

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

A regular meeting of the Buckhannon City Council was held on Thursday, March 19, 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 Police Department             | Chief Matt Gregory | Present |
| Buckhannon Fire Department               | Chief JB Kimble    | Present |
| Director of Public Works                 | Ethan Crosten      | Present |
| City Hall Office Manager                 | Barbara Hinkle     | Present |
| Media:                                   |                    |         |
| Channel 3                                | Dennis Cortes      | Present |
| MyBuckhannon.com                         | Brian Bergstrom    | Present |
| Record Delta                             | Noah Jeffries      | Present |

Guests: Christine Major, GTM: Dr. Time Reese, GTM; Misti Elmore; Marsha Bowser; Sarah Snyder; Esme; Dylan Major; Marcus Miller; Ronald Allen; Josh Bowers; Bray Boggs, WVWC; William Courtney; Cole Bender; Stephen Warner; Terry Warner; Don Elmore; Shane Jenkins; Sophia Wigal & Kim Wigal; Tanner Smith; Caleb Elmore; Sheila Sumpter; Kevin Queen; Keith Talbert; Cole Kelley; Nic Rice; Jansen Kimble; Kourtney Jones; Brian Elmore; Jim Valenson.

*Council of the City of Buckhannon  
Public Meeting Agenda  
7:00 PM | Thursday, March 19, 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 03/03/2026, Special 03/03/26 & 03/10/26
5. Recognition of Guests
  - a. Sophia Wigal, Volunteer Race Director, Tunnel to Towers Foundation Ripley 5K
    - i. Request Financial Sponsorship
  - b. West Virginia Wesleyan College Student Senate Bray Boggs
  - c. BPD & BFD Life Saving Award Presentation
    - i. Sergeant Tom Posey
    - ii. PFC Jonathan Warner
    - iii. Patrolman Dylan Major
    - iv. WVSP Caleb Elmore
    - v. UCEMS Kevin Queen
6. Public Comment – Motion to Open & Close Requested
7. Financial Report – Director of Finance Amberle Jenkins
  - a. Approval Budget for Fiscal Year 2026/2027
  - b. Approval Payment of Bills
8. Public Works Report – Director of Public Works, Ethan Crosten
  - a. Approval/Authorization to Participate with Partner Auction Services For Sale of Miscellaneous Surplus Equipment
  - b. Report of Zoning and Code Enforcement – Approve Building and Wiring Permits

9. Police Department Report – Chief Matthew Gregory
10. City Attorney’s Report – Thomas J. O’Neill
11. New Business Discussions
  - a. Approval Appointment Colonial Arts Center Board -BJ Hoffman
12. Council Members’ Remarks and Announcements
13. City Recorder’s Report, Remarks, and Announcement
  - a. Report of Events, Remarks, and Announcements
    - i. March 26-29, 2026 BCT Presents “The Iliad, The Odyssey, and All of Greek Mythology in 99 Minutes or Less” at CAC
    - ii. April 29, 2026 Zoning Board of Appeals
      - i. FOIA Request from SBA Communications Corp. re: Cell Tower Proposals
  - b. Upcoming Events at The Event Center at Brushy Fork
    - i. March 27, 2026 Mountain State Wrestling Federation Event
    - ii. April 8, 2026 The State of the Corridor Event
    - iii. April 11, 2026 Ducks Unlimited Event
    - iv. April 16, 2026, Training for Upshur County Election Workers
    - v. April 18, 2026, The SETH Project
    - vi. April 20, 2026, Training for Upshur County Election Workers
    - vii. April 25, 2026 B-UHS Prom
14. Mayor’s Remarks and Announcements
15. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on March 16, 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 meeting to order.

**2. Moment of Silent Reflection:** Mayor Skinner invited all to join a moment of silent reflection.

**3. Pledge of Allegiance:** Mayor Skinner led the Pledge of Allegiance.

**4. Approval of Previous Meeting Minutes: Regular 03/03/2026, Special 03/03/26 & 03/10/26** – Mayor Skinner noted that only the Meeting Minutes for 03/03/2026 were available for consideration and asked for corrections or approval as presented.

**Reger / Zuliani moved to approve the minutes of the 03/03/2026 meetings as presented. The motion carried.**

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

**a. Sophia Wigal, Volunteer Race Director, Tunnel to Towers Foundation Ripley 5K Run & Walk**

**i. Request Financial Sponsorship** - Sophia Wigal, Volunteer Race Director for the Tunnel to Towers Foundation’s Ripley 5K Run & Walk, requested financial sponsorship for the 2026 event. She provided a brief overview of the Foundation’s mission supporting Gold Star families, families of fallen first responders, and catastrophically injured service members. She noted that 93% of funds raised go directly to program services and that the Ripley event has generated more than \$100,000 over the past four years.

Ms. Wigal stated that a verbal commitment is needed by April 6 for sponsor recognition on event materials. The 2026 race will be held on May 9 in Ripley. Following her remarks, Mayor Skinner thanked her and referred the sponsorship request to the Revenue & Expense Review Committee for evaluation and recommendation.



## FACT SHEET

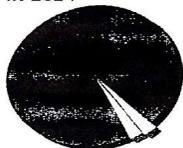
### OUR MISSION

On September 11, 2001, FDNY firefighter Stephen Siller laid down his life to save others when America was attacked. For 25 years, the Tunnel to Towers Foundation has honored Stephen's legacy by supporting the heroes who continue to risk life and limb in the line of duty.

To date, Tunnel to Towers has delivered over 1,700 mortgage-free homes to our nation's heroes and committed over \$1 billion across all of our programs.

This year, in tribute to the 343 FDNY firefighters lost on 9/11, the Foundation is delivering 343 mortgage-free homes to catastrophically injured veterans and first responders, as well as Gold Star families and families of fallen first responders who leave behind young children. We are also committed to eradicating veteran homelessness and helping America to Never Forget September 11, 2001.

### ACCOUNTABILITY & TRANSPARENCY IN 2024



**93%**  
of Fundraising Dollars  
Went Directly to Programs

Fundraising Management & General

Tunnel to Towers is committed to practicing sound fiscal management, organizational efficiency and program integrity.

The Foundation keeps fundraising and administrative costs to a minimum, with only a small percentage of funds allocated to overhead expenses.

In 2024, the Foundation's program service percentage on average was 93% — 93 cents out of every dollar went directly to our programs and services.

For ten years running, the Foundation has achieved the highest rating, four stars, from Charity Navigator, the nation's largest and most-utilized evaluator of charities.



### 2026 Sponsorship Levels

Ripley, WV – Saturday, May 9

#### \$250 Booster Sponsorship

- Promotion on event website (logo & URL)
- Packet pickup item insert (flyer only; provided by sponsor)
- Thank-you announcement by the emcee on event day
- One shared post on social media page(s)

#### \$500 Liberty Sponsorship

- All perks from previous tier
- Packet pickup item insert (physical item or flyer; provided by sponsor)
- Logo will be posted at the event
- Two free registrations (may be used by employees, friends or family)

#### \$1000 Our Bravest Sponsorship

- All perks from previous tier
- Logo on event T-shirts – lower row (submit logo 6 weeks prior to event)
- Mention in participant packet pickup email
- Product sampling or giveaway opportunity at event
- Tabling opportunity at the event
- Proud supporter sign for business
- Two free registrations (may be used by employees, friends or family)

#### \$2500 Champion Sponsorship

- All perks from previous tier
- Upgraded logo placement on event T-shirts- middle row (submit logo 6 weeks prior to event)
- Dedicated social media post thanking the sponsor from event social media page(s)
- Mention in post-race recap email
- Mile marker signage (submit logo 6 weeks prior)
- Four free registrations (may be used by employees, friends or family)

