1,019,184.00	56.05
001-370-000-00 LATE CHARGES - GEN FUND	200	175.31	1,106.65	0.00	(906.65)	553.33
TOTAL INTRAFUND CONTR/CHARGES	2,319,384	800,175.31	1,301,106.65	0.00	1,018,277.35	56.10
OTHER REVENUE						
001-376-000-00 GAMING TAX INCOME	10,000	887.83	6,078.66	0.00	3,921.34	60.79
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	106.69	0.00	293.31	26.67
001-381-000-00 STREET DEPT. BILLING/PCAR	4,000	100.00	7,183.30	0.00	(3,183.30)	179.58
001-382-000-00 REBATES-REFUNDS PCARD	3,500	0.00	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	9,514.39	0.00	10,485.61	47.57
001-399-000-00 MISCELLANEOUS REVENUE	20,000	414.47	37,367.90	0.00	(17,367.90)	186.84
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	1,402.30	69,725.75	0.00	(11,825.75)	120.42
TOTAL REVENUE	6,178,082	1,052,822.89	4,070,316.78	0.00	2,107,765.22	65.88

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

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	27,500.00	55,000.00	0.00	0.00	100.00
001-402-567-01 CONTRIBUTE UCDA RESTRICTE	25,000	0.00	25,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	80,000	27,500.00	80,000.00	0.00	0.00	100.00
TOTAL ECONOMIC DEVELOPMENT	80,000	27,500.00	80,000.00	0.00	0.00	100.00
MAYOR'S OFFICE						
SALARIES & BENEFITS						
001-409-101-00 MAYOR'S ELECTED SALARY	3,000	250.00	1,750.00	0.00	1,250.00	58.33
001-409-103-00 MAYOR'S ASSISTANT SALARY	57,000	3,266.42	19,234.32	0.00	37,765.68	33.74
001-409-104-00 MAYOR'S F.I.C.A.	4,365	267.25	1,592.94	0.00	2,772.06	36.49
001-409-105-00 MAYOR'S INSURANCE	28,100	2,183.96	19,868.88	0.00	8,231.12	70.71
001-409-106-00 MAYOR'S RETIREMENT	4,580	258.26	1,481.04	0.00	3,098.96	32.34
001-409-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	97,045	6,225.89	43,927.18	0.00	53,117.82	45.26
CONTRACTUAL SERVICES						
001-409-211-00 MAYOR'S TELEPHONE	2,100	331.12	1,272.04	0.00	827.96	60.57
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	1,436.80	9,725.86	0.00	5,274.14	64.84
001-409-220-00 MAYOR'S LEGAL PUBLICATION	2,700	19.52	581.59	0.00	2,118.41	21.54
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	312.50	0.00	8,687.50	3.47
001-409-223-01 PROFESSIONAL (surveys)	0	0.00	1,160.00	0.00	1,160.00	0.00
001-409-226-00 MAYOR'S INSURANCE & BONDS	1,000	3.14	25.12	0.00	974.88	2.51
TOTAL CONTRACTUAL SERVICES	32,800	1,790.58	13,446.95	0.00	19,353.05	41.00
COMMODITIES						
001-409-341-00 MAYOR'S SUPPLIES & MATERI	65,000	4,240.57	41,926.70	0.00	23,073.30	64.50
001-409-341-05 EVENT/FIREWORK EXPENSE	55,000	10,000.00	17,500.00	0.00	37,500.00	31.82
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	14,240.57	59,426.70	0.00	60,573.30	49.52
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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% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	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	22,257.04	116,800.83	0.00	147,044.17	44.27
COUNCIL						
SALARIES & BENEFITS						
001-410-101-00 COUNCIL'S ELECTED SALARIE	12,000	800.00	6,400.00	0.00	5,600.00	53.33
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	489.60	0.00	510.40	48.96
001-410-106-00 COUNCIL'S RETIREMENT	225	18.00	126.00	0.00	99.00	56.00
TOTAL SALARIES & BENEFITS	13,225	879.20	7,015.60	0.00	6,209.40	53.05
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	10,833.36	0.00	5,416.64	66.67
001-410-226-00 COUNCIL INSURANCE (PROPER	12,360	0.00	7,335.90	0.00	5,024.10	59.35
TOTAL CONTRACTUAL SERVICES	28,610	1,354.17	18,169.26	0.00	10,440.74	63.51
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	0.00	10,000.00	0.00	5,000.00	200.00
TOTAL CONTRIBUTIONS	11,000	0.00	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	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	2,233.37	41,934.86	0.00	12,900.14	76.47
RECORDER =====						
SALARIES & BENEFITS						
001-411-101-00 RECORDER'S ELECTED SALARY	6,000	500.00	3,500.00	0.00	2,500.00	58.33
001-411-104-00 RECORDER'S F.I.C.A.	460	38.25	267.75	0.00	192.25	58.21
001-411-106-00 RECORDER'S RETIREMENT	540	10.70	74.90	0.00	465.10	13.87
TOTAL SALARIES & BENEFITS	7,000	548.95	3,842.65	0.00	3,157.35	54.90
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	4,052.65	0.00	3,897.35	50.98
TREASURER =====						
SALARIES & BENEFITS						
001-413-101-00 TREASURER'S SALARY	11,200	1,281.96	6,837.01	0.00	4,362.99	61.04
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	98.07	523.04	0.00	336.96	60.82
001-413-105-00 TREASURER'S GROUP INSURAN	1,500	13.98	169.86	0.00	1,330.14	11.32
001-413-106-00 TREASURER'S RETIREMENT	1,010	115.38	615.36	0.00	394.64	60.93
001-413-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	14,570	1,509.39	8,145.27	0.00	6,424.73	55.90
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	0.00	6,091.25	0.00	2,908.75	67.68
001-413-226-00 TREASURER'S INSURANCE & B	300	0.94	7.52	0.00	292.48	2.51
TOTAL CONTRACTUAL SERVICES	9,300	0.94	6,098.77	0.00	3,201.23	65.58
TOTAL TREASURER	23,870	1,510.33	14,244.04	0.00	9,625.96	59.67

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% OF YEAR COMPLETED: 58.33

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	4,958.31	0.00	3,541.69	58.33
001-416-104-00 POLICE JUDGE FICA	651	54.19	379.33	0.00	271.67	58.27
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	5,337.64	0.00	3,813.36	58.33
CONTRACTUAL SERVICES						
001-416-221-00 POLICE JUDGE TRAINING	300	0.00	120.00	0.00	180.00	40.00
001-416-226-00 POLICE JUDGE INS BONDS	300	0.43	58.68	0.00	241.32	19.56
TOTAL CONTRACTUAL SERVICES	600	0.43	178.68	0.00	421.32	29.78
TOTAL COURT	9,751	762.95	5,516.32	0.00	4,234.68	56.57
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	2,740.41	14,615.45	0.00	9,184.55	61.41
001-420-104-00 CITY ENGINEER FICA TAX	1,821	211.38	1,127.36	0.00	693.64	61.91
001-420-106-00 CITY ENGINEER RETIREMENT	2,142	246.63	1,315.36	0.00	826.64	61.41
TOTAL SALARIES & BENEFITS	27,763	3,198.42	17,058.17	0.00	10,704.83	61.44

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-420-221-00 ENGINEER TRAINING	500	0.00	0.00	0.00	500.00	0.00
001-420-223-00 CITY ARCHITECT	0	0.00	0.00	0.00	0.00	0.00
001-420-223-01 ENGINEERING SERVICES (POT)	0	0.00	0.00	0.00	0.00	0.00
001-420-226-00 CITY ENGINEER INS & BONDS	600	1.23	9.85	0.00	590.15	1.64
TOTAL CONTRACTUAL SERVICES	1,100	1.23	9.85	0.00	1,090.15	0.90
TOTAL CITY ENGINEER	28,863	3,199.65	17,068.02	0.00	11,794.98	59.13
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	4,961.55	26,461.60	0.00	16,538.40	61.54
001-437-104-00 ZONING F.I.C.A.	6,285	379.56	2,024.32	0.00	4,260.68	32.21
001-437-105-00 ZONING HEALTH INS	7,000	526.98	4,935.22	0.00	2,064.78	70.50
001-437-106-00 ZONING RETIREMENT	5,655	446.55	2,381.60	0.00	3,273.40	42.11
001-437-109-00 COMPENSATED ABSENCE ZONIN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	61,940	6,314.64	35,802.74	0.00	26,137.26	57.80
CONTRACTUAL SERVICES						
001-437-214-00 TRAVEL EXPENSE	1,800	305.90	865.20	0.00	934.80	48.07
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	640.09	0.00	1,109.91	36.58
TOTAL CONTRACTUAL SERVICES	4,550	385.91	1,705.29	0.00	2,844.71	37.48

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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	6,700.55	39,078.09	0.00	28,911.91	57.48
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	5,536.03	37,211.67	0.00	13,788.33	72.96
TOTAL CONTRACTUAL SERVICES	51,000	5,536.03	37,211.67	0.00	13,788.33	72.96
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	5,536.03	37,211.67	0.00	23,788.33	61.00
CITY HALL =====						
SALARIES & BENEFITS						
001-440-103-00 CITY HALL JANITOR SALARY	42,700	4,441.50	24,894.00	0.00	17,806.00	58.30
001-440-104-00 CITY HALL FICA	3,300	337.52	1,888.64	0.00	1,411.36	57.23
001-440-105-00 CITY HALL JANITOR INSURAN	1,350	13.98	169.86	0.00	1,180.14	12.58
001-440-106-00 GROUP RETIREMENT	3,850	399.74	2,240.47	0.00	1,609.53	58.19
001-440-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	51,200	5,192.74	29,192.97	0.00	22,007.03	57.02

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CONTRACTUAL SERVICES						
001-440-213-00 CITY HALL UTILITIES	21,000	1,717.22	10,855.04	0.00	10,144.96	51.69
001-440-216-00 CITY HALL MAINTENANCE & R	5,000	1,908.68	4,056.38	0.00	943.62	81.13
001-440-226-00 CITY HALL INSURANCE & BON	1,500	65.18	521.44	0.00	978.56	34.76
TOTAL CONTRACTUAL SERVICES	27,500	3,691.08	15,432.86	0.00	12,067.14	56.12
COMMODITIES						
001-440-341-00 CITY HALL SUPPLIES	1,500	20.50	292.09	0.00	1,207.91	19.47
TOTAL COMMODITIES	1,500	20.50	292.09	0.00	1,207.91	19.47
CAPITAL OUTLAY						
001-440-459-00 CITY HALL CAPITAL	10,000	0.00	440.75	0.00	9,559.25	4.41
TOTAL CAPITAL OUTLAY	10,000	0.00	440.75	0.00	9,559.25	4.41
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	8,904.32	45,358.67	0.00	44,841.33	50.29
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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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-565-230-00 ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL ELECTRICIAN - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
CONTINGENCY						
=====						
CONTRIBUTIONS						
001-699-568-00 CONTINGENCY COUNCIL DETER	250,514	0.00	0.00	0.00	250,514.00	0.00
TOTAL CONTRIBUTIONS	250,514	0.00	0.00	0.00	250,514.00	0.00
TOTAL CONTINGENCY	250,514	0.00	0.00	0.00	250,514.00	0.00
POLICE						
=====						
SALARIES & BENEFITS						
001-700-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-700-103-00 POLICE DEPT. SALARIES	968,000	112,101.48	591,372.13	0.00	376,627.87	61.09
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	8,559.61	45,059.31	0.00	29,000.69	60.84
001-700-105-00 POLICE DEPT. GROUP INSURA	148,000	9,334.78	87,287.17	0.00	60,712.83	58.98
001-700-106-00 POLICE DEPT. RETIREMENT	87,120	9,841.29	51,915.90	0.00	35,204.10	59.59
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	139,837.16	775,634.51	0.00	501,545.49	60.73
CONTRACTUAL SERVICES						
001-700-211-00 POLICE DEPT. TELEPHONES	16,000	1,685.98	8,405.27	0.00	7,594.73	52.53
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	0.00	1,262.21	0.00	1,737.79	42.07
001-700-221-00 POLICE DEPT. TRAINING	22,000	495.00	10,297.52	0.00	11,702.48	46.81
001-700-221-01 POLICE HMLAND GRANT TRAIN	0	0.00	0.00	0.00	0.00	0.00
001-700-225-00 POLICE DEPT. UNIFORM MAIN	0	0.00	0.00	0.00	0.00	0.00
001-700-226-00 POLICE DEPT. INSURANCE &	59,740	985.95	38,622.20	0.00	21,117.80	64.65
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	3,166.93	58,587.20	0.00	46,152.80	55.94
COMMODITIES						
001-700-341-00 POLICE DEPT. MAT & SUPPLI	34,700	1,394.25	15,229.73	0.00	19,470.27	43.89
001-700-341-01 POLICE HMLAND GRANT RADIO	0	0.00	0.00	0.00	0.00	0.00
001-700-341-02 POLICE GRANT-(AUDIO SURVE	0	0.00	0.00	0.00	0.00	0.00
001-700-341-03 POLICE GRANTS	0	0.00	0.00	0.00	0.00	0.00
001-700-341-04 CVR-LET-RJ FEES EXPENSED	3,000	844.00	10,412.00	0.00	7,412.00	347.07