#### \$5000 Patriot Sponsorship

- All perks from previous tier
- Premium logo placement on T-Shirts – just below national and presenting sponsors (submit logo 6 weeks prior to event)
- Start/finish line signage (submit logo 6 weeks prior)
- Branded water station signage – if available ("Water Station presented by (Company Name) (submit logo 6 weeks prior to event)
- Two dedicated social media posts thanking the sponsor from the event social media page(s)
- Upgraded to six free registrations (may be used by employees, friends or family)

#### \$10,000 Presenting Sponsorship

- All perks from previous tier
- Upgraded to only logo on the top line of our local sponsors on event T-shirts (submit logo 6 weeks prior to event)
- Exclusive category rights (e.g., "Only Bank Sponsor", assuming no competing sponsors already confirmed)
- "Presenting Sponsor" title
- Speaking opportunity before or after the race
- Branded finish line break tape (submit logo 6 weeks prior to event)
- Logo on race bibs (submit logo 6 weeks prior)
- Inclusion in Official Press Release/Media Alert
- Three dedicated social media posts from event social media page(s)
- Upgraded to Ten free registrations (may be used by employees, friends or family)

For more details on sponsoring this event, please contact the local organizers at Ripley@t2t.org

Please make check payable to

**The Tunnel to Towers Foundation**

501c3, Identification #02-0554654  
2361 Hylan Blvd., Staten Island, NY 10306 Attn: Adam Santamaria  
Add Memo on check: T2T Ripley 5K

### IN THE LINE OF DUTY PROGRAMS

To honor the lives lost on September 11, 2001, the Tunnel to Towers Foundation developed the In the Line of Duty Program, which provides mortgage-free homes to our nation's catastrophically injured veterans and first responders, as well as Gold Star families and families of fallen first responders who leave behind young children.

#### SMART HOME PROGRAM

The Foundation builds specially-adapted, mortgage-free smart homes that help our most catastrophically injured veterans and first responders to reclaim their day-to-day independence.

#### FALLEN FIRST RESPONDER HOME PROGRAM

The Foundation pays off the mortgages for the families of law enforcement officers and firefighters who are killed in the line of duty or pass away from 9/11-related illnesses, and leave behind young children.

#### GOLD STAR FAMILY HOME PROGRAM

The Foundation honors the legacy of those who have made the ultimate sacrifice while serving our country by providing the surviving spouses and young children with mortgage-free homes or paying off their mortgages.

### HOMELESS VETERAN PROGRAM

In 2022, the Tunnel to Towers Foundation launched a new national campaign to eradicate homelessness in the veteran community. This program provides a stable home and a wide range of needed services to diagnose and solve the root causes of veteran homelessness, addressing a veteran's specific emotional, financial, and physical needs.

Since the program's inception, Tunnel to Towers has provided over 17,500 of America's homeless veterans with housing assistance and services. The Foundation believes no veteran should be living on the streets of the country they signed up to protect.

### NEVER FORGET PROGRAMS

The Tunnel to Towers Foundation made a promise to "NEVER FORGET" those lost on 9/11 and the continued impact the attacks have on America and its first responders.

To keep that promise, the Foundation engages people in events across America and is educating future generations. The Foundation launched the Tunnel to Towers 9/11 Institute™ in 2022.

The Institute comprises 9/11 Curriculum, the "Discovering Heroes®" Book series, a 9/11 Speakers Bureau, the 9/11 NEVER FORGET Mobile Exhibit and Russell F. Siller Memorial Scholarships.

The Tunnel to Towers 9/11 Institute™ Curriculum Units are unique and age appropriate for all K-12 students. Our 9/11 Curriculum is in use in all 50 states and Puerto Rico.

**b. West Virginia Wesleyan College Student Senate Bray Boggs** - Bray Boggs, junior Political Science major at West Virginia Wesleyan College (WVWC), introduced himself and reported that he recently concluded his term as Student Senate President and has transitioned into the role of Alumni and Community Relations Chair. He then provided the Council with the following updates from WVWC:

- Wesleyan will receive \$2.583 million in Congressionally Directed Spending through the U.S. Department of Education, secured with the support of Senator Shelley Moore Capito. The funding will be used for critical HVAC improvements across campus.
- West Virginia SpaceTrek Program—a women in STEM initiative for students in grades 9–12 and incoming college freshmen—will hold its residential summer session on the Wesleyan campus from July 12–25, 2026. The program, offered in partnership with Morehead State University and TMC Technologies, provides hands-on training in space systems engineering and satellite technology.
- The West Virginia Scholar Competition, which awards a full-ride scholarship to Wesleyan, is now open to all 11th-grade students statewide through MetroNews.
- The BSU Business Expo was held earlier in the day, connecting students with entrepreneurs and professionals through vendor booths, workshops, and presentations.
- On March 26, fifty students will travel to Washington, D.C., to meet with Wesleyan alumni in public- and private-sector roles, explore internship opportunities, and build professional networks.
- The WE LEAD Animal Welfare Team is conducting a pet supply drive through March 27, with donation boxes located in the Library and Chapel.
- WWC has reported strong recruitment for creative arts, athletics, and service scholar programs, noting that 15 Buckhannon students have already committed to enroll for the fall semester, with additional enrollment data forthcoming.
- Wesleyan offers a \$ 1,000-per-semester room discount to students from Upshur, Lewis, Randolph, Harrison, and Barbour counties.
- He also noted that all spring athletic events—including softball, baseball, lacrosse, track, and tennis—are free and open to the public.

Mr. Boggs concluded by announcing that the Student Senate will host a candidate forum on April 15 in the Performing Arts Center for all candidates running for the Board of Education, City Council, and County Commission.

### **c. BPD & BFD Life Saving Award Presentation**

#### **i. Sergeant Tom Posey**

#### **ii. PFC Jonathan Warner**

#### **iii. Patrolman Dylan Major**

#### **iv. WVSP Caleb Elmore**

#### **v. UCEMS Kevin Queen**

Police Chief Matthew Gregory and Fire Chief J.B. Kimble were invited to the podium for a joint recognition ceremony honoring recent life-saving actions by members of the Buckhannon Police Department and the Buckhannon Fire Department. Chief Gregory opened the presentation by noting that the evening marked a special occasion to acknowledge officers whose actions in recent months rose above and beyond the normal call of duty.

Chief Gregory provided an overview of the Buckhannon Police Department's formal award system, explaining that the department maintains six medals recognizing exemplary service, describing each medal and its criteria:

- **Safe Driving Award** – for three years of accident-free or no-fault driving.
- **Police Conduct Medal** – awarded every five years to officers with no sustained complaints.
- **Life Saving Award** – presented to officers whose actions directly save the life of another person.
- **Meritorious Police Duty Award** – for significant contributions through new programs or investigative work.
- **Excellent Police Duty Award** – for major casework or substantial contributions to departmental operations.
- **Medal of Valor** – the department's highest honor, equivalent in significance to the military's Medal of Honor, awarded for extraordinary bravery and sacrifice beyond the normal call of duty.

Chief Gregory emphasized that the department's medals must be earned through demonstrated service. Officers may receive the same medal multiple times, with devices added to their uniforms to show repeat awards. He noted that the display serves both as recognition and motivation for officers to uphold these standards throughout their careers. With that context, Chief Gregory stated that the purpose of the evening was to present Life Saving Awards to three officers whose recent actions met the criteria for this honor.

Chief Gregory continued the presentation by recognizing two officers whose actions in January 2026 directly saved the life of a juvenile in crisis. He explained that heroism is not always defined by dramatic physical acts; it can also be demonstrated through compassion, patience, and human connection. He noted that the body camera footage of the incident, which cannot be shown publicly due to the juvenile's age, was so moving that it brought members of the Prosecutor's Office to tears.