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

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	2,558.57	0.00	941.43	73.10
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	3,379.43	23,941.43	0.00	16,058.57	59.85
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	785.30	3,484.86	222.32	6,292.82	37.07
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	6,402.98	55,626.59	222.32	35,351.09	61.24
CAPITAL OUTLAY						
001-700-459-00 POLICE DEPT. NEW EQUIP.	259,435	22,936.05	197,844.86	0.00	61,590.14	76.26
TOTAL CAPITAL OUTLAY	259,435	22,936.05	197,844.86	0.00	61,590.14	76.26
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	172,343.12	1,087,693.16	222.32	644,639.52	62.79
REGIONAL JAIL						
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CONTRACTUAL SERVICES						
001-705-234-00 REGIONAL FEES	1,500	920.00	13,080.00	0.00	(11,580.00)	872.00
TOTAL CONTRACTUAL SERVICES	1,500	920.00	13,080.00	0.00	(11,580.00)	872.00
TOTAL REGIONAL JAIL	1,500	920.00	13,080.00	0.00	(11,580.00)	872.00
FIRE						
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SALARIES & BENEFITS						
001-706-103-00 FIRE DEPT. SALARIES	725,000	88,952.74	393,238.18	0.00	331,761.82	54.24
001-706-104-00 FIRE DEPT. FICA TAX	55,465	6,812.31	30,239.03	0.00	25,225.97	54.52
001-706-105-00 FIRE DEPT. GROUP INSURANC	96,000	7,114.82	65,775.90	0.00	30,224.10	68.52
001-706-106-00 FIRE DEPT. GROUP RETIREME	65,250	7,723.52	34,197.47	0.00	31,052.53	52.41
001-706-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	941,715	110,603.39	523,450.58	0.00	418,264.42	55.58

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-706-211-00 FIRE DEPT. TELEPHONES	4,000	350.07	2,144.31	0.00	1,855.69	53.61
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	0.00	1,886.36	0.00	15,613.64	10.78
001-706-221-00 FIRE DEPT. TRAINING	22,500	985.74	6,918.84	0.00	15,581.16	30.75
001-706-226-00 FIRE DEPT. INSURANCE & BO	56,650	9,616.19	42,982.50	0.00	13,667.50	75.87
TOTAL CONTRACTUAL SERVICES	105,150	10,952.00	54,474.93	0.00	50,675.07	51.81
COMMODITIES						
001-706-341-00 FIRE DEPT. MATERIAL & SUP	33,500	330.11	20,903.61	0.00	12,596.39	62.40
001-706-341-01 VOLUNTEER FIREFIGHTER EXP	15,000	0.00	10,079.91	0.00	4,920.09	67.20
001-706-343-00 FIRE DEPT. AUTO SUPPLIES	52,500	5,239.25	24,793.31	0.00	27,706.69	47.23
001-706-345-00 FIRE DEPT. UNIFORMS	7,000	123.95	1,435.79	0.00	5,564.21	20.51
001-706-348-00 FIRE DEPT HAZARDOUS MAT R	500	0.00	113.10	0.00	386.90	22.62
TOTAL COMMODITIES	108,500	5,693.31	57,325.72	0.00	51,174.28	52.83
CAPITAL OUTLAY						
001-706-459-00 FIRE DEPT. CAPITAL OUTLAY	206,700	9,845.28	77,594.16	0.00	129,105.84	37.54
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	79,192.16	0.00	127,507.84	38.31
CONTRIBUTIONS						
001-706-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
NON-OPERATING EXPENSES						
001-706-670-00 FIRE TRK NOTE PAYABLE INT	0	0.00	0.00	0.00	0.00	0.00
001-706-672-00 BOND PAYABLE INT EXP	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE	1,362,065	137,093.98	714,443.39	0.00	647,621.61	52.45
DOG WARDEN - CONTRACTED						
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CONTRACTUAL SERVICES						
001-707-230-00 DOG WARDEN CONTRACTED SER	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL CONTRACTUAL SERVICES	1,100	0.00	0.00	0.00	1,100.00	0.00
TOTAL DOG WARDEN - CONTRACTED	1,100	0.00	0.00	0.00	1,100.00	0.00

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CONTRACTUAL SERVICES						
001-714-230-00 FLOOD CONTROL-RIVER CLEAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FLOOD CONTROL	0	0.00	0.00	0.00	0.00	0.00
FIRE - CONTRACTED						
CONTRACTUAL SERVICES						
001-715-230-00 FIRE DEP CONTRACTED/HYDRA	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL FIRE - CONTRACTED	0	0.00	0.00	0.00	0.00	0.00
STREET						
SALARIES & BENEFITS						
001-750-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
001-750-103-00 STREET DEPT. SALARIES	584,000	60,741.54	326,005.66	0.00	257,994.34	55.82
001-750-104-00 STREET DEPT. FICA TAX	44,700	4,649.01	24,946.76	0.00	19,753.24	55.81
001-750-105-00 STREET DEPT. GROUP INSURA	90,000	8,305.84	75,548.76	0.00	14,451.24	83.94
001-750-106-00 STREET DEPT. GROUP RETIRE	52,600	5,466.74	29,340.58	0.00	23,259.42	55.78
001-750-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	771,300	79,163.13	455,841.76	0.00	315,458.24	59.10
CONTRACTUAL SERVICES						
001-750-211-00 STREET DEPT. TELEPHONES	6,600	717.32	2,991.42	0.00	3,608.58	45.32
001-750-213-00 STREET DEPT. UTILITIES	40,000	3,977.81	19,119.51	0.00	20,880.49	47.80
001-750-215-00 CONTRIBUTION TO CPWB	125,000	50,000.00	100,000.00	0.00	25,000.00	80.00
001-750-226-00 STREET DEPT. INSURANCE &	54,590	1,057.05	25,697.24	0.00	28,892.76	47.07
TOTAL CONTRACTUAL SERVICES	226,190	55,752.18	147,808.17	0.00	78,381.83	65.35
COMMODITIES						
001-750-341-00 STREET DEPT. MAT & SUPPLI	93,500	5,739.43	38,997.75	0.00	54,502.25	41.71
001-750-341-02 CITY PROPERTY MOWINGS	56,500	0.00	44,310.00	0.00	12,190.00	78.42
001-750-343-00 STREET DEPT. AUTO SUPPLIE	80,000	3,600.17	46,655.10	0.00	33,344.90	58.32
001-750-345-00 STREET DEPT. UNIFORMS	15,000	1,462.19	12,162.46	0.00	2,837.54	81.08
001-750-379-00 DISPOSAL/SALE ASSETS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	245,000	10,801.79	142,125.31	0.00	102,874.69	58.01
CAPITAL OUTLAY						
001-750-458-00 WALK TRAIL	0	0.00	0.00	0.00	0.00	0.00
001-750-458-01 SAFE WAYS TO SCHOOL GRANT	0	0.00	0.00	0.00	0.00	0.00
001-750-458-02 STORM SEWER PROJECTS	0	0.00	0.00	0.00	0.00	0.00
001-750-458-03 DOG PARK	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND

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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	26,922.92	152,938.47	0.00	112,061.53	57.71
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	102,568.64	0.00	20,583.36	83.29
001-750-459-22 PROPERTY PAYMENT MUDLICK	117,300	9,774.80	68,423.60	0.00	48,876.40	58.33
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	45,458.32	540,973.59	0.00	439,478.41	55.18
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	191,175.42	1,286,748.83	0.00	936,193.17	57.88
STREET LIGHTS						
CONTRACTUAL SERVICES						
001-751-213-00 STREET LIGHTS	88,000	7,282.58	51,055.75	0.00	36,944.25	58.02
TOTAL CONTRACTUAL SERVICES	88,000	7,282.58	51,055.75	0.00	36,944.25	58.02
TOTAL STREET LIGHTS	88,000	7,282.58	51,055.75	0.00	36,944.25	58.02
TRAFFIC SIGNALS & SIGNS						
CONTRACTUAL SERVICES						
001-752-213-00 TRAFFIC SIGNALS POWER	5,000	372.10	2,356.85	0.00	2,643.15	47.14
001-752-230-00 SIGNS & SIGNALS	5,000	0.00	1,126.03	0.00	3,873.97	22.52
TOTAL CONTRACTUAL SERVICES	10,000	372.10	3,482.88	0.00	6,517.12	34.83
TOTAL TRAFFIC SIGNALS & SIGNS	10,000	372.10	3,482.88	0.00	6,517.12	34.83

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SNOW REMOVAL						
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COMMODITIES						
001-753-341-00 SNOW REMOVAL	20,000	3,404.33	9,566.80	0.00	10,433.20	47.83
TOTAL COMMODITIES	20,000	3,404.33	9,566.80	0.00	10,433.20	47.83
TOTAL SNOW REMOVAL	20,000	3,404.33	9,566.80	0.00	10,433.20	47.83
AIRPORT						
=====						
CONTRIBUTIONS						
001-758-567-00 AIRPORT	40,000	20,000.00	40,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	40,000	20,000.00	40,000.00	0.00	0.00	100.00
TOTAL AIRPORT	40,000	20,000.00	40,000.00	0.00	0.00	100.00
PUBLIC TRANSIT						
=====						
CONTRIBUTIONS						
001-759-568-00 PUBLIC TRANSIT	15,000	7,500.00	15,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	15,000	7,500.00	15,000.00	0.00	0.00	100.00
TOTAL PUBLIC TRANSIT	15,000	7,500.00	15,000.00	0.00	0.00	100.00
HEALTH DEPT						
=====						
CONTRIBUTIONS						
001-803-568-00 BUCKHANNON-UPSHUR HEALTH	5,000	2,500.00	5,000.00	0.00	0.00	100.00
TOTAL CONTRIBUTIONS	5,000	2,500.00	5,000.00	0.00	0.00	100.00
TOTAL HEALTH DEPT	5,000	2,500.00	5,000.00	0.00	0.00	100.00
STORM WATER						
=====						
COMMODITIES						
001-805-348-00 STORM WATER TO SANITARY	100,000	50,000.00	100,000.00	0.00	0.00	100.00
TOTAL COMMODITIES	100,000	50,000.00	100,000.00	0.00	0.00	100.00
TOTAL STORM WATER	100,000	50,000.00	100,000.00	0.00	0.00	100.00

001-GENERAL FUND

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
PARK 25% TO CPWB						
=====						
SALARIES & BENEFITS						
001-900-000-00 AUDITOR OPEB	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	0	0.00	0.00	0.00	0.00	0.00
COMMODITIES						
001-900-341-00 PARK-30% HOT/MOT PD TO CP	36,000	2,408.89	23,743.75	0.00	12,256.25	65.95
TOTAL COMMODITIES	36,000	2,408.89	23,743.75	0.00	12,256.25	65.95
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	2,408.89	23,743.75	0.00	12,256.25	65.95
CVB 75% TO CVB						
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CONTRACTUAL SERVICES						
001-901-235-00 HOTEL/MOTEL 70% PAID TO C	84,000	5,620.74	55,402.10	0.00	28,597.90	65.95
TOTAL CONTRACTUAL SERVICES	84,000	5,620.74	55,402.10	0.00	28,597.90	65.95
TOTAL CVB 75% TO CVB	84,000	5,620.74	55,402.10	0.00	28,597.90	65.95
ARTS & HUMANITIES						
=====						
SALARIES & BENEFITS						
001-906-101-00 CAC SALARIES	36,840	1,291.27	8,676.11	0.00	28,163.89	23.55
001-906-104-00 CAC FICA	2,850	98.78	663.72	0.00	2,186.28	23.29
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	17.78	54.37	0.00	665.63	7.55
TOTAL SALARIES & BENEFITS	40,410	1,407.83	9,394.20	0.00	31,015.80	23.25
CONTRACTUAL SERVICES						
001-906-213-00 CAC UTILITIES	8,000	747.82	5,072.02	0.00	2,927.98	63.40
001-906-216-00 THEATRE MAINTENANCE/UTILI	9,000	190.95	2,142.51	0.00	6,857.49	23.81
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	4,576.98	0.00	423.02	91.54
TOTAL CONTRACTUAL SERVICES	23,000	994.08	11,791.51	0.00	11,208.49	51.27
COMMODITIES						
001-906-341-00 CAC SUPPLIES & EXPENSES	11,000	205.85	826.98	0.00	10,173.02	7.52
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	205.85	7,976.98	0.00	12,023.02	39.88