Chief Gregory recounted that on Saturday, January 3, 2026, Patrolman Dylan Major and Sergeant Tom Posey were dispatched to the Poe Bridge on Marion Street for a report of a male juvenile sitting on the railing and threatening to jump into the icy Buckhannon River. The officers responded promptly, engaged the youth calmly, and worked to de-escalate the situation. Through their steady communication, they persuaded him to step down from the railing and accompany them to the safety and warmth of a police cruiser. Once secure, the juvenile tearfully asked for a hug, which both officers provided—an act Chief Gregory described as a profound example of human compassion in policing.

Chief Gregory then read the formal Life Saving Award citation into the record, noting that each officer would receive a copy and that the citation would be placed in their permanent personnel files. He invited Mayor Skinner to join him in presenting the medals.

Patrolman Dylan Major and Sergeant Tom Posey were then called forward and formally awarded the Buckhannon Police Department Life Saving Award for their prompt, unselfish, and compassionate actions that prevented the loss of a young life.

Before presenting the next Life Saving Award, Chief Gregory invited Fire Chief J.B. Kimble to provide background on the incident involving Patrolman First Class Jonathan Warner. Chief Kimble began by offering brief context on the three responders involved in the event: Kevin Queen, the newest career firefighter with the Buckhannon Fire Department and an Upshur County EMS employee; PFC Jonathan Warner, who serves both as a Buckhannon Police Department officer and an active volunteer firefighter; and WV State Trooper Caleb Elmore, who grew up in the fire service and is the son of a longtime BFD captain.

Chief Kimble recounted that on February 7, 2026, the Buckhannon Fire Department and mutual aid partners were dispatched to a serious structure fire within the city's first due area. These three responders arrived on scene before the first fire engine, encountering the chaotic and dangerous conditions typical of the opening minutes of a working structure fire. Several occupants were still inside the residence. Upon assessing the scene, the three men moved to the rear of the home, where they located an elderly woman trapped at the back door and unable to escape. Working together, they assisted her safely out of the structure. After ensuring her removal, PFC Warner and Trooper Elmore continued a perimeter check while Mr. Queen entered the home to conduct an upstairs sweep to confirm no additional occupants remained inside.

Chief Kimble emphasized that these actions—performed by two police officers and an EMS provider acting outside their normal duties—demonstrated exceptional bravery, initiative, and interagency teamwork. He noted that the camaraderie among today's young first responders mirrors the strong cross-department relationships that once defined the firehouse culture decades ago, and he praised the renewed spirit of cooperation among police, fire, and EMS personnel.

Chief Gregory then resumed the presentation to formally recognize PFC Jonathan Warner for his role in the rescue and to present him with the Buckhannon Police Department Life Saving Award for his actions during the February 7th structure fire.

Following Chief Kimble's remarks, Chief Gregory read into the record the official citation recognizing Patrolman First Class Jonathan Warner for his life-saving actions during the February 7, 2026, structure fire.

Chief Gregory stated that on Saturday, February 7, 2026, PFC Warner responded to Kalafat Drive to assist emergency personnel at an active residential fire. Upon arrival, he immediately began rendering aid. A female occupant with limited mobility had reached the back porch but was unable to evacuate the home on her own. PFC Warner, working alongside Trooper Caleb Elmore, assisted

the woman in safely exiting the structure and moving her away from danger. After ensuring her safety, PFC Warner continued to support members of the Buckhannon Fire Department as they worked to contain and extinguish the fire. Chief Gregory noted that Warner's dual training as a police officer and volunteer firefighter proved invaluable during the incident.

Chief Gregory concluded that PFC Warner's prompt, unselfish, and compassionate actions directly contributed to saving a life. For these efforts, Patrolman First Class Jonathan Warner was formally awarded the Buckhannon Police Department Life Saving Award. Mayor Skinner joined Chief Gregory in presenting the medal, and a copy of the citation will be placed in Warner's permanent personnel file.



Following the brief recess, Mayor Skinner reported that he had spoken with Shane Jenkins, President of the West Virginia Strawberry Festival Association, to see whether he wished to provide any updates while present at the meeting. Although Mr. Jenkins did not offer a formal report, the Mayor shared several announcements on the Festival's behalf. He noted that the Festival announced earlier in the day that former West Virginia University football player Owen Schmitt will serve as Grand Marshal for the Grand Feature Parade. The Mayor added that the Festival Association is very close to finalizing the Saturday night headliner for the concert series and is also

narrowing the list of potential Friday night performers. Final confirmations are expected soon. The Mayor stated that Mr. Jenkins plans to return at the first Council meeting in April to provide a full update once all entertainment and event details can be officially announced.

**6. Public Comment—Motion to Open & Close Requested** – There were no persons who wished to address the Council, so no action was necessary.

Mayor Skinner noted that City Attorney Tom O’Neill had requested to give his report earlier in the agenda due to travel obligations. Council agreed to move his report forward (**see 10. City Attorney’s Report – Thomas J. O’Neill**).

Mr. O’Neill stated that he had no items requiring Council action but provided several updates on ongoing matters:

- **Mowing Contracts:** Draft contracts for both the cemetery and city properties have been prepared and will be ready for approval by the Consolidated Public Works Board in the coming week.
- **Council Inquiries:** He is conducting research on several questions raised by Council members and will circulate written responses once complete.
- **Water Treatment Plant – Property Issue:** Mr. O’Neill reported a newly identified issue involving a narrow strip of land located between the A&O Railroad alignment and the Buckhannon River. While the City does not need this property to construct the new water treatment plant, an easement will be required to install the new water intakes. Preliminary checks of property tax records have not clearly identified the owner. He emphasized that this development does not pose a problem or delay for the project but is simply a matter that must be resolved in due course. Additional research is underway.

Council members asked for updates on two additional matters:

- **Codification Project:** Mr. O’Neill confirmed that American Legal Publishing has received all ordinances, including those not previously posted online. The recodification process is underway and is expected to take seven to eight months from January, placing completion in mid-fall. Once finished, the Council will adopt the new code by ordinance.
- **Property Swap with West Virginia Wesleyan College:** Mr. O’Neill noted that the City has completed all required steps, including surveys and preparation of its deed, and is now waiting for Wesleyan to prepare and deliver its corresponding deed. He suggested that escalation to College leadership may be necessary if progress does not resume. The Mayor and Council agreed to be advised as needed.

Mr. O’Neill concluded his report and thanked the Council for accommodating his schedule. The Mayor wished him safe travels.

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

Amby report 3-19-26

Balances in the Enterprise Funds February, 2026

|   |          |                |                                      |
|---|----------|----------------|--------------------------------------|
| Waste Collection Board                    | mm/cking | \$1,915,002.30 | cd/sav \$388,418.37                  |
|   |          |                | Plus a letter of credit for \$64,000 |
| Water Board                               | mm/cking | \$1,091,981.37 | work/capital & savings -\$944,762    |
| Water Project Fund (from \$6million loan) |          | \$5,007,432.89 |                                      |
| Sanitary Board                            | mm/cking | \$757,840.85   | work capital/cds \$496,732           |
| Storm water Fund                          | mm/cking | \$318,406.74   |                                      |

She then presented the following to the Council:

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

**Randall / Zuliani moved to approve the bills as presented. The motion carried.**

Amby report 3-19-26

Balances in the Enterprise Funds February, 2026

|   |          |                |                                      |
|---|----------|----------------|--------------------------------------|
| Waste Collection Board                    | mm/cking | \$1,915,002.30 | cd/sav \$388,418.37                  |
|   |          |                | Plus a letter of credit for \$64,000 |
| Water Board                               | mm/cking | \$1,091,981.37 | work/capital & savings -\$944,762    |
| Water Project Fund (from \$6million loan) |          | \$5,007,432.89 |                                      |
| Sanitary Board                            | mm/cking | \$757,840.85   | work capital/cds \$496,732           |
| Storm water Fund                          | mm/cking | \$318,406.74   |                                      |

MARCH 1-15, 2026 GENERAL FUND PAYMENT OF BILLS

**\$15,000.00** – WV STRAWBERRY FESTIVAL – FY 2025-26 ADDITIONAL CONTRIBUTION

**\$6,066.03** – EMC REPAIR SERVICE – REPAIRS TO ENGINES 1102, 1, 11 & 1101

**\$3,572.76** – TRADEWORX – POCAHONTAS STREET CURB LABOR

**\$3,276.00** – MOUNTAIN STATE PEST GUARD – SYCC TERMITE INSPECTION

**\$3,792.60** – VALLEY STEEL SERVICE – MATERIALS FOR TRAINING FACILITY

03-18-2026 03:03 PM

DISBURSEMENTS 03-01-26 TO 03-15-26

PAGE: 1

FUND: GENERAL FUND

| DEPARTMENT     | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT    |
|----------------|------------------------------|------------|----------------------|----------------------------|-----------|
| MAYOR'S OFFICE | WVAGP TREASURER              | 409-341-00 | MAYOR'S SUPPLIES & M | YRLY MMBRSHP 2026-2027     | 90.00     |
|                | ENCOVA INSURANCE             | 409-226-00 | MAYOR'S INSURANCE &  | WCN6007140 2.2.26-3.1.26   | 3.14      |
|                | WV PUBLIC EMPLOYEES INSURANC | 409-105-00 | MAYOR'S INSURANCE    | GF MARCH 2026 HEALTH INS   | 2,159.96  |
|                |                              | 409-105-00 | MAYOR'S INSURANCE    | GF MARCH 2026 RETIREE'S PR | 24.00     |
|                | WV STRAWBERRY FESTIVAL ASSOC | 409-341-05 | EVENT/FIREWORK EXPEN | ADDTL FY2026 WV STRAMBERRY | 15,000.00 |
|                | WV STATE AUDITOR'S OFFICE EL | 409-341-00 | MAYOR'S SUPPLIES & M | DEED FEE LT 15 BLK 20 RAND | 70.62     |
|                | TERESA SUMMERS               | 409-341-00 | MAYOR'S SUPPLIES & M | REIMB USB DRIVE ORDINANCE  | 8.43      |
|                | INTERNAL REVENUE SERVICE     | 409-104-00 | MAYOR'S F.I.C.A.     | FICA WITHHELD AND MATCHED  | 80.55     |
|                |                              | 409-104-00 | MAYOR'S F.I.C.A.     | MEDICARE WITHHELD & MATCHE | 18.84     |
|                | AMAZON.COM                   | 409-341-00 | MAYOR'S SUPPLIES & M | PCRD-SHINTENCHI BOOKSHELF  | 19.89     |
|                |                              | 409-341-00 | MAYOR'S SUPPLIES & M | PCRD-COLORED PRINTER PAPER | 13.80     |
|                |                              | 409-341-00 | MAYOR'S SUPPLIES & M | PCRD-PAPER TOWELS          | 7.24      |
|                |                              | 409-341-00 | MAYOR'S SUPPLIES & M | PCRD-STICKY NOTES PAPER CL | 30.57     |
|                | PAYFLEX - INSPIRA            | 409-105-00 | MAYOR'S INSURANCE    | GF FEB 2026 HSA FEES       | 6.50      |
|                | AT&T MOBILITY                | 409-211-00 | MAYOR'S TELEPHONE    | PCRD-FEB 26 CELL PHN & GEO | 41.41     |
|                | US POSTAL SERVICE (CMRS-FP)  | 409-218-00 | MAYOR'S POSTAGE      | MARCH 2026 POSTAGE BY PHNE | 250.00    |
|                | COLLECTION ACCOUNT 2         | 409-341-00 | MAYOR'S SUPPLIES & M | RECDESK FEB 2026 CC FEES   | 94.98     |
|                | AUTHORIZE.NET                | 409-341-00 | MAYOR'S SUPPLIES & M | PCRD-FEB 2025 RECDESK CC F | 15.70     |
|                | MOBISYSTEMS, INC             | 409-341-00 | MAYOR'S SUPPLIES & M | PCRD-ANNUAL PDF SOFTWARE   | 20.07     |
|                | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026      | 1,310.54  |
|                |                              |            | TOTAL:               | 19,266.24                  |           |
| COUNCIL        | UPSHUR COUNTY COMMISSION     | 410-460-00 | CAT CONTROL EXPENSE  | FEB 2026 2 CAT TRAPPINGS   | 20.00     |
|                | JOHN M SLAUGHTER II          | 410-460-00 | CAT CONTROL EXPENSE  | FEB 2026 2 CAT TRAPPINGS   | 40.00     |
|                |                              |            |                      | TOTAL:                     | 60.00     |
| TREASURER      | ENCOVA INSURANCE             | 413-226-00 | TREASURER'S INSURANC | WCN6007140 2.2.26-3.1.26   | 0.94      |
|                | WV PUBLIC EMPLOYEES INSURANC | 413-105-00 | TREASURER'S GROUP IN | GF MARCH 2026 HEALTH INS   | 1.98      |
|                |                              | 413-105-00 | TREASURER'S GROUP IN | GF MARCH 2026 RETIREE'S PR | 12.00     |
|                | INTERNAL REVENUE SERVICE     | 413-104-00 | TREASURER'S F.I.C.A. | FICA WITHHELD AND MATCHED  | 26.49     |
|                |                              | 413-104-00 | TREASURER'S F.I.C.A. | MEDICARE WITHHELD & MATCHE | 6.20      |
|                | PAYFLEX - INSPIRA            | 413-105-00 | TREASURER'S GROUP IN | GF FEB 2026 HSA FEES       | 3.25      |
|                | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026      | 427.31    |
|                |                              |            | TOTAL:               | 478.17                     |           |
| COURT          | ENCOVA INSURANCE             | 416-226-00 | POLICE JUDGE INS BON | WCN6007140 2.2.26-3.1.26   | 0.43      |
|                |                              |            |                      | TOTAL:                     | 0.43      |
| CITY ENGINEER  | ENCOVA INSURANCE             | 420-226-00 | CITY ENGINEER INS &  | WCN6007140 2.2.26-3.1.26   | 1.23      |
|                | INTERNAL REVENUE SERVICE     | 420-104-00 | CITY ENGINEER FICA T | FICA WITHHELD AND MATCHED  | 57.10     |
|                |                              | 420-104-00 | CITY ENGINEER FICA T | MEDICARE WITHHELD & MATCHE | 13.36     |