001-GENERAL FUND

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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-906-450-01 THEATRE BLDG	10,000	86.95	992.90	0.00	9,007.10	9.93
001-906-459-00 THEATRE CAPITAL	64,000	5,220.65	36,801.00	0.00	27,199.00	57.50
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	5,307.60	37,793.90	0.00	36,206.10	51.07
TOTAL ARTS & HUMANITIES	157,410	7,915.36	66,956.59	0.00	90,453.41	42.54
STOCKERT YOUTH CENTER						
SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	186,240	22,507.74	150,367.22	0.00	35,872.78	80.74
001-907-103-00 CAMP BUCANNEER SALARIES	79,800	619.06	8,591.14	0.00	71,208.86	10.77
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	1,769.23	12,160.55	0.00	8,339.45	59.32
001-907-105-00 GROUP INSURANCE	54,000	2,964.90	29,410.52	0.00	24,589.48	54.46
001-907-106-00 GROUP RETIREMENT	16,290	1,397.74	7,227.76	0.00	9,062.24	44.37
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	356,830	29,258.67	207,757.19	0.00	149,072.81	58.22
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	4,800	1,026.99	3,963.69	0.00	836.31	82.58
001-907-213-00 UTILITIES	17,000	2,103.16	12,253.19	0.00	4,746.81	72.08
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.00
001-907-216-00 MAINTENANCE	7,000	259.89	3,498.18	0.00	3,501.82	49.97
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	177.86	7,894.37	0.00	5,495.63	58.96
001-907-230-00 SYC CONTRACTUAL 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	3,567.90	27,609.43	0.00	323,313.57	7.87
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	7,200	462.98	2,375.35	0.00	4,824.65	32.99
001-907-341-01 OPERATING EXPENSES	3,000	0.00	1,541.56	0.00	1,458.44	51.39
001-907-343-00 SYC AUTO SUPPLIES	7,000	309.36	3,251.57	0.00	3,748.43	46.45
001-907-354-00 DRILL TEAM	1,000	0.00	183.86	0.00	816.14	18.39
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	3,695.35	4,059.41	0.00	25,940.59	13.53
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	583.93	3,751.86	0.00	2,248.14	62.53
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.00

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
001-907-363-00 KARATE CLASS INSTRUCTION	3,000	160.00	2,567.20	0.00	432.80	85.57
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	257.60	828.80	0.00	671.20	55.25
001-907-368-02 YOGA FITNESS CLASS	5,000	693.60	2,876.00	0.00	2,124.00	57.52
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	6,162.82	22,575.71	0.00	47,224.29	32.34
CAPITAL OUTLAY						
001-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
001-907-458-01 SYC CHILDRENS FESTIVAL	2,000	0.00	705.93	0.00	1,294.07	35.30
001-907-458-02 SYCC BUILDING	100,000	9,364.98	14,679.74	0.00	85,320.26	14.68
001-907-459-00 CAPITAL OUTLAY	2,500	0.00	1,383.95	0.00	1,116.05	55.36
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	9,364.98	16,769.62	0.00	87,730.38	16.05
CONTRIBUTIONS						
001-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL STOCKERT YOUTH CENTER	882,053	48,354.37	274,711.95	0.00	607,341.05	31.14
CONVENTION CENTER						
SALARIES & BENEFITS						
001-910-101-00 CONFERENCE CENTER SALARIE	47,000	2,629.78	15,496.60	0.00	31,503.40	32.97
001-910-104-00 FICA TAX	3,600	201.19	1,185.52	0.00	2,414.48	32.93
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	53.94	340.75	0.00	259.25	56.79
TOTAL SALARIES & BENEFITS	51,200	2,884.91	17,022.87	0.00	34,177.13	33.25
CONTRACTUAL SERVICES						
001-910-213-00 UTILITIES-ADJUTANT GENERA	15,600	51.15	7,563.30	0.00	8,036.70	48.48
001-910-226-00 INSURANCE & BONDS	515	6.04	48.32	0.00	466.68	9.38
TOTAL CONTRACTUAL SERVICES	16,115	57.19	7,611.62	0.00	8,503.38	47.23
COMMODITIES						
001-910-341-00 EVENT CENTER SUPPLIES	5,000	2,568.66	7,709.55	0.00	(2,709.55)	154.19
TOTAL COMMODITIES	5,000	2,568.66	7,709.55	0.00	(2,709.55)	154.19

001-GENERAL FUND

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
001-910-457-00 CONFERENCE CENTER PAYMENT	40,212	3,351.00	29,419.37	0.00	10,792.63	73.16
TOTAL CAPITAL OUTLAY	40,212	3,351.00	29,419.37	0.00	10,792.63	73.16
TOTAL CONVENTION CENTER	112,527	8,861.76	61,763.41	0.00	50,763.59	54.89
HISTORIC LANDMARKS						
=====						
CONTRACTUAL SERVICES						
001-911-223-00 HISTORIC LAND MARK EXPENS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	0	0.00	0.00	0.00	0.00	0.00
TOTAL HISTORIC LANDMARKS	0	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY						
=====						
CONTRACTUAL SERVICES						
001-976-213-00 SAFETY COMPLEX UTILITIES	21,000	2,283.76	15,595.98	0.00	5,404.02	74.27
001-976-216-00 SAFETY COMPLEX MAINT	7,000	233.10	7,554.50	0.00	554.50	107.92
001-976-226-00 SAFETY COMPLEX INSURANCE	9,270	0.00	4,549.97	0.00	4,720.03	49.08
TOTAL CONTRACTUAL SERVICES	37,270	2,516.86	27,700.45	0.00	9,569.55	74.32
CAPITAL OUTLAY						
001-976-459-00 SAFETY COMPLEX CAPITAL IM	2,000	0.00	0.00	0.00	2,000.00	0.00
001-976-459-01 PUBLIC SAFETY TRAINING FA	50,000	372.51	44,933.71	0.00	5,066.29	89.87
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	372.51	44,933.71	0.00	7,066.29	86.41
TOTAL PUBLIC SAFETY	89,270	2,889.37	72,634.16	0.00	16,635.84	81.36
TOTAL EXPENDITURES	8,028,371	747,795.21	4,288,511.92	222.32	3,739,636.76	53.42
REVENUE OVER/(UNDER) EXPENDITURES	(1,850,289)	305,027.68	(218,195.14)	(222.32)	(1,631,871.54)	11.80

d. Approval Payment of Bills – The full list of bills appeared in the meeting packet.

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

JAN 15-31, 2026 GENERAL FUND PAYMENT OF BILLS

\$10,000.00 – CREATE BUCKHANNON – FY 2025-26 FUNDING REQUEST

\$17,141.39 – TRADEWORX – POCAHONTAS ST CURBS

\$3,359.88 – CASEYEARL’S- SYCC BASKETBALL T-SHIRTS

\$9,364.98 – GROUNDWORKS – DEWATERING SYCC BASEMENT

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
MAYOR'S OFFICE	B&H PHOTO & ELECTRONICS CORP	409-341-00	MAYOR'S SUPPLIES & M	PCRD-MICRO CONVERTER SDI-H	16.39
	WV PUBLIC EMPLOYEES RETIREME	409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	81.35
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	81.91
		409-106-00	MAYOR'S RETIREMENT	WV RETIREMENT CONTRIBUTION	83.85
		409-106-00	MAYOR'S RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	11.15
	BUCKHANNON POSTMASTER	409-218-00	MAYOR'S POSTAGE	PERMIT #10 POSTAGE	1,000.00
		409-218-00	MAYOR'S POSTAGE	PERMIT #10 FIRST CLASS PRE	92.50
	CREATE BUCKHANNON	409-341-05	EVENT/FIREWORK EXPEN	FY 2025-26 REQUEST FSTVL F	10,000.00
	INDEED.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-CLERICAL AD FOR CITY	44.03
	INTERNAL REVENUE SERVICE	409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	103.50
		409-104-00	MAYOR'S F.I.C.A.	FICA WITHHELD AND MATCHED	57.77
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	24.21
		409-104-00	MAYOR'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	13.51

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	AMAZON.COM	409-341-00	MAYOR'S SUPPLIES & M	PCRD-ELGATO EXTERNAL CAPTU	28.58
	AT&T MOBILITY	409-211-00	MAYOR'S TELEPHONE	PCRD-NOV25 CellPhn & GeoTa	40.21
	US POSTAL SERVICE (CMRS-FP)	409-218-00	MAYOR'S POSTAGE	JAN 2026 POSTAGE BY PHONE	250.00
	FP FINANCE PROGRAM	409-218-00	MAYOR'S POSTAGE	JAN 2026 MAILER & INSERT	94.30
	WV NEWS	409-220-00	MAYOR'S LEGAL PUBLIC	CLASS II AD-PLAN COMM	19.52
	AUTHORIZE.NET	409-341-00	MAYOR'S SUPPLIES & M	DEC 2025 RECDESK CC FEES	14.95
	SAMS CLUB	409-341-00	MAYOR'S SUPPLIES & M	PCRD-TOILET PAPER FOR CH &	19.66
	FRONTIER	409-211-00	MAYOR'S TELEPHONE	472-1651-101515-4 CITY HAL	120.38
	BEENVERIFIED	409-211-00	MAYOR'S TELEPHONE	304-003-2273-060600-4	24.17
	**PAYROLL EXPENSES	409-341-00	MAYOR'S SUPPLIES & M	PCRD-DEC 2025 BACKGROUND C	7.49
				1/16/2026 - 1/31/2026	931.63
				TOTAL:	13,161.06
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)	FEB 2026 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
				TOTAL:	1,433.37
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
				TOTAL:	48.95
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
		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.	FICA WITHHELD AND MATCHED	26.49
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	6.20
		413-104-00	TREASURER'S F.I.C.A.	MEDICARE WITHHELD & MATCHE	6.20
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	427.32
				TOTAL:	608.08
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
				TOTAL:	54.19
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
		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	FICA WITHHELD AND MATCHED	57.10
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	13.36
		420-104-00	CITY ENGINEER FICA T	MEDICARE WITHHELD & MATCHE	13.36
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	913.47
				TOTAL:	1,301.02
ZONING	WV PUBLIC EMPLOYEES RETIREME	437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	148.85
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	148.85
		437-106-00	ZONING RETIREMENT	WV RETIREMENT CONTRIBUTION	148.85
	INTERNAL REVENUE SERVICE	437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	102.54
		437-104-00	ZONING F.I.C.A.	FICA WITHHELD AND MATCHED	102.54
		437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	23.98

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DISBURSEMENTS 01-16-26 TO 01-31-26