FUND: GENERAL FUND

| DEPARTMENT      | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT   |
|-----------------|------------------------------|------------|----------------------|----------------------------|----------|
|                 | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026      | 913.46   |
|                 |                              |            |                      | TOTAL:                     | 985.15   |
| HOUSING         | BUCKHANNON UTIL BOARDS       | 436-341-99 | CLEAN UP ASSISTANCE  | 45 CLEVELAND GOOD NGHBR    | 143.21   |
|                 |                              |            |                      | TOTAL:                     | 143.21   |
| ZONING          | ENCOVA INSURANCE             | 437-226-00 | ZONING INSURANCE & B | WCN6007140 2.2.26-3.1.26   | 80.01    |
|                 | WV PUBLIC EMPLOYEES INSURANC | 437-105-00 | ZONING HEALTH INS    | GF MARCH 2026 HEALTH INS   | 514.98   |
|                 |                              | 437-105-00 | ZONING HEALTH INS    | GF MARCH 2026 RETIREE'S PR | 12.00    |
|                 | INTERNAL REVENUE SERVICE     | 437-104-00 | ZONING F.I.C.A.      | FICA WITHHELD AND MATCHED  | 102.54   |
|                 |                              | 437-104-00 | ZONING F.I.C.A.      | MEDICARE WITHHELD & MATCHE | 23.98    |
|                 | PAYFLEX - INSPIRA            | 437-105-00 | ZONING HEALTH INS    | GF FEB 2026 HSA FEES       | 3.25     |
|                 | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026      | 1,653.85 |
|                 |                              |            |                      | TOTAL:                     | 2,390.61 |
| DATA PROCESSING | LYNX WV INC                  | 439-230-00 | DATA PROCESSING      | IT SERVICES MARCH 2026     | 450.00   |
|                 | OPTIMUM B2B, DEPT. 1264      | 439-230-00 | DATA PROCESSING      | MAR 2026 CH INTERNET       | 212.50   |
|                 | STRATEGY LLC                 | 439-230-00 | DATA PROCESSING      | MAR 2026 IT CONTRACT       | 1,750.00 |
|                 |                              |            |                      | TOTAL:                     | 2,412.50 |
| CITY HALL       | MON POWER                    | 440-213-00 | CITY HALL UTILITIES  | 110 088 782 062 70 E MAIN  | 1,364.20 |
|                 | ENCOVA INSURANCE             | 440-226-00 | CITY HALL INSURANCE  | WCN6007140 2.2.26-3.1.26   | 65.18    |
|                 | WV PUBLIC EMPLOYEES INSURANC | 440-105-00 | CITY HALL JANITOR IN | GF MARCH 2026 OPT LIFE     | 4.62     |
|                 |                              | 440-105-00 | CITY HALL JANITOR IN | GF MARCH 2026 HEALTH INS   | 1.98     |
|                 |                              | 440-105-00 | CITY HALL JANITOR IN | GF MARCH 2026 RETIREE'S PR | 12.00    |
|                 | WALMART STORES INC -BUCKHANN | 440-341-00 | CITY HALL SUPPLIES   | PCRD-CUPS PAPER TOWELS TRA | 42.69    |
|                 | INTERNAL REVENUE SERVICE     | 440-104-00 | CITY HALL FICA       | FICA WITHHELD AND MATCHED  | 97.58    |
|                 |                              | 440-104-00 | CITY HALL FICA       | MEDICARE WITHHELD & MATCHE | 22.82    |
|                 | PAYFLEX - INSPIRA            | 440-105-00 | CITY HALL JANITOR IN | GF FEB 2026 HSA FEES       | 3.25     |
|                 | CINTAS                       | 440-216-00 | CITY HALL MAINTENANC | CH THEATRE PSC RUGS 3.2.26 | 46.59    |
|                 |                              | 440-216-00 | CITY HALL MAINTENANC | CH RUGS 3.9.26             | 46.59    |
|                 | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026      | 1,588.50 |
|                 |                              |            |                      | TOTAL:                     | 3,296.00 |
| POLICE          | PALSTON PRESS INC            | 700-341-00 | POLICE DEPT. MAT & S | PCRD-POSTERS RECOVERY MOVI | 79.58    |
|                 | LEAF                         | 700-341-00 | POLICE DEPT. MAT & S | POL PRNTR LSE MAR 2026     | 159.10   |
|                 | ENCOVA INSURANCE             | 700-226-00 | POLICE DEPT. INSURAN | WCN6007140 2.2.26-3.1.26   | 985.95   |
|                 | WV PUBLIC EMPLOYEES INSURANC | 700-105-00 | POLICE DEPT. GROUP I | GF MARCH 2026 OPT LIFE     | 49.96    |
|                 |                              | 700-105-00 | POLICE DEPT. GROUP I | GF MARCH 2026 HEALTH INS   | 9,214.78 |
|                 |                              | 700-105-00 | POLICE DEPT. GROUP I | GF MARCH 2026 RETIREE'S PR | 120.00   |
|                 | GALLS LLC                    | 700-345-00 | POLICE DEPT. UNIFORM | UNIFORM SHIRTS-POSEY       | 115.82   |
|                 | SUPER SPLASH LLC             | 700-343-00 | POLICE DEPT. AUTO SU | FEB 2026 CAR WASHES        | 142.75   |
|                 | JENKINS FORD INC             | 700-343-00 | POLICE DEPT. AUTO SU | REPAIRS TO CAR 8           | 876.95   |
|                 |                              | 700-343-00 | POLICE DEPT. AUTO SU | BATTERY CAR 6              | 224.42   |
|                 | BUCKHANNON POSTMASTER        | 700-341-00 | POLICE DEPT. MAT & S | PCRD-SHIP EVIDENCE TO LAB  | 19.05    |
|                 | ENTERPRISE FM TRUST          | 700-459-00 | POLICE DEPT. NEW EQU | 25QCLJ 2022 INTERCEPTOR    | 767.54   |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 25QCLL 2022 INTERCEPTOR    | 758.94   |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 25QCLM 2022 INTERCEPTOR    | 747.81   |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 25QCLN 2022 INTERCEPTOR    | 762.59   |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 25QCLP 2022 INTERCEPTOR    | 1,733.33 |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 27GGTH 2024 DODGE DURANGO  | 1,107.87 |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 27GGTL 2024 DODGE DURANGO  | 1,103.06 |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 27GGTS 2024 DODGE DURANGO  | 1,103.70 |
|                 |                              | 700-459-00 | POLICE DEPT. NEW EQU | 28JXMD 2025 DODGE DURANGO  | 950.37   |

FUND: GENERAL FUND

| DEPARTMENT | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                 | AMOUNT    |
|------------|------------------------------|------------|----------------------|-----------------------------|-----------|
|            |                              | 700-459-00 | POLICE DEPT. NEW EQU | 28JXND DODGE DURANGO        | 1,063.79  |
|            |                              | 700-459-00 | POLICE DEPT. NEW EQU | 28XZPG 2025 DODGE DURANGO   | 1,061.57  |
|            |                              | 700-343-00 | POLICE DEPT. AUTO SU | 23H64C MAINT OLDER CRUISER  | 6.00      |
|            |                              | 700-343-00 | POLICE DEPT. AUTO SU | 23H64V MAINT OLDER CRUISER  | 6.00      |
|            |                              | 700-459-00 | POLICE DEPT. NEW EQU | 299577 2025 CHEVY TAHOE     | 1,614.97  |
|            | CITIZENS BANK OF WV          | 700-459-00 | POLICE DEPT. NEW EQU | POLICE RADIO PYMT MAR 2026  | 2,802.39  |
|            | INTERNAL REVENUE SERVICE     | 700-104-00 | POLICE DEPT. FICA TA | FICA WITHHELD AND MATCHED   | 2,118.53  |
|            |                              | 700-104-00 | POLICE DEPT. FICA TA | MEDICARE WITHHELD & MATCHE  | 495.47    |
|            | AMAZON.COM                   | 700-341-00 | POLICE DEPT. MAT & S | PCRD-PRINTER INK            | 189.90    |
|            |                              | 700-341-00 | POLICE DEPT. MAT & S | PCRD-PRINTER INK            | 70.89     |
|            |                              | 700-341-00 | POLICE DEPT. MAT & S | PCRD-TAPE DISPENSER         | 9.77      |
|            |                              | 700-341-00 | POLICE DEPT. MAT & S | PCRD-TRASH BAGS-BROOM DUST  | 54.74     |
|            |                              | 700-345-00 | POLICE DEPT. UNIFORM | PCRD-UNIFORM SHOES-GREGORY  | 83.95     |
|            |                              | 700-341-00 | POLICE DEPT. MAT & S | PCRD-FIREARM TOOL KIT       | 129.00    |
|            | PAYFLEX - INSPIRA            | 700-105-00 | POLICE DEPT. GROUP I | GF FEB 2026 HSA FEES        | 35.75     |
|            | AT&T MOBILITY                | 700-211-00 | POLICE DEPT. TELEPHO | PCRD-FEB 2026 CELL PHN & G  | 1,329.63  |
|            | FLYERS ENERGY LLC            | 700-343-00 | POLICE DEPT. AUTO SU | POL FUEL BILL FEB 2026      | 2,609.24  |
|            | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026       | 34,360.92 |
|            |                              |            |                      | TOTAL:                      | 69,066.08 |
| FIRE       | LOUDIN INSURANCE AGENCY INC  | 706-226-00 | FIRE DEPT. INSURANCE | VFD-VFIS 2ND Q 2026         | 7,781.00  |
|            | WV OFFICE EMERGENCY RESPONSE | 706-221-00 | FIRE DEPT. TRAINING  | PCRD-TANNER SMITH EMS RECE  | 18.75     |
|            |                              | 706-221-00 | FIRE DEPT. TRAINING  | PCRD-ETHAN SMITH EMS RECE   | 18.75     |
|            | ENCOVA INSURANCE             | 706-226-00 | FIRE DEPT. INSURANCE | WCN6007140 2.2.26-3.1.26    | 1,664.01  |
|            | WV PUBLIC EMPLOYEES INSURANC | 706-105-00 | FIRE DEPT. GROUP INS | GF MARCH 2026 OPT LIFE      | 30.62     |
|            |                              | 706-105-00 | FIRE DEPT. GROUP INS | GF MARCH 2026 HEALTH INS    | 7,961.80  |
|            |                              | 706-105-00 | FIRE DEPT. GROUP INS | GF MARCH 2026 RETIREE'S PR  | 120.00    |
|            | MATHENY MOTOR TRUCK CO       | 706-343-00 | FIRE DEPT. AUTO SUPP | FUEL FLTR,GSKTS,SEALS       | 416.74    |
|            | NAPA-AMTOWER AUTO SUPPLY     | 706-343-00 | FIRE DEPT. AUTO SUPP | MOTOR OIL,VLVVNE CRLN-ENG   | 130.01    |
|            | LOWES BUSINESS ACCOUNTS/SYNC | 706-341-00 | FIRE DEPT. MATERIAL  | CLEANER,PPR TWLS,TILT PPR   | 557.92    |
|            | DISBURSEMENTS ACCOUNT-ALL DE | 706-105-00 | FIRE DEPT. GROUP INS | HSA FOR J BOWERS            | 2,000.00  |
|            | ENTERPRISE FM TRUST          | 706-459-00 | FIRE DEPT. CAPITAL O | 2683T6 2023 RAM 2500        | 716.58    |
|            | CITIZENS BANK OF WV          | 706-459-00 | FIRE DEPT. CAPITAL O | 2021 PUMPER TRK MARCH 2026  | 4,790.11  |
|            | INTERNAL REVENUE SERVICE     | 706-104-00 | FIRE DEPT. FICA TAX  | FICA WITHHELD AND MATCHED   | 1,429.89  |
|            |                              | 706-104-00 | FIRE DEPT. FICA TAX  | MEDICARE WITHHELD & MATCHE  | 334.41    |
|            | TAYLOR TINS                  | 706-341-01 | VOLUNTEER FIREFIGHTE | PCRD-HELMET FRONTS          | 420.00    |
|            | PAYFLEX - INSPIRA            | 706-105-00 | FIRE DEPT. GROUP INS | GF FEB 2026 HSA FEES        | 32.50     |
|            | FIRST COMMUNITY BANK CORPORA | 706-459-00 | FIRE DEPT. CAPITAL O | MAR 2026 BFD BREATHING APP  | 4,338.59  |
|            | AT&T MOBILITY                | 706-211-00 | FIRE DEPT. TELEPHONE | PCRD-FEB 2026 CELL PHN & G  | 190.28    |
|            | FIRE MARSHALL'S ASSOCIATION  | 706-221-00 | FIRE DEPT. TRAINING  | PCRD-TANNER SMITH CLASS RE  | 200.00    |
|            | INDUSTRIAL/ORGANIZATIONAL SO | 706-341-00 | FIRE DEPT. MATERIAL  | PCRD-FIRE SUPERVISOR TEST   | 112.00    |
|            | FREEDOM AG & ENGERY COOPERAT | 706-221-00 | FIRE DEPT. TRAINING  | 170 GAL STCK TNK            | 219.99    |
|            | CUMMINS SALES & SERVICE FAIR | 706-343-00 | FIRE DEPT. AUTO SUPP | EXH RCW VLVVE KT,VLVVE-ENGL | 1,269.79  |
|            | FLYERS ENERGY LLC            | 706-343-00 | FIRE DEPT. AUTO SUPP | FIRE FUEL BILL FEB 2026     | 976.44    |
|            | CINTAS                       | 706-341-00 | FIRE DEPT. MATERIAL  | FIRE-FRST AID RESTCK        | 77.29     |
|            | EMC REPAIR SERVIC LLC        | 706-343-00 | FIRE DEPT. AUTO SUPP | REPR ENG 1102-ENG OIL ETC   | 2,100.00  |
|            |                              | 706-343-00 | FIRE DEPT. AUTO SUPP | REPR ENG 1 LEAK TRE VLVVE   | 140.00    |
|            |                              | 706-343-00 | FIRE DEPT. AUTO SUPP | REPR ENG 11-CMPLTE SRVCE    | 1,050.00  |
|            |                              | 706-343-00 | FIRE DEPT. AUTO SUPP | ENG 11-TRK TKN FRMWT        | 140.00    |
|            |                              | 706-343-00 | FIRE DEPT. AUTO SUPP | ENG 1-REPLACED VLVVE        | 630.00    |
|            |                              | 706-343-00 | FIRE DEPT. AUTO SUPP | ENG 1101-CHNGED OIL,FLTRS   | 700.00    |
|            |                              | 706-343-00 | FIRE DEPT. AUTO SUPP | ENG 11-RLPCE THRSTMT        | 1,306.03  |
|            | BUYPARTS.ONLINE              | 706-343-00 | FIRE DEPT. AUTO SUPP | PCRD-GASKET, HOSE,CRANKCAS  | 461.54    |