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES	437-104-00	ZONING F.I.C.A.	MEDICARE WITHHELD & MATCHE	23.98
				1/16/2026 - 1/31/2026	1,653.85
				TOTAL:	2,353.44
DATA PROCESSING	WVNET	439-230-00	DATA PROCESSING	PCRD-JULY-SEPT 25 WEB HOST	26.25
		439-230-00	DATA PROCESSING	PCRD-DOMAIN NAME RENEWAL	3.00
	HEWLETT PACKARD FINANCIAL SE	439-230-00	DATA PROCESSING	FEB 2026 PLOTTER RNT	78.91
				TOTAL:	108.16
CITY HALL	MON POWER	440-213-00	CITY HALL UTILITIES	110 088 782 062 70 E MAIN	1,396.94
	MOUNTAINEER GAS COMPANY	440-213-00	CITY HALL UTILITIES	269245-314199 1 S-FLORIDA	320.28
	LOWES BUSINESS ACCOUNTS/SYNC	440-216-00	CITY HALL MAINTENANC	LEAK RPR IN CNCL CHMBS	226.41
	DODSON BROS EXTERMINATING CO	440-216-00	CITY HALL MAINTENANC	CH PEST INSPECT JAN 2026	33.00
	WV PUBLIC EMPLOYEES RETIREME	440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	133.25
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	133.65
		440-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	132.84
	INTERNAL REVENUE SERVICE	440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	91.16
		440-104-00	CITY HALL FICA	FICA WITHHELD AND MATCHED	91.51
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	21.32
		440-104-00	CITY HALL FICA	MEDICARE WITHHELD & MATCHE	21.40
	AMAZON.COM	440-341-00	CITY HALL SUPPLIES	PCRD-SOAP GLADE PLUG INS	8.26
		440-341-00	CITY HALL SUPPLIES	PCRD-6 GALLONS OF BLEACH	12.24
	CINTAS	440-216-00	CITY HALL MAINTENANC	CH RUGS 1.26.26	46.59
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	1,476.00
				TOTAL:	4,144.85
POLICE	BRIDGEPORT POLICE DEPARTMENT	700-221-00	POLICE DEPT. TRAININ	C. BENDER-FIELD TRN CRSE	60.00
	QUICK SLICK OIL CHANGE	700-343-00	POLICE DEPT. AUTO SU	OIL CHNGE-CAR 5	25.00
		700-343-00	POLICE DEPT. AUTO SU	OIL CHNGE-CAR 3	55.70
		700-343-00	POLICE DEPT. AUTO SU	OIL CHNGE-CAR 4	25.00
	SUNSET GRAPHICS LLC	700-341-00	POLICE DEPT. MAT & S	DECALS-BLACK SHADOW BOX	10.00
	WV PUBLIC EMPLOYEES RETIREME	700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,995.05
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,814.92
		700-106-00	POLICE DEPT. RETIREM	WV RETIREMENT CONTRIBUTION	1,818.12
	TENNERTON AUTO SERVICE	700-343-00	POLICE DEPT. AUTO SU	TOW VHCL#1 2HM MTR-LEAK	204.00
	WV CONSOLIDATED PUBLIC RETIR	700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,555.63
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,299.27
		700-106-00	POLICE DEPT. RETIREM	WV RETIRE MPFRS CONTRIBUTI	1,358.30
	ST JOSEPH HOSPITAL OF BUCKHA	700-341-00	POLICE DEPT. MAT & S	LAB TEST DARIN HISSAM	70.00
	WALMART STORES INC -BUCKHANN	700-341-00	POLICE DEPT. MAT & S	PCRD-WINDSHIELD WASHER FLU	70.18
	INTERNAL REVENUE SERVICE	700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,196.76
		700-104-00	POLICE DEPT. FICA TA	FICA WITHHELD AND MATCHED	2,243.26
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	513.75
		700-104-00	POLICE DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	524.61
	AMAZON.COM	700-345-00	POLICE DEPT. UNIFORM	PCRD-UNIFORM PANTS	89.99
		700-345-00	POLICE DEPT. UNIFORM	PCRD-UNIFORM PANTS & SHIRT	225.77
		700-341-00	POLICE DEPT. MAT & S	PCRD-3V LITHIUM BATTERIES	8.99
		700-341-00	POLICE DEPT. MAT & S	PCRD-CLIP ADAPTER FOR TASE	138.90
		700-341-00	POLICE DEPT. MAT & S	PCRD-BATTERY BOOSTER PACK	79.96
		700-341-00	POLICE DEPT. MAT & S	PCRD-LED LGHT BULBS FARADA	133.81
	10-42 TACTICAL LLC	700-345-00	POLICE DEPT. UNIFORM	FRMS TCH BAR,CMNDTN BAR	87.85
		700-345-00	POLICE DEPT. UNIFORM	FRMS TCH BAR,CMNDTN BAR	34.40
	AT&T MOBILITY	700-211-00	POLICE DEPT. TELEPHO	PCRD-NOV25 CellPhn & GeoTa	1,275.10
		700-341-00	POLICE DEPT. MAT & S	PCRD-PHN CASES FOR NEW PHN	438.13

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	BUCKHANNON ANIMAL CLINIC PLL	700-341-00	POLICE DEPT. MAT & S	VET CARE-K9 ERROS	101.00
	FRONTIER	700-211-00	POLICE DEPT. TELEPHO	304-001-6194-111398-4 POL	133.42
	AMERICAN FLAGPOLE AND FLAG C	700-341-00	POLICE DEPT. MAT & S	PCRD- AMERICAN & WV FLAGS	78.70
	KORE ESSENTIALS	700-345-00	POLICE DEPT. UNIFORM	PCRD-DUTY BELT BELT KEEPER	175.90
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	39,303.29
				TOTAL:	58,144.76
FIRE	MATHENY MOTOR TRUCK CO	706-343-00	FIRE DEPT. AUTO SUPP	OIL PAN GSKT-ENG 1101	83.94
	NAPA-AMTOWER AUTO SUPPLY	706-343-00	FIRE DEPT. AUTO SUPP	ANTIFREEZE & RADIATOR CAP	15.60
	JONES & BARTLETT LEARNING	706-221-00	FIRE DEPT. TRAINING	PCRD-EMT REFRESHER PACKAGE	21.35
	LOWES BUSINESS ACCOUNTS/SYNC	706-221-00	FIRE DEPT. TRAINING	2-2-8 PINE,1-2-8 BRD-TRNN	72.40
	DODSON BROS EXTERMINATING CO	706-341-00	FIRE DEPT. MATERIAL	FIRE PEST INSPECT JAN 2026	44.00
	WV PUBLIC EMPLOYEES RETIREME	706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	1,066.17
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	996.86
		706-106-00	FIRE DEPT. GROUP RET	WV RETIREMENT CONTRIBUTION	862.03
	WV CONSOLIDATED PUBLIC RETIR	706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,833.74
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,441.10
		706-106-00	FIRE DEPT. GROUP RET	WV RETIRE MPFRS CONTRIBUTI	1,523.62
	INTERNAL REVENUE SERVICE	706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,737.04
		706-104-00	FIRE DEPT. FICA TAX	FICA WITHHELD AND MATCHED	1,712.86
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	406.25
		706-104-00	FIRE DEPT. FICA TAX	MEDICARE WITHHELD & MATCHE	400.58
	AMAZON.COM	706-345-00	FIRE DEPT. UNIFORMS	PCRD-TACTICAL BOOTS-JOSH B	123.95
	SAFE RESPONSE LLC	706-221-00	FIRE DEPT. TRAINING	PCRD-TRAININ PROGRAM 15 TE	341.99
	AT&T MOBILITY	706-211-00	FIRE DEPT. TELEPHONE	PCRD-NOV25 CellPhn & GeoTa	190.28
	CLAYMAN & ASSOCIATES, PLLC	706-221-00	FIRE DEPT. TRAINING	PCRD-PRE HIRE TEST J BOWER	550.00
	BADGE & WALLET	706-341-00	FIRE DEPT. MATERIAL	PCRD-BADGE FOR NEW FF	96.35
	FRONTIER	706-211-00	FIRE DEPT. TELEPHONE	472-2868-101915-4 FIRE	159.79
	20/20 GENESYSTEMS, INC	706-341-00	FIRE DEPT. MATERIAL	PCRD-SHIPPIING FOR ONE TEST	35.00
	THE AIR HORN GUYS	706-343-00	FIRE DEPT. AUTO SUPP	PCRD-GROVER ORGANTONE RPR	87.99
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	27,502.88
				TOTAL:	41,305.77

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
STREET	MON POWER	750-213-00	STREET DEPT. UTILITI	110 123 905 108 25 N LOCUS	15.03
		750-213-00	STREET DEPT. UTILITI	110 148 156 588 RT 6 395	680.51
		750-213-00	STREET DEPT. UTILITI	110 148 255 778 395 MUDLIC	846.01
	A F WENDLING INC	750-341-00	STREET DEPT. MAT & S	CUPS FOR SHOP	37.20
	VALLEY STEEL SERVICE	750-343-00	STREET DEPT. AUTO SU	1"X5"X62" FLAT PLATE GRAD	162.63
	AIRGAS USA, LLC	750-341-00	STREET DEPT. MAT & S	2 CYL LEASE RENEWAL	200.00
	NAPA-AMTOWER AUTO SUPPLY	750-343-00	STREET DEPT. AUTO SU	EXHAUST ELBOW-S-19,CLMPS	139.95
	HARBOR FREIGHT TOOLS	750-341-00	STREET DEPT. MAT & S	PCRD-ZIP TIES RATCHET STRA	57.10
		750-341-00	STREET DEPT. MAT & S	PCRD-LP FORCED AIR HEATER	99.99
		750-343-00	STREET DEPT. AUTO SU	PCRD-CABLE LOGS HEAT SHRIN	8.98
	LOWES BUSINESS ACCOUNTS/SYNC	750-458-05	STREET DEPT PROJECTS	2X6 AND 2X4 FOR COOPER ST	34.17
		750-458-05	STREET DEPT PROJECTS	3/16" SDS BIT	36.04
		750-458-05	STREET DEPT PROJECTS	2X4 FOR COOPER ST	7.28
		750-458-05	STREET DEPT PROJECTS	INTERNAL PVC CUTTER	28.18
		750-341-00	STREET DEPT. MAT & S	PCRD-CHRISTMAS LGHTS EXT C	169.86
	STATE EQUIPMENT INC.	750-343-00	STREET DEPT. AUTO SU	PULL CORD FOR CHOP SAW	6.00
		750-343-00	STREET DEPT. AUTO SU	REPAIRS TO POLESAW	31.77
	FIRST COMMUNITY BANK	750-459-00	STREET DEPT. CAPITAL	FEB 2026 CONCRETE TRK PYMT	2,753.72
	WV PUBLIC EMPLOYEES RETIREME	750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,064.35
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,045.09
		750-106-00	STREET DEPT. GROUP R	WV RETIREMENT CONTRIBUTION	1,047.92

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	781.20
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	759.80
		750-106-00	STREET DEPT. GROUP R	WV RETIRE TIER2 CONTRIBUTI	768.38
	JOHN BOGGESS dba VJG ASSOCIA	750-345-00	STREET DEPT. UNIFORM	12 JRSY GLVE-ST	234.00
	CITIZENS BANK OF WV	750-459-00	STREET DEPT. CAPITAL	STR DEPT EXCVTOR PYMT FEB	2,736.13
	THE SIGN GUY LLC	750-341-00	STREET DEPT. MAT & S	WYFNDNG SGN&BNCH PLQES	39.00
	STEVEN C RODEHEAVER	750-341-00	STREET DEPT. MAT & S	PO25-07132 SHVL, BROOM, BR	106.00
	FLEET PRIDE	750-343-00	STREET DEPT. AUTO SU	BELT FOR S-19	48.69
		750-343-00	STREET DEPT. AUTO SU	5"X24" CHRME STCK TIP-S10	145.99
	WALMART STORES INC -BUCKHANN	750-341-00	STREET DEPT. MAT & S	PCRD-TOILET PAPER PAPER TO	203.76
	INTERNAL REVENUE SERVICE	750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,243.60
		750-104-00	STREET DEPT. FICA TA	FICA WITHHELD AND MATCHED	1,252.62
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	290.85
		750-104-00	STREET DEPT. FICA TA	MEDICARE WITHHELD & MATCHE	292.96
	AMAZON.COM	750-341-00	STREET DEPT. MAT & S	PCRD-BOSCH MAGNETIC LOCATE	571.36
		750-341-00	STREET DEPT. MAT & S	PCRD-WHITE MARKING FLAGS	41.13
		750-341-00	STREET DEPT. MAT & S	PCRD-CHRISTMAS LGHTS EXT.	285.74
		750-341-00	STREET DEPT. MAT & S	PCRD-DOCUMENT SCANNER	299.99
		750-341-00	STREET DEPT. MAT & S	PCRD-SNOW PLOW LGHT MODUEL	157.98
		750-343-00	STREET DEPT. AUTO SU	PCRD-HYD DISCONNECTS LED L	294.95
		750-343-00	STREET DEPT. AUTO SU	PCRD-CONNECTORS RELECTIVE	40.83
		750-341-00	STREET DEPT. MAT & S	PCRD-SURGE PROTECTOR W/USB	39.96
		750-343-00	STREET DEPT. AUTO SU	PCRD-REMOTE START SWITCH S	149.99
		750-341-00	STREET DEPT. MAT & S	PCRD-BUSINESS PRIME MEMBER	179.00
	EBAY	750-341-00	STREET DEPT. MAT & S	PCRD-LED BALLAST E MAIN ST	294.00
	CORRIDOR H TIRE INC	750-343-00	STREET DEPT. AUTO SU	TUBE IN TIRE-S1 (BCKHOE)	54.00
	AT&T MOBILITY	750-211-00	STREET DEPT. TELEPHO	PCRD-NOV25 CellPhn & GeoTa	396.67
	ROZELLE ENTERPRISES LLC	750-458-05	STREET DEPT PROJECTS	PCHNNTS ST CURBS-LBR&EQP	9,493.79
		750-458-05	STREET DEPT PROJECTS	EXCVTE PCHNNTS ST CURBS	7,647.60
	FRONTIER	750-211-00	STREET DEPT. TELEPHO	472-5755-101615-4 STREET	159.13
	CINTAS	750-345-00	STREET DEPT. UNIFORM	STR UNIFORM 1.15.26	250.98
		750-345-00	STREET DEPT. UNIFORM	STR UNIFORM 1.22.26	257.34
	HOPE GAS	750-213-00	STREET DEPT. UTILITI	230000160518 395 MUDLICK R	2,336.26
	CITYNET LLC	750-213-00	STREET DEPT. UTILITI	PCRD-DEC25 STREET FIBER BI	100.00
	HVAC DIRECT	750-341-00	STREET DEPT. MAT & S	PCRD-NATURAL GAS HEATER	1,634.00
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	21,941.05
				TOTAL:	64,000.51
STREET LIGHTS	MON POWER	751-213-00	STREET LIGHTS	110 088 782 484 E MAIN ST	164.61
		751-213-00	STREET LIGHTS	110 151 101 430 99 W MAIN	549.99
		751-213-00	STREET LIGHTS	110 170 666 488 26 LINCOLN	16.18
				TOTAL:	730.78
TRAFFIC SIGNALS & SIGN	MON POWER	752-213-00	TRAFFIC SIGNALS POWE	110 088 985 459 RT 119	74.31
		752-213-00	TRAFFIC SIGNALS POWE	110 088 985 624 RT 20 BK	72.05
		752-213-00	TRAFFIC SIGNALS POWE	110 081 822 063 W MAIN ST	62.37
		752-213-00	TRAFFIC SIGNALS POWE	110 087 174 485 S KANAWHA	34.84
		752-213-00	TRAFFIC SIGNALS POWE	110 088 235 830 REGER ST	44.63
		752-213-00	TRAFFIC SIGNALS POWE	110 088 820 243 MAIN ST	52.19
		752-213-00	TRAFFIC SIGNALS POWE	110 080 768 291 E MAIN ST	31.71
				TOTAL:	372.10
SNOW REMOVAL	J F ALLEN CO	753-341-00	SNOW REMOVAL	40.65 TONS #9'S ABR STONE	914.63
	TRACTOR SUPPLY CREDIT PLAN	753-341-00	SNOW REMOVAL	PCRD-LIGHTS FOR S-14 SNOW	129.99

FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STEPHENSON EQUIPMENT, INC	753-341-00	SNOW REMOVAL	HYD CYL&MLD BRD-S3 GRDR	1,565.42
				TOTAL:	2,610.04
ARTS-THEATRE	MON POWER	906-213-00	CAC UTILITIES	110 122 154 542 48 E MAIN	213.07
	MOUNTAINEER GAS COMPANY	906-213-00	CAC UTILITIES	268704-483167 48 E. MAIN S	410.85
	LOWES BUSINESS ACCOUNTS/SYMC	906-450-01	THEATRE BLDG	PCRD-PAINT & SUPPLIES @ CA	86.95
	WV PUBLIC EMPLOYEES RETIREME	906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	7.66
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	5.15
		906-106-00	CAC RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	4.97
	INTERNAL REVENUE SERVICE	906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	34.74
		906-104-00	CAC FICA	FICA WITHHELD AND MATCHED	38.14
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	8.13
		906-104-00	CAC FICA	MEDICARE WITHHELD & MATCHE	8.92
	AMAZON.COM	906-341-00	CAC SUPPLIES & EXPEN	PCRD-GAFFER TAPE FABRIC SO	36.34
		906-341-00	CAC SUPPLIES & EXPEN	PCRD-55-60 GALLON TRASH BA	49.99
	RANDALL SANDERS	906-341-00	CAC SUPPLIES & EXPEN	CAC COMEDY SHOW ADVRTSNG	99.86
	SAMS CLUB	906-341-00	CAC SUPPLIES & EXPEN	PCRD-TOILET PAPER FOR CH &	19.66
	CINTAS	906-216-00	THEATRE MAINTENANCE/	THEATRE RUGS 1.26.26	29.65
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	615.20
				TOTAL:	1,669.28
STOCKERT YOUTH CENTER	MON POWER	907-213-00	UTILITIES	110 161 100 208 MAIN ST	64.93
	MOUNTAINEER GAS COMPANY	907-213-00	UTILITIES	383925-483167 70 E MAIN ST	1,569.97
	NAPA-AMTOWER AUTO SUPPLY	907-341-00	MATERIALS & SUPPLIES	ANTIFREEZE-BUS	37.98
	MICROSOFT STORE	907-341-00	MATERIALS & SUPPLIES	PCRD-SYCC MICROSOFT MNTHLY	13.38
	WV PUBLIC EMPLOYEES RETIREME	907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	242.08
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	247.37
		907-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	262.71
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	205.03
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	217.50
		907-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	223.05
	CASEYEARL'S	907-356-00	YOUTH BASKETBALL	PCRD-BASKETBALL T-SHIRTS	3,359.88
	WALMART STORES INC -BUCKHANN	907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHOOL SNACKS	24.23
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHL SNACKS & S	17.10
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-APPLES CHEESE LUNCH M	40.86
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHOOL SNACKS	16.70
	INTERNAL REVENUE SERVICE	907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	515.60
		907-104-00	FICA TAX	FICA WITHHELD AND MATCHED	501.33
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	120.57
		907-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	117.25
	AMAZON.COM	907-356-00	YOUTH BASKETBALL	PCRD-SCORE BOOKS FOR BASKE	39.24
		907-356-00	YOUTH BASKETBALL	PCRD-BASKETBALL BAGS	36.23
		907-341-00	MATERIALS & SUPPLIES	PCRD-TIME CARDS	28.10
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-PICKLEBALL PADDLES	0.76
	LYNX WV INC	907-213-00	UTILITIES	SYC JAN 2026 EQUIP RENTAL	143.86
	NEWLONS INTERNATIONAL SALES	907-343-00	SYC AUTO SUPPLIES	SHOCKS-RED SYC BUS	118.02
	AT&T MOBILITY	907-211-00	TELEPHONES	PCRD-NOV25 CellPhn & GeoTa	38.85
	SAMS CLUB	907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHOOL SUPPLIES	67.90
		907-361-00	AFTER SCHOOL SUPPLIE	PCRD-AFTER SCHOOL SNACKS	416.38
		907-341-00	MATERIALS & SUPPLIES	PCRD-CLEANING SUPPLIES	57.38
	FRONTIER	907-211-00	TELEPHONES	473-0145-042701-4 SYC	494.07
	CINTAS	907-216-00	MAINTENANCE	SYC MATS & MOPS 1.5.26	83.39
		907-216-00	MAINTENANCE	SYC MATS & MOPS 1.12.26	54.61
	MCAFFEE	907-341-00	MATERIALS & SUPPLIES	PCRD-ANITVIRUS YRLY RENEWA	288.89

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DISBURSEMENTS 01-16-26 TO 01-31-26

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FUND: GENERAL FUND

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	CORDELL NICOLA	907-356-00	YOUTH BASKETBALL	BBALL REF 13 GMS 1/10,17,2	260.00
	GROUNDWORKS	907-458-02	SYCC BUILDING	DEWATERING SYCC BASEMENT	9,364.98
	IDENTOGO	907-341-00	MATERIALS & SUPPLIES	BACKGROUND CK ALEXIS SEARS	37.25
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	8,914.25
				TOTAL:	28,241.68
CONVENTION CENTER	USDA, RURAL DEVLEOPMENT	910-457-00	CONFERENCE CENTER PA	CONF CENTER FEB 2026	3,351.00
	WV PUBLIC EMPLOYEES RETIREME	910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	4.03
		910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	47.30
		910-106-00	EVENT CENTER RETIREM	WV RETIRE TIER2 CONTRIBUTI	2.61
	INTERNAL REVENUE SERVICE	910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	136.61
		910-104-00	FICA TAX	FICA WITHHELD AND MATCHED	1.80
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	31.96
		910-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	0.42
	AMAZON.COM	910-341-00	EVENT CENTER SUPPLIE	PCRD-POPCORN MACHINE	139.99
		910-341-00	EVENT CENTER SUPPLIE	PCRD-POPCORN BOXES	31.99
	AT&T MOBILITY	910-213-00	UTILITIES-ADJUTANT G	PCRD-NOV25 CellPhn & GeoTa	511.15
	RANDALL SANDERS	910-341-00	EVENT CENTER SUPPLIE	EVENT CNTR SUPPLIES	482.22
	BEVERAGE DISTRIBUTORS INC	910-341-00	EVENT CENTER SUPPLIE	EVENT CENTER BEER	270.00
	STATE DISTRIBUTING	910-341-00	EVENT CENTER SUPPLIE	EVENT CENTER BEER	115.20
	NORTHERN EAGLE INC	910-341-00	EVENT CENTER SUPPLIE	EVENT CENTER BEER	933.76
	FRANCHESKA FIGUEROA	910-341-00	EVENT CENTER SUPPLIE	CLEANING 12.14.25	225.00
	**PAYROLL EXPENSES			1/16/2026 - 1/31/2026	29.05
				TOTAL:	5,854.09
PUBLIC SAFETY	MOUNTAINEER GAS COMPANY	976-213-00	SAFETY COMPLEX UTILI	383931-483167 20 S FLORIDA	1,833.76
	DODSON BROS EXTERMINATING CO	976-216-00	SAFETY COMPLEX MAINT	POLICE PEST INSPECT JAN 20	47.00
	CINTAS	976-216-00	SAFETY COMPLEX MAINT	PSC RUGS 1.26.26	30.70
	CITYNET LLC	976-213-00	SAFETY COMPLEX UTILI	PCRD-DEC25 PSC FIBER BILL	300.00
				TOTAL:	2,211.46

c. Approval to Reinvest Municipal Stabilization Fund (CDs' expired) – Council reviewed a recommendation from Amby Jenkins regarding three Certificates of Deposit (CDs) totaling approximately \$746,000 that are set to expire. An additional \$89,000 is expected to be invested at the same time. Jenkins indicated that resolutions related to this action may be presented at the next meeting. Council expressed support for the strategy, noting its financial prudence.

Bucklew/Zuliani moved to follow Jenkins' recommendation to roll the CDs into the West Virginia Municipal Board of Treasury investment program. The motion carried.

a. General Fund Revenue Review Committee Recommendations -Outside Entity Funding Requests

i. Appropriate \$1,500.00 to the Buckhannon Community Band Hosting the Inaugural WV Community Band Festival on 05/02/2026 at BUHS

The Revenue Review Committee met on January 22, 2026 at 9:10 a.m. in City Hall Council Chambers.

Committee Members present were: Mayor Skinner, Amberle Jenkins, Mark Waldo, Barbara Hinkle, Jack Reger and Scott Randall.

Guest attending to observe was Randy Sanders. Also in attendance was Sheila Zickefoose with Buckhannon Community Band.

- **Buckhannon Community Band**

Discussions took place regarding the request of funding amount of \$1,500.00 from the Buckhannon Community Band. These funds will be used to help with host the Inaugural WV Community Band Festival to be held on Saturday May 2, 2026. at the Buckhannon-Upshur High School. Ms. Zickefoose gave an overview of the festival events.

After further discussions, Reger/Waldo motion to approve the request and to recommend that City Council contribute \$1,500.00 to the Buckhannon Community Band's. Motion carried.

With no further business to be discussed the meeting ended at 9:30am.

Sanders/Zuliani moved to approve the \$1,500.00 to the Buckhannon Community Band Hosting the Inaugural WV Community Band Festival on 05/02/2026 at BUHS. The motion carried.

b. Approval Resolution No. 2026-02 General Fund Budget Revision #3 FY 2025/2026 -

Finance Director Amby Jenkins presented General Fund Budget Revision #3, submitted to the State Auditor's Office. The revision reflects a net increase of \$144,730 in both revenues and expenditures, with no additional draw from sales tax. Key expenditure adjustments (highlights) include:

- **Mayor's Office:** Reduction of \$20,000 in salaries; increase of \$3,000 in insurance; \$1,100 for a professional trail survey.
- **Strawberry Festival:** \$50,000 allocation (\$35,000 direct expense; \$15,000 in supporting documents).
- **Community Band:** \$1,500 allocation.
- **Outside Agencies:** \$8,000 to Senior Center; \$5,000 to Focus Marketing Group; \$2,500 to CDD for equipment; \$2,500 to Upshur Leadership.
- **Election Costs:** \$9,000 added for May election.
- **Council Contingency:** Reduced by \$39,500 to cover approved expenses including Christmas wreaths (\$10,600), Strawberry Festival (\$25,000), and Community Band (\$1,500).
- **Public Safety Fees:** Increased due to current ticket volume (CVRLET and Regional Jail).
- **Fire Department:** Reallocation of capital outlay (\$92,800) to cover \$30,000 for training facility, \$16,000 for health category, and new fiber expenses.
- **Street Department:** \$30,000 added to group insurance; capital outlay includes \$17,000 for trailer purchase and \$17,000 for street sweeper rebuild. Additional earmarks include \$60,000 for sidewalks, \$30,000 for Pocahontas Street, and \$25,000 for the Route 20 mural at the ADA ramp at Jawbone Park.
- **CAC:** Reductions of \$10,000 in salaries and \$7,000 in supplies; increase of \$17,000 for HVAC-related capital improvements in the theater.
- **Public Safety Training Facility:** \$30,000 added for wall reinforcement.

Revenue increases include:

- **B&O Tax:** \$21,000 increase; \$30,000 earmarked for ADA ramp via restricted contractor account.
- **Court Costs:** Increased to match higher collections.
- **Fire Department Grant:** \$1,500 expense matched with current-year revenue.
- **Event Center:** \$5,000 added to reflect increased activity and reinvestment.
- **Stockert Youth & Community Center:** Increased revenues from karate and after-school programs.
- **Miscellaneous Revenue:** Includes anticipated \$20,000 from trailer auction to offset capital expense.

Supporting documentation, including detailed Excel breakdowns, was provided in Council packets.

Reger/Bucklew moved to approve Resolution No. 2026-02 General Fund Budget Revision #3 FY 2025/2026. The motion carried by voice. Roll Call vote followed:

Skinner - Yes Reger - Yes
 Sanders - Yes Zuliani - Yes
 Bucklew - Yes Randall - Yes

RESOLUTION 2026-02

At a regular session of the municipal council, held February 5, 2026 the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the CITY OF BUCKHANNON - GENERAL FUND. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number #3, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by Jack Reger, and duly seconded by Pamela Bucklew the vote thereon was as follows:

ROBERT N SKINNER III <u>Robert N. Skinner III</u>	<u>Yes</u> or No
RANDALL SANDERS <u>Randall Sanders</u>	<u>Yes</u> or No
PAMELA BUCKLEW <u>Pamela Bucklew</u>	<u>Yes</u> or No
JACK REGER <u>Jack Reger</u>	<u>Yes</u> or No
ROB ZULIANI <u>Rob Zuliani</u>	<u>Yes</u> or No
SCOTT RANDALL <u>Scott Randall</u>	<u>Yes</u> or No

WHEREUPON, RANDALL SANDERS, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the RECORDER is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

LGSD BR (Ver. 2023)

Ora Ash, Deputy State Auditor
 West Virginia State Auditor's Office
 200 West Main Street
 Clarksburg, WV 26301
 Phone: 627-2415 ext. 5101 or ext. 5119
 Fax: 304-340-5090
 Email: lgs@wvsao.gov

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER
 Fiscal Year Ending 2026
 Fund: 1
 Revision Number: 3
 Pages: 1 of 1

CITY OF BUCKHANNON
 GOVERNMENT ENTITY

Person To Contact Regarding Request:

Name: AMBERLE JENKINS
 Phone: 304-472-1651
 Fax: 304-473-0934
 Email: amby.jenkins@buckhannonwv.org

70 E MAIN ST
 STREET OR PO BOX

BUCKHANNON 26201
 CITY ZIP CODE

Municipality
 Government Type

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
305	Business and Occupation Tax	1,490,000	51,312		1,541,312
320	Fines, Fees & Court Costs	16,700	37,820		54,520
358	Civic Center / Coliseum	11,500	5,000		16,500
362	Charges to Other Entities	152,500	3,150		155,650
366	State Government Grants	6,500	8,448		14,948
381	Reimbursements	4,000	3,000		7,000
NET INCREASE/(DECREASE) Revenues (ALL PAGES)			144,730		

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
409	Mayor's Office	263,845	10,660		274,505
410	City Council	54,835	13,000		67,835
437	Planning & Zoning	67,990	2,000		69,990
438	Elections		9,000		9,000
699	Contingencies*	250,514		39,500	211,014
700	Police Department	1,732,555	16,000		1,748,555
705	City Jail	1,500	21,820		23,320
706	Fire Department	1,362,065		31,000	1,331,065
750	Streets and Highways	2,222,942	94,600		2,317,542
907	Youth Program	882,053	4,150		886,203
NET INCREASE/(DECREASE) Expenditures			144,730		

APPROVED BY THE STATE AUDITOR

BY: Deputy State Auditor, Local Government Services Division Date

[Signature]
 AUTHORIZED SIGNATURE OF ENTITY

2/5/26
 APPROVAL DATE

General Fund Budget Revision 3						
2025-26		2/5/2026				
Revenues						
001-305-000-00	B&O Tax	\$ 1,400,000.00	\$ 21,312.00	\$ 1,421,312.00		
001-305-000-01	B&O Contractors	\$ 90,000.00	\$ 30,000.00	\$ 120,000.00		Contractor B&O to be used toward capital improvement and maintenance. Jawbone ADA ramp \$30T
001-320-000-00	Court Costs, Fees, Charges	\$ 14,700.00	\$ 37,820.00	\$ 52,520.00		collected more in cvr-let-rj fees
001-366-000-16	Fire Dept - Grant	\$ -	\$ 1,598.00	\$ 1,598.00		Most of Assistance to Fire Fighter grant was expensed pre 6-30-25. Received the funds post 6-30-25. Had one \$1598 expense in new fy see 001-706-461-00
001-366-000-00	Police Dept - Grants	\$ 5,000.00	\$ 6,850.00	\$ 11,850.00		
001-358-000-00	Event Center Revenues	\$ 500.00	\$ 5,000.00	\$ 5,500.00		
001-362-000-10	SVC Karate Class fees	\$ 3,000.00	\$ 1,000.00	\$ 4,000.00		
001-362-000-07	After School Revenues	\$ 40,000.00	\$ 2,150.00	\$ 42,150.00		
001-381-000-00	Street Dept Billing	\$ 4,000.00	\$ 3,000.00	\$ 7,000.00		
001-399-000-00	Miscellaneous Revenue	\$ 20,000.00	\$ 36,000.00	\$ 56,000.00		Collected more Revenue \$16,000 and expect to auction off large trailer \$20000
			\$ 144,730.00	\$ -		
Expenses						
001-409-103-00	Mayors Assistant Salary	\$ 57,000.00	\$ (20,000.00)	\$ 37,000.00		
001-409-105-00	Mayors Office staff insurance	\$ 28,100.00	\$ 3,000.00	\$ 31,100.00		
001-409-223-01	Professional Service (survey)	\$ -	\$ 1,160.00	\$ 1,160.00		walk trail survey
001-409-341-05	Event/firework Expense	\$ 55,000.00	\$ 26,500.00	\$ 81,500.00		addn \$25T toward WVSF(for total of \$50T with supporting documents) \$1500 to community band
001-410-568-00	Contributions Outside Agencies	\$ 5,000.00	\$ 13,000.00	\$ 18,000.00		\$8T Senior Center; \$5T Collaborative Focus Market Group; previously approved was \$2500 CVB equip;\$2500 Upshur Leadership
001-437-105-00	Zoning Health Ins	\$ 7,000.00	\$ 1,000.00	\$ 8,000.00		not enough budgeted
001-437-341-00	Zoning Supplies	\$ 1,500.00	\$ 1,000.00	\$ 2,500.00		purchased computer \$1570
001-438-230-00	Election	\$ -	\$ 9,000.00	\$ 9,000.00		Election May 2026

001-699-568-00	Contingency Council Determines	\$ 250,514.00	\$ (39,500.00)	\$ 211,014.00		Council approved expenses: \$10600; Outside funding Event requests \$25TWVSF;community band \$1500;\$8T Senior Center; \$5T Focus Marketing
001-700-341-04	CVR-LET Fees expensed	\$ 3,000.00	\$ 16,000.00	\$ 19,000.00		Collected more in fine fees- see 001-320-000-00
001-705-234-00	Regional Jail fees expensed	\$ 1,500.00	\$ 21,820.00	\$ 23,320.00		Collected more in fine-fees see 001-320-000-00
001-706-105-00	Fire Dept Group Ins	\$ 96,000.00	\$ 16,000.00	\$ 112,000.00		new hire
001-706-459-00	Fire Dept Capital Outlay	\$ 198,000.00	\$ (47,000.00)	\$ 151,000.00		Originally budgeted \$92,800 for financing of truck refurbish. Have not done that yet. Reduce this line item by \$47T to go toward Training Facility \$30T; Fire health ins \$16T; new internet fiber
001-750-105-00	Street Dept Group Ins	\$ 90,000.00	\$ 30,000.00	\$ 120,000.00		did not budget enough
001-750-341-00	Street Dept Material Supplies	\$ 93,500.00	\$ 10,600.00	\$ 104,100.00		Council approved expense for Christmas wreaths
001-750-458-05	Street Dept Projects	\$ 265,000.00	\$ 30,000.00	\$ 295,000.00		At 12-31-25 \$127911 was left in the budget. It would go towards-Pocahontas St proj \$30T; Sidewalks \$60T; Rt20Mural Proj \$25T. Need to add Jawbone Park needs a concrete ADA ramp \$30T
001-750-459-00	Street Dept Capital Outlay	\$ 123,152.00	\$ 24,000.00	\$ 147,152.00		Trailer purchased at auction \$17T; Rebuilt Street Sweeper \$17T
001-906-101-00	CAC Salaries	\$ 36,840.00	\$ (10,000.00)	\$ 26,840.00		
001-906-341-00	CAC Supplies	\$ 11,000.00	\$ (7,000.00)	\$ 4,000.00		
001-906-450-01	Theatre Building	\$ 10,000.00	\$ 17,000.00	\$ 27,000.00		Prep work for HVAC unit for Main Hall. \$7300 relocate sprinklers; \$7300 drywall; \$9500 change ductwork
001-907-211-00	SYCC telephones	\$ 4,800.00	\$ 1,150.00	\$ 5,950.00		
001-907-213-00	SYCC utilities	\$ 17,000.00	\$ 2,000.00	\$ 19,000.00		
001-907-363-00	Karate Class Instruction	\$ 3,000.00	\$ 1,000.00	\$ 4,000.00		increased participation
001-910-341-00	Event Center Supplies	\$ 5,000.00	\$ 5,000.00	\$ 10,000.00		added revenues see 001-358-000-00
001-976-213-00	PSC Utilities	\$ 21,000.00	\$ 6,000.00	\$ 27,000.00		added fiber internet police & fire
001-976-216-00	PSC Bldg Maintenance	\$ 7,000.00	\$ 3,000.00	\$ 10,000.00		Generator maint; garage door repairs; rugs; pest control
001-976-459-01	PSC Training Facility	\$ 50,000.00	\$ 30,000.00	\$ 80,000.00		Request by Fire Chief -double layer walls to protect sidewalls
			\$ 144,730.00	\$ -		

e. City Election Certification of Candidacies - Council was informed that the certification of candidates for the upcoming May municipal election was completed and included in the meeting packet. Assistant City Recorder Amby Jenkins closed the filing period at noon on Saturday, February 2, and certified the list of candidates under her official signature and seal. There are 13 candidates for City Council and one candidate for City Recorder. The final day for candidates to withdraw is February 17, and the drawing for ballot position will be held on February 24 at the Upshur County Courthouse. This matter needed no action from Council.

Certification of candidacies
City of Buckhannon
Buckhannon, WV

I, Amberle Jenkins, Assistant Recorder of the City of Buckhannon, Buckhannon, WV, do hereby certify that the following candidates have filed.

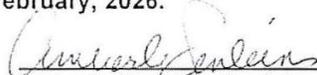
For the office of City Council Member – 4 year term. Vote for not more than two.

Candidate Name:	Candidate Name to be printed on the Ballot:	Residence:	Political Party Non-Partisan
Jerry Alan Cochran Sr	Jerry A Cochran Sr	133 Barbour St	
Joshua David Hinchman	Joshua David Hinchman	178A Camden Ave	
Gregory Lee Kelley	Greg Kelley	146 Pocahontas St	
Matthew Kerner	Matt Kerner	5 Madison St	
Robert Osburn	Robert Osburn	1 Terrace Dr	
Scott Merrill Preston	Scott Preston	21 Lincoln Way	
Scott Douglas Randall	Scott Randall	1 Lincoln Heights	
Robyn Riggs Simons	Robyn Riggs Simons	16 Park St	
Keith Rowan	Keith Rowan	48 Thurman Ave	
William G Teets Jr	BJ Teets	6 W Lincoln St	
James M Valenson	Jim Valenson	89 Elm St	
Abigail Wiernik	Abigail Wiernik	113A Fayette St	
Shawn Dakota Young	Shawn Young	54 W Lincoln St	

For the office of City Recorder – 4 year term. Vote for not more than one.