FUND: GENERAL FUND

| DEPARTMENT    | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION   | DESCRIPTION                | AMOUNT    |
|---------------|------------------------------|------------|-----------------------|----------------------------|-----------|
|               | **PAYROLL EXPENSES           |            |                       | 3/01/2026 - 3/15/2026      | 23,076.23 |
|               |                              |            |                       | TOTAL:                     | 65,411.27 |
| STREET        | BUCKHANNON UTIL BOARDS       | 750-341-00 | STREET DEPT. MAT & S  | STR WASTE CHRGS FEB 2026   | 569.69    |
|               | MON POWER                    | 750-213-00 | STREET DEPT. UTILITI  | 110 123 905 108 25 N LOCUS | 13.93     |
|               |                              | 750-213-00 | STREET DEPT. UTILITI  | 110 148 156 588 RT 6 395   | 564.23    |
|               |                              | 750-213-00 | STREET DEPT. UTILITI  | 110 148 255 778 395 MUDLIC | 873.01    |
|               | LEAF                         | 750-341-00 | STREET DEPT. MAT & S  | STR PRNTR LSE MAR 26       | 48.96     |
|               | ENCOVA INSURANCE             | 750-226-00 | STREET DEPT. INSURAN  | WCN6007140 2.2.26-3.1.26   | 1,057.05  |
|               | WV PUBLIC EMPLOYEES INSURANC | 750-105-00 | STREET DEPT. GROUP I  | GF MARCH 2026 HEALTH INS   | 8,185.84  |
|               |                              | 750-105-00 | STREET DEPT. GROUP I  | GF MARCH 2026 RETIREE'S PR | 120.00    |
|               | J F ALLEN CO                 | 750-458-05 | STREET DEPT PROJECTS  | 39.45TH 57'S LMSTNE-ST&AL  | 858.04    |
|               | NAPA-AMTOWER AUTO SUPPLY     | 750-343-00 | STREET DEPT. AUTO SU  | HSE CNMCT-WINDSHD SPRY-S11 | 5.42      |
|               | HART OFFICE SOLUTIONS INC    | 750-341-00 | STREET DEPT. MAT & S  | STR FEB 2026 188 CLR CPY   | 12.86     |
|               | HARBOR FREIGHT TOOLS         | 750-341-00 | STREET DEPT. MAT & S  | PCRD-GLOVES, RATCHET STRAP | 36.83     |
|               |                              | 750-341-00 | STREET DEPT. MAT & S  | PCRD-SAW BLADES            | 9.99      |
|               |                              | 750-341-00 | STREET DEPT. MAT & S  | PCRD-MULTI WELDER, WELDING | 615.97    |
|               | LOWES BUSINESS ACCOUNTS/SYNC | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-PIPE REDUCERS PIPE DO | 15.54     |
|               |                              | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-WINDSHIELD FLUID      | 5.98      |
|               | ENTERPRISE FM TRUST          | 750-459-00 | STREET DEPT. CAPITAL  | 25QBZJ 2022 RAM 1500       | 426.56    |
|               |                              | 750-459-00 | STREET DEPT. CAPITAL  | 27V9FV 2024 RAM 2500       | 583.19    |
|               |                              | 750-459-00 | STREET DEPT. CAPITAL  | 27V9G6 2024 RAM 2500       | 583.19    |
|               |                              | 750-459-00 | STREET DEPT. CAPITAL  | 2857P9 2024 RAM 5500       | 1,646.81  |
|               | JOHN BOGGESS dba VJG ASSOCIA | 750-341-00 | STREET DEPT. MAT & S  | CUPS AND LATEX GLOVES      | 198.62    |
|               | TRACTOR SUPPLY CREDIT PLAN   | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-FUEL PUMP FOR S2      | 329.99    |
|               | MOUNTAIN STATE PEST GUARD    | 750-341-00 | STREET DEPT. MAT & S  | STR MAR 2026 PST CNTRL     | 33.50     |
|               | INTERNAL REVENUE SERVICE     | 750-104-00 | STREET DEPT. FICA TA  | FICA WITHHELD AND MATCHED  | 1,267.57  |
|               |                              | 750-104-00 | STREET DEPT. FICA TA  | MEDICARE WITHHELD & MATCHE | 296.47    |
|               | AMAZON.COM                   | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-TIRE PLUG KIT         | 11.99     |
|               |                              | 750-341-00 | STREET DEPT. MAT & S  | PCRD-14GAL FUEL TANK       | 132.99    |
|               |                              | 750-341-00 | STREET DEPT. MAT & S  | PCRD-OFFSET EXTENSION WREN | 50.00     |
|               |                              | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-SOLAR JUMP BOX        | 129.99    |
|               |                              | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-RADIO MOUNT FOR S-4   | 37.30     |
|               |                              | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-WET-LINE WING NUT COU | 56.90     |
|               | EBAY                         | 750-343-00 | STREET DEPT. AUTO SU  | PCRD-DRIVE SHFT JOHN DEERE | 269.99    |
|               | PAYFLEX - INSPIRA            | 750-105-00 | STREET DEPT. GROUP I  | GF FEB 2026 HSA FEES       | 32.50     |
|               | FIRST COMMUNITY BANK CORPORA | 750-459-22 | PROPERY PAYMENT MUDDL | MAR 2026 PUBLIC WRKS BLDG  | 9,774.80  |
|               | AT&T MOBILITY                | 750-211-00 | STREET DEPT. TELEPHO  | PCRD-FEB 26 CELL PHN & GEO | 396.67    |
|               | ROZELLE ENTERPRISES LLC      | 750-458-05 | STREET DEPT PROJECTS  | POCAHONTAS ST CURB LABOR   | 3,572.76  |
|               | WV NEWS                      | 750-341-00 | STREET DEPT. MAT & S  | CLASS 2-CITY PROP MOW BID  | 46.76     |
|               | ETHAN CROSTEN                | 750-341-00 | STREET DEPT. MAT & S  | REIMB PDH TRM,WV PROF SRVY | 101.25    |
|               | FLYERS ENERGY LLC            | 750-343-00 | STREET DEPT. AUTO SU  | STR FUEL BILL FEB 2026     | 2,680.50  |
|               | CINTAS                       | 750-345-00 | STREET DEPT. UNIFORM  | STR UNIFORMS 2.26.26       | 257.22    |
|               |                              | 750-345-00 | STREET DEPT. UNIFORM  | STR UNIFORMS 3.5.26        | 257.74    |
|               |                              | 750-341-00 | STREET DEPT. MAT & S  | FIRST AID KIT SUPPLIES     | 30.81     |
|               | HOPE GAS                     | 750-213-00 | STREET DEPT. UTILITI  | 230000160518 395 MUDLICK R | 4,010.22  |
|               | CITYNET LLC                  | 750-213-00 | STREET DEPT. UTILITI  | ST MAR 2026 FIBER          | 100.00    |
|               | STRATEGY LLC                 | 750-341-00 | STREET DEPT. MAT & S  | STR MAR 2026 MICRO OFFICE  | 69.30     |
|               | **PAYROLL EXPENSES           |            |                       | 3/01/2026 - 3/15/2026      | 20,441.13 |
|               |                              |            |                       | TOTAL:                     | 60,820.06 |
| STREET LIGHTS | MON POWER                    | 751-213-00 | STREET LIGHTS         | 110 087 818 008 MAIN ST    | 6,671.18  |
|               |                              | 751-213-00 | STREET LIGHTS         | 110 088 782 484 E MAIN ST  | 277.39    |
|               |                              | 751-213-00 | STREET LIGHTS         | 110 100 156 733 107 E MAIN | 136.91    |

FUND: GENERAL FUND

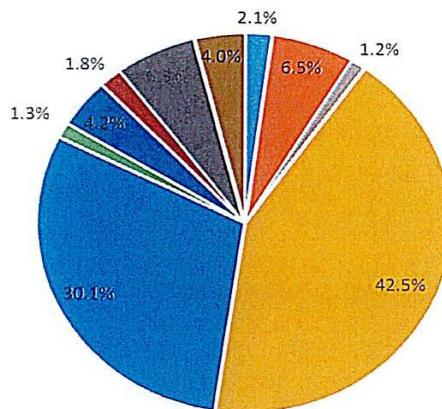
| DEPARTMENT             | VENDOR NAME                  | GL ACCOUNT | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT   |
|------------------------|------------------------------|------------|----------------------|----------------------------|----------|
|                        |                              | 751-213-00 | STREET LIGHTS        | 110 151 101 430 99 W MAIN  | 214.41   |
|                        |                              | 751-213-00 | STREET LIGHTS        | 110 158 087 939 MAIN ST CA | 13.00    |
|                        |                              | 751-213-00 | STREET LIGHTS        | 110 170 666 488 26 LINCOLN | 16.53    |
|                        |                              |            |                      | TOTAL:                     | 7,329.42 |
| TRAFFIC SIGNALS & SIGN | MON POWER                    | 752-213-00 | TRAFFIC SIGNALS POWE | 110 088 985 459 RT 119     | 53.11    |
|                        |                              | 752-213-00 | TRAFFIC SIGNALS POWE | 110 088 985 624 RT 20 BK   | 63.25    |
|                        |                              | 752-213-00 | TRAFFIC SIGNALS POWE | 110 081 822 063 W MAIN ST  | 52.24    |
|                        |                              | 752-213-00 | TRAFFIC SIGNALS POWE | 110 088 820 243 MAIN ST    | 47.67    |
|                        |                              | 752-213-00 | TRAFFIC SIGNALS POWE | 110 080 768 291 E MAIN ST  | 32.39    |
|                        | LOWES BUSINESS ACCOUNTS/SYNC | 752-230-00 | SIGNS & SIGNALS      | SELF TAPPING SCREWS-SGNS   | 54.13    |
|                        |                              |            |                      | TOTAL:                     | 302.79   |
| PARK 30% TO CPWB       | CONSOLIDATED PUBLIC WORKS BD | 900-341-00 | PARK-30% HOT/MOT PD  | FEB 2026 HOTEL MOTEL TAX   | 883.80   |
|                        |                              |            |                      | TOTAL:                     | 883.80   |
| CVB 70% TO CVB         | UPSHUR COUNTY CVB            | 901-235-00 | HOTEL/MOTEL 70% PAID | FEB 2026 HOTEL MOTEL TAX   | 2,062.20 |
|                        |                              |            |                      | TOTAL:                     | 2,062.20 |
| ARTS-THEATRE           | MON POWER                    | 906-213-00 | CAC UTILITIES        | 110 122 154 542 48 E MAIN  | 231.48   |
|                        | B&H PHOTO & ELECTRONICS CORP | 906-341-00 | CAC SUPPLIES & EXPEN | PCRD-MICROPHONE, GAFFER TA | 126.10   |
|                        | ENCOVA INSURANCE             | 906-226-00 | CAC INSURANCE & BOND | WCN6007140 2.2.26-3.1.26   | 55.31    |
|                        | CITIZENS BANK OF WV          | 906-459-00 | THEATRE CAPITAL      | CAC SEATING MARCH 2026 PYM | 5,220.65 |
|                        | CRITES ELECTRICAL SUPPLY INC | 906-216-00 | THEATRE MAINTENANCE/ | DIMMING SWITCH FOR STAGE   | 94.98    |
|                        | WALMART STORES INC -BUCKHANN | 906-341-00 | CAC SUPPLIES & EXPEN | PCRD-COFFEE MAKER FOR CAC  | 56.56    |
|                        |                              | 906-341-00 | CAC SUPPLIES & EXPEN | PCRD-CONCESSIONS FOR CAC   | 46.66    |
|                        | INTERNAL REVENUE SERVICE     | 906-104-00 | CAC FICA             | FICA WITHHELD AND MATCHED  | 67.73    |
|                        |                              | 906-104-00 | CAC FICA             | MEDICARE WITHHELD & MATCHE | 15.85    |
|                        | AMAZON.COM                   | 906-341-00 | CAC SUPPLIES & EXPEN | PCRD-SPEAKER EXTENSION CAB | 95.98    |
|                        |                              | 906-341-00 | CAC SUPPLIES & EXPEN | PCRD-25' CABLES FOR CAC    | 69.99    |
|                        | AMMIE GARMAN                 | 906-341-00 | CAC SUPPLIES & EXPEN | REIMB FOR 3 KEYS FOR CAC   | 13.87    |
|                        | FRONTIER                     | 906-213-00 | CAC UTILITIES        | 30447389870528214 EVENT CN | 144.13   |
|                        | CINTAS                       | 906-216-00 | THEATRE MAINTENANCE/ | CH THEATRE PSC RUGS 3.2.26 | 29.65    |
|                        |                              | 906-216-00 | THEATRE MAINTENANCE/ | THEATRE RUGS 3.9.26        | 29.65    |
|                        | HARMAN CORPORATION           | 906-450-01 | THEATRE BLDG         | PCRD-EVAL FEE RPR CAC SOON | 326.00   |
|                        | THOMAS FULTZ                 | 906-341-01 | CAC BOOKINGS         | 3-14-26 LMN MUSIC          | 150.00   |
|                        | SAMUEL HURST                 | 906-341-01 | CAC BOOKINGS         | 3-14-26 LMN MUSIC          | 150.00   |
|                        | LESKIE TOMPKINS              | 906-341-01 | CAC BOOKINGS         | 3-14-26 LMN MUSIC          | 50.00    |
|                        | **PAYROLL EXPENSES           |            |                      | 3/01/2026 - 3/15/2026      | 1,092.43 |
|                        |                              |            |                      | TOTAL:                     | 8,067.02 |
| STOCKERT YOUTH CENTER  | MON POWER                    | 907-213-00 | UTILITIES            | 110 084 592 119 SYC        | 1,247.75 |
|                        |                              | 907-213-00 | UTILITIES            | 110 161 100 208 MAIN ST    | 54.24    |
|                        |                              | 907-213-00 | UTILITIES            | 110 084 767 208 79 MAIN S  | 12.24    |
|                        | ENCOVA INSURANCE             | 907-226-00 | INSURANCE & BONDS    | WCN6007140 2.2.26-3.1.26   | 177.86   |
|                        | WV PUBLIC EMPLOYEES INSURANC | 907-105-00 | GROUP INSURANCE      | GF MARCH 2026 HEALTH INS   | 2,916.90 |
|                        |                              | 907-105-00 | GROUP INSURANCE      | GF MARCH 2026 RETIREE'S PR | 48.00    |
|                        | MICROSOFT STORE              | 907-341-01 | OPERATING EXPENSES   | PCRD-MICROSOFT 365 MNTHLY  | 13.38    |
|                        | WALMART STORES INC -BUCKHANN | 907-341-00 | MATERIALS & SUPPLIES | PCRD-TRASH CAN             | 23.73    |
|                        |                              | 907-361-00 | AFTER SCHOOL SUPPLIE | PCRD-AFTER SCHOOL SNACKS   | 76.22    |
|                        |                              | 907-356-00 | YOUTH BASKETBALL     | PCRD-BASKETBALL CONCESSION | 6.97     |
|                        |                              | 907-361-00 | AFTER SCHOOL SUPPLIE | PCRD-AFTER SCHOOL SNACKS   | 12.22    |
|                        | MOUNTAIN STATE PEST GUARD    | 907-458-02 | SYCC BUILDING        | SYC TERMITE P025-05960     | 3,276.00 |
|                        |                              | 907-216-00 | MAINTENANCE          | SYC MAR 2026 PEST CNTRL    | 38.50    |

FUND: GENERAL FUND

| DEPARTMENT               | VENDOR NAME                  | GL ACCOUNT               | ACCOUNT DESCRIPTION  | DESCRIPTION                | AMOUNT                    |      |
|--------------------------|------------------------------|--------------------------|----------------------|----------------------------|---------------------------|------|
| INTERNAL REVENUE SERVICE | INTERNAL REVENUE SERVICE     | 907-104-00               | FICA TAX             | FICA WITHHELD AND MATCHED  | 568.47                    |      |
|                          |                              | 907-104-00               | FICA TAX             | MEDICARE WITHHELD & MATCHE | 132.94                    |      |
|                          | APRIL E SMALL                | 907-368-01               | ZUMBA                | FEB 2026 KCRBX INSTRCTR    | 156.00                    |      |
|                          | AMAZON.COM                   | 907-341-00               | MATERIALS & SUPPLIES | PCRD