Candidate Name:	Candidate Name to be printed on the Ballot:	Residence:	Political Party Non-Partisan
Randall H Sanders	Randy Sanders	40 S Florida St Apt 201	

Given under my hand and official seal this 2nd day of February, 2026.


Amberle Jenkins, Assistant Recorder
City of Buckhannon

9. Public Works Report – Director of Public Works Ethan Crosten: The Mayor noted that no Public Works report was available for the meeting, as Director Crosten was absent.

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.

Randall/Zuliani moved to approve the Building and Wiring Permits. The motion carried unanimously.



Permit Fee Report # 76811- #76820
01/15/2026 - 02/04/2026

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

76813	CALVIN VAN NGUYEN-LUXURY NAILS SPA	4 NORTHRI DGE STE 104	THE SIGN GUY	REPLACING EXISTING PANELS (SIGNAGE)	1,858.00	100.00	A Commercial Property	No	12/19/2025	No	Zone A	Yes-Elevation Cert. Not Required	No
					1,858.00	100.00							

Group Total: 1

Group: Commercial-Industrial (nonresidential)

76820	Asad D Khan - Buckhannon Properties LLC	2 Hartman Plaza	David L Beckner - Appalachian Environmental	Re-Roof Shingle to Metal	20,000.00	170.00		Yes -If yes attach report		No	N/A	No	
76815	JONI HOWARD	21D SEDGWICK ST	Titan Roofing	REROOF	5,500.00	52.25		Yes -If yes attach report		Yes	N/A	No	No
76814	Kimble Professional	10 Island Ave Ste 4	THE SIGN GUY	Change of Use to Professional Office, Install Hanging Signage 5.0 sf & Door Decals	1,000.00	15.00			1/20/2026	Yes	N/A	No	
76811	Seven Performance LLC dba Seven Wellness	2 Traders Alley Ste 104		Window Decal Signage 2'x3'	25.00	15.00			1/14/2026	Yes	Zone AE	Yes-Elevation Cert. Not Required	
76812	WAYNE PROUDFOOT-CPG TRUCKING	141 MORTON AVE		SIGNAGE (4'X8')	132.60	15.00		No	1/5/2026		N/A	No	No
76813	CALVIN VAN NGUYEN-LUXURY NAILS SPA	4 NORTHRI DGE STE 104	THE SIGN GUY	REPLACING EXISTING PANELS (SIGNAGE)	1,858.00	15.00	A Commercial Property	No	12/19/2025	No	Zone A	Yes-Elevation Cert. Not Required	No
					28,515.60	282.25							

Group Total: 6

Group: Residential (non-commercial)

76818	Karen Bryd	154 Randolph St	KBS CONTRACTING LLC	Wall Paneling	2,200.00	24.20				No	N/A	No	
76819	Bekki Leigh	34 1/2 Island Ave	WINDOW WORLD OF FAIRMONT	15 Replacement Windows	12,420.00	136.62		Yes -If yes attach report		Yes	N/A	No	
76817	Greg Kelley	146 Pocahontas St	DKM SERVICES	Stabilization of Foundation	5,000.00	55.00				No	N/A	No	
					19,620.00	215.82							

Group Total: 3

Group: Residential Electrical Fee

76816	ROGER LOUGH	12 COOPER ST		RECONNECT INSPECTION	1,999.00	100.00	B2 Single Family Residential (500 sq ft)	No		No	Zone AE	Yes-Elevation Cert. Not Required	No
					1,999.00	100.00							

Group Total: 1

Group: Zoning Application Fee

76814	Kimble Professional	10 Island Ave Ste 4	THE SIGN GUY	Change of Use to Professional Office, Install Hanging	1,000.00	20.00			1/20/2026	Yes	N/A	No	
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				Signage 5.0 sf & Door Decals									
76813	CALVIN VAN NGUYEN- LUXURY NAILS SPA	4 NORTHRI DGE STE 104	THE SIGN GUY	REPLACI NG EXISTIN G PANELS (SIGNAG E)	1,858.0 0	20.00	A Commer cial Property	No	12/19/2 025	No	Zon e A	Yes- Elevatio n Cert. Not Require d	No
76811	Seven Performa nce LLC dba Seven Wellness	2 Traders Alley Ste 104		Window Decal Signage 2'x3'	25.00	20.00			1/14/20 26	Yes	Zon e AE	Yes- Elevatio n Cert. Not Require d	
					2,883. 00	60.00							

Group Total: 3

					54,875 .60	758.0 7							
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Total Records: 14

2/5/2026

10. Fire Department Report – Chief J.B. Kimble – Chief Kimble reported that the department is transitioning from ESO to First Due software, and full reporting totals will be provided once the transition is complete. He noted that the department responded to 1,114 incidents in 2025, a 3.5% increase from the previous year. January began quietly, but the past several weeks have been significantly more active due to cold weather, slick roads, and multiple fire responses. He provided an update on Probationary Firefighter Josh Bowers, who has passed Firefighter I and Hazmat certifications, is completing live burn training, and will soon test for Firefighter II. He described Bowers as a strong and positive addition to the department.

The Chief further reported that the Training Center continues to progress, with double-walled burn rooms being added to extend the life of the facility. The first floor is expected to be ready for official burns within a week, with upper floors to follow. Chief Kimble discussed recent weather-related incidents, noting fewer vehicle accidents than expected but an increase in chimney fires. He encouraged residents to have chimneys inspected before use. He also reported on the department’s mental wellness peer support program, which continues to grow. A recent meeting hosted 24 participants from multiple counties, and the department has responded to seven peer-support callouts in the past two months.

a. Approval Services Offered - Chief Kimble presented the department’s annual Services Offered noting no changes from the previous year except the expansion of the swift water rescue team. The department now maintains two boats, a new trailer, and several technician-level certified members. One Washington District firefighter has joined the team for water-rescue response only, operating under Buckhannon Fire Department policies. He reiterated that the department automatically responds to five categories of emergency medical calls within city limits, while responses outside city limits occur only upon request from Upshur County EMS.

Reger/Sanders moved to approve the BFD Services Offered as presented. The motion carried.

Services Offered

The Buckhannon Fire Department (BFD) offers a variety of emergency and non-emergency services. The fire service in general has become involved in much more than fire mitigation. This organization is no exception. However, it is difficult to find why and how these services came to be offered. Many do not have a formal adoption or acknowledgement by the Authority Having Jurisdiction (AHJ).

For the Buckhannon Fire Department, the City of Buckhannon's governing body will be considered the Authority Having Jurisdiction. This may appear confusing since the Buckhannon Fire Department provides services to a first due area that spans a great deal further than the incorporation boundaries for the City of Buckhannon. This position is being taken in part because the Buckhannon Volunteer Fire Department's by-laws state that they automatically accept the Fire Chief hired by the City of Buckhannon as their Fire Chief. The City of Buckhannon also provides an operational budget in excess of \$1,200,000 which includes paid personnel, worker's compensation insurance, and the fire station itself. No other governing body has this level of investment in the Buckhannon Fire Department. However, it may be necessary at times to consult with the Upshur County Commission as they are the main governing body for those areas lying outside of the corporation limits.

Below is an outline of each emergency service the Buckhannon Fire Department offers. The outline will include a description of the service and the extent to which the service is provided. Following the emergency services section is a section containing a list of the non-emergency responses the Buckhannon Fire Department is dispatched to.

Emergency

Fire

Fire suppression is the most obvious service to be provided by the Buckhannon Fire Department. It is the reason for the creation of the fire service in general. The fire department responds to all different types of fires. This includes but is not limited to structural, vehicle, machinery, wildland, and utility. The department is committed to suppression, rescue, exposure protection, and salvage efforts in response to a fire emergency. The BFD's efforts end once the threats of life safety and property destruction have been mitigated. The department currently has nobody certified to make a conclusive fire cause determination.

Technical Rescue

Technical rescue has largely become a part of the fire service in general. The Buckhannon Fire Department has provided technical rescue services for many years. These services include responses to the following incident types: vehicle extrication, confined space rescues, rope rescues, water rescues, and wilderness search and rescue. The BFD's involvement in each of these varies. The department is capable of handling extrication from any vehicle type. The confined space, specialized trench rescue and collapse services offered are all at the operations level. Swiftwater rescue has been increased to technician level. We are currently planning and developing plans for the completion of the training facility located at Mud Lick Road that will enhance the opportunity to provide advanced training in each of these disciplines.

Examples of incidents within scope:

- Swiftwater rescue
- Motor vehicle accident with entrapment
- ATV accident over an embankment
- Vehicle stalled out in standing floodwater
- Witnessed drowning with visible victim
- Occupants stuck in an elevator
- Child locked in a vehicle

Examples of incidents not within scope:

- Building collapse
- Utility worker stuck in a hole from collapsing soil

Emergency Medical Service (EMS)

Medical incidents have increased across the United States and the fire service has been identified as a solution to response inadequacies. The BFD's role has changed dramatically over the course of the last decade. This began when the AHJ decided all career firefighters employed by the City of Buckhannon would become Emergency Medical Technicians (EMT). During this time the department responded only at the request of Upshur County EMS. When the department moved to two personnel per shift they began responding to cardiac arrests as part of the initial dispatch inside the city. In 2018 this was expanded to include all emergency medical call types which the other Upshur County fire departments respond to automatically. Outside of the city limits the BFD responds only at the request of Upshur County EMS. The department is capable of providing in field assessment and most treatment capabilities at the EMT level in the state of West Virginia but has no transport capabilities.

Hazardous Materials (HazMat)

Hazardous materials incidents vary greatly in magnitude. The department responds to all potential hazardous materials incidents within the first due response area. The goals for this response are the immediate rescue of victims, evacuation of potential victims, containment of the substance, and notifying the appropriate resources. The department is not involved in the cleanup of hazardous materials. The department is also not trained or equipped to identify unknown chemicals. The majority of the department's responses to hazardous materials involve natural gas, carbon monoxide, and flammable liquid spills of less than 5 gallons. The biggest identified hazard in this category within our community is the chlorine storage at the water treatment facility.

Non-Emergency Response List

- Patient lifting assistance upon request
- Animal rescue
- Vehicle accidents with no injuries

- Traffic control
- Water in basements (when staffing allows)
- Utility line down

b. Approval Fire Response Standards of Cover - Chief Kimble presented the annual review of the Fire Department's Fire Response Standards of Coverage, explaining how staffing and apparatus needs are evaluated for low-, moderate-, and high-risk fire incidents. Low-risk incidents typically require four personnel and one engine, while higher-risk residential or commercial fires require additional staffing and equipment. He explained that after each moderate- or high-risk structure fire, the department conducts an after-action review to determine how long it took to assemble the effective response force. Current data shows it takes approximately 24 minutes to reach the required 16 personnel for a moderate-risk fire and about 35 minutes to reach the 27-person benchmark for high-risk incidents. These times reflect limited staffing and the distance of mutual aid partners. Chief Kimble emphasized that these benchmarks are goals, not mandates, and are based on both local data and national standards. He noted that NFPA guidelines call for 15 personnel on scene within nine minutes in communities similar to Buckhannon—standards the department cannot meet with current resources. The State Fire Marshal's Office provides minimal data for this process. Council acknowledged the report and agreed that the standards serve as important performance goals to guide effective emergency response.

Sanders/Bucklew moved to approve the BFD Fire Response Standards of Cover as presented. The motion carried.

Fire Response Standards of Cover

Risk Analysis

The Buckhannon Fire Department's (BFD) response area is comprised largely of three-family or less residential dwellings and single-story commercial occupancies. The predominant construction type for structures is type V wood frame construction. The majority of structure fire responses are to buildings that fit these descriptors.

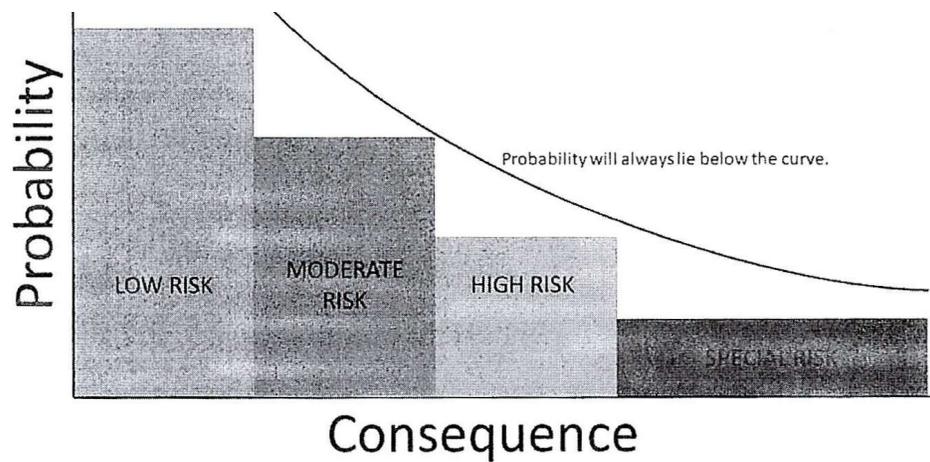
The fire risk analysis for the response area describes the level of overall risk to the citizens by considering the probability and consequences for each event type. The level of consequences was created by considering potential life hazards, economic impact, and overall impact on the quality of life. By utilizing this method, the following levels for fire related hazards have been established:

Low Risk: Fire related hazards involving utility distribution poles, trash/rubbish, small vegetation areas, and buildings that are detached from residential structures and used for storage. Examples of events posing this risk level are: transformer fires, dumpster fires, mulch fires, and storage shed fires.

Moderate Risk: These hazard areas are going to have an impact on a specific area or limited amount of residents within the community. This includes residential dwellings of less than three-family occupancies and less than 5,000 square feet. Commercial occupancies of less than 5,000 square feet will also be in this risk level. Examples of events within this category are: house fires, restaurant fires, and mobile home fires.

High Risk: Occupancies that fall into this category will have significant impact on the community but generally have a lower probability of occurring. Residential structures that are greater than three-family and/or 5,000 square feet will be in the high-risk category. This level also includes fires in commercial occupancies greater than 5,000 square feet, hotels/motels, strip malls, nursing facilities, educational institutions, and industrial facilities.

Special Risks: The response area also includes some buildings that pose severe consequences, are rare in existence, and require special site-specific planning. The areas identified in this level are the college dormitories, hospital, and high rise.



Critical Task Analysis

Incidents involving fire suppression can vary greatly in their needs. This is in large part due to the many physical factors associated with building construction, fire protection systems, occupancy type, and building contents. The time it takes for an emergency to be perceived and the 911 call placed also vary which determines how long the fire has been able to grow prior to the arrival of emergency personnel.

Because of the previously mentioned factors, it is difficult to determine a number of firefighters needed for every risk level that would cover every incident. The number of firefighters needed on each incident could be less or more than what is determined through the critical task analysis. This could be due to weather related stressors, heavy content, or a greater life safety factor than anticipated. It is also a probability that many times the tasks allocated to this number of members may vary from the distribution in the chart. The BFD relies heavily on its officers to call for additional or more appropriate resources when necessary to mitigate the incident at hand.

The Effective Response Force (ERF) derived from the critical task analysis may be obtained by the response of the Buckhannon Fire Department and automatic aid. When creating the ERF standard operating guidelines, training and staffing were considered as variables that could impact operations. Being a combination department, the first apparatus deployed by the department will be an engine staffed with a minimum of two firefighters. The department strives to have a three-person engine company responding as the initial apparatus, utilizing volunteer coverage for the third person. This engine crew will be responsible for establishing the initial incident commander, conducting a 360-degree size-up, developing the initial incident action plan, performing any actions to save a known life in

immediate danger, and making initial suppression efforts from outside the structure. This initial response is prohibited from making any interior attack until a four-person response has been achieved, without a known immediate life hazard.

Low Risk – Fire	
Critical Task	Number of Staff
Command & Safety	1
Fire Attack	2
Pump Operations	1
Effective Response Force	4
Apparatus	1 Engine (1250gpm)

Moderate Risk – Fire	
Critical Task	Number of Staff
Command & Safety	2
Fire Attack	2
Back Up Attack Crew	2
Search	2
Ventilation	1
Water Supply	1
Utility Control	1
Pump Operations	1
Rapid Intervention Team	2
Rehab	2
Effective Response Force	16
Apparatus	3 Engines (3000gpm)

High/Special Risk – Fire	
Critical Task	Number of Staff
Command & Safety	3
Fire Attack	4
Back Up Attack Crew	4
Search	2
Ventilation	2
Water Supply	1
Utility Control	1
Pump Operations	2
Aerial Operations	1
Rapid Intervention Team	4
Rehab	3
Effective Response Force	27
Apparatus	4 Engines (5000gpm) and 1 Aerial

During High and Special Risk events it may be necessary to obtain resources and manpower to meet the needs of the incident from agencies outside of our automatic aid. This may be due to manpower needs or specialized equipment. For example, some of the industrial sites in our first due may involve flammable liquids that could create the need for a large quantity of class B foam. The Buckhannon Fire Department keeps mutual aid agreements on file with multiple departments to fill these needs when they arise.

10. City Attorney’s Report – Thomas J. O’Neill - City Attorney Tom O’Neill reported that the first hearing in the condemnation process for the new Water Treatment Plant property is scheduled for February 25. He will attend the hearing with City Engineer Jay Hollen. No additional City representation is required, though the hearing is open to the public. O’Neill noted that the City must deposit its estimate of just compensation with the Circuit Clerk before the hearing and will coordinate with the Finance Office to ensure it is completed.

a. Draft/Possible Approval Ordinance No. 477 Amending Ordinance No. 475 Municipal Purchasing 1st Reading – Mr. O’Neill then presented Ordinance No. 477 for its first reading. The ordinance increases the purchasing threshold established under Ordinance No. 438, raising the limit from \$25,000 to \$50,000 before formal purchasing procedures are triggered. He explained that the change was requested by several departments due to rising costs and to reduce unnecessary administrative burden. Council briefly discussed the update, noting that the previous \$25,000 threshold is no longer practical.

Randall/Zuliani moved to approve Ordinance No. 477 Amending Ordinance No. 475 Municipal Purchasing 1st Reading. The motion carried.

ORDINANCE NO. 477 OF THE CITY OF BUCKHANNON, AN ORDINANCE PROVIDING FOR THE EXPENDITURE OF PUBLIC FUNDS FOR THE PURCHASE OF MATERIALS, SUPPLIES AND EQUIPMENT, INCREASING THE THRESHOLD PURCHASING AMOUNT ABOVE WHICH THE PROVISIONS OF ORDINANCE NO. 438 SHALL BE EFFECTIVE, AND PROVIDING FOR SEVERABILITY

WHEREAS, West Virginia Code §8-12-10 empowers a municipality to provide for the central purchasing of materials, supplies, or equipment, including motor vehicles; and,

WHEREAS, said Code provides that any ordinance adopted in accordance therewith “shall supercede any provision pertaining to competitive bidding contained in the special legislative charter of such municipality”; and,

WHEREAS, by Ordinance No. 438, the Council of the City of Buckhannon established certain purchasing procedures and requirements; and,

WHEREAS, the Council of the City of Buckhannon desires to increase the purchasing threshold for applicability of its purchasing ordinance, as amended; and,

WHEREAS, the Council of the City of Buckhannon desires to conform its purchasing practices to those permitted under this provision of the Code of West Virginia; and,

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

ARTICLE I – PURCHASING THRESHOLD UNDER ORDINANCE NO. 438:

ORDINANCE NO. 438 IS HEREBY AMENDED AS FOLLOWS:

(a) The purchase of any materials, supplies, or equipment having a price of more than fifty thousand dollars (\$50,000) shall be memorialized by a contract, or other writing, authorized by the City Council: *Provided*, that the City Council may by motion subsequently ratify purchases made by its employees or agents in the event of a mistake of law or fact. Motor vehicles are expressly included within the definition of “equipment” for purposes of this Ordinance.

(b) Any and all other provisions of Ordinance No. 438 not otherwise amended herein remain in full force and effect.

ARTICLE II – SEVERABILITY:

In the event that any provision of this Ordinance is determined to be unconstitutional or otherwise invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically determined to be unconstitutional or invalid.

ARTICLE III – EFFECTIVE DATE:

This Ordinance shall be effective thirty (30) days following the second (2nd) reading, passage and adoption by the Council of the City of Buckhannon, i.e., March 21, 2026.

FIRST READING:	February 5, 2026
SECOND READING, PASSAGE AND ADOPTION:	February 19, 2026

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 477 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on February 19, 2026.

Randall H. Sanders, City Recorder

11. New Business Discussion - Mayor Skinner provided an overview of the following request, combining them into one action:

a. Appointment Buckhannon Upshur Airport Authority -Jarod Ramsey - Mayor Skinner informed Council that the Buckhannon–Upshur Regional Airport Authority has capacity for an additional City representative and requested Council’s approval to appoint Jared Ramsey to fill the position. The Mayor noted that the appointment would benefit both the Authority and the City.

Bucklew/Sanders moved to approve the appointment of Jarod Ramsey as a City representative to the Buckhannon Upshur Airport Authority. The motion carried.



PO Box 1042

Buckhannon, WV 26201

304-472-9437

November 17, 2025

Mayor Robbie Skinner III
Buckhannon City Council
70 East Main Street
Buckhannon, WV 26201

Dear Mayor Skinner and City Council Members,

After reviewing WV Code §8-29-4 and the FY 25 contribution made by the City of Buckhannon, the Buckhannon Upshur Airport Authority has voted to add additional seat(s) to be filled by appointment of the City Council. The contribution by the City for FY 25 was Twenty Thousand Dollars (\$20,000.00). This contribution equates to a total of four (4) available seats for FY 26. As of today, three of those seats do have active appointments. One new seat is available to be filled. I have enclosed a list of current and available seats for your information. I do ask that you consider a two year appointment for the initial term of the new seat in order to stagger the expiration of terms.

The Airport Authority would be happy to make recommendations for appointments based on interest and qualifications should the City Council decide to add the seat and list the vacancy. If you have any questions or I can be of assistance I can be reached at (304) 472-9437 ext. 101.

Sincerely,

Jennifer L. Powers
Airport Manager

b. Appointment Planning Commission Vacancy - Mayor Skinner noted that Paula McGrew, previously appointed to the Planning Commission, has stepped down due to family health matters. He requested Council's approval to appoint Stephanie Rockwell to fill the vacancy. The Mayor highlighted Rockwell's significant investment in the community, including redevelopment of the former Woody's Car Wash property, operation of a boutique with upstairs apartments, and restoration work on a residence on Florida Street. He stated she would be a strong addition to the Planning Commission.

Reger/Randall moved to approve the appointment of Stephanie Rockwell to fill the Planning Commission vacancy. The motion carried.

c. Approval to Observe Christmas Eve 2026 as a Holiday - Mayor Skinner requested Council's approval to formally add Christmas Eve 2026 as an observed holiday for City employees. He noted that Christmas Eve is not included in the State of West Virginia's standard holiday list, which often results in last-minute gubernatorial announcements. To avoid future uncertainty and scheduling challenges, the Mayor recommended that Christmas Eve be designated a planned City holiday for 2026 so employees can prepare accordingly.

Sanders/Bucklew moved to approve the City observing Christmas Eve 2026 as a holiday. The motion carried.

12. Council Members' Remarks and Announcements

Scott Randall: Councilmember Randall expressed his appreciation for the opportunity to continue serving the community. He offered well-wishes to Wyatt, noting his strong representation of Wesleyan and its values. Randall also commended Appalachian Impact as a unique and valuable addition to the community and congratulated newly certified firefighter Josh Bowers.

Pamela Bucklew: Councilmember Bucklew stated that Councilmember Randall had already expressed the sentiments she intended to share. She added that she was glad to see the representatives from Appalachian Impact attend the meeting and encouraged them to return in the future.

Jack Reger: Councilmember Reger had no further comments.

Robert Zuliani: Councilmember Zuliani commended Appalachian Impact, stating that their work is

valuable to the community and that he is willing—both personally and as part of Council—to support or help network on their behalf. He also praised City workers for their continued outstanding performance, particularly in maintaining garbage and waste collection schedules and keeping roads cleared and salted during recent winter weather.

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

a. Report of Events, Correspondence, and Information

- i. CAC Gallery Showcases Al Tucker’s WV Photography through February 28**
- ii. WVWC Present Maltby & Shire’s “Closer Than Ever” February 12-14**

b. Upcoming Events at The Event Center at Brushy Fork

- i. February 7, 2026 – BUHS Band Booster Bingo Fundraiser**
- ii. February 13, 2026 – Vitalant Blood Drive provided by WVU Medicine St. Joseph’s Hospital and the Rotary Club of Buckhannon-Upshur**
- iii. February 14, 2026 – Hands and Hearts for Christ Fundraiser**
- iv. March 21, 2026 – Central WV Friends of the NRA (to be rescheduled)**

14. Mayor’s Remarks and Announcements - Mayor Skinner extended his gratitude to all and wished everyone a safe and wonderful weekend.

15. Declaration of Adjournment

At 7:45 p.m., Sanders moved to adjourn the February 5, 2026 City Council meeting.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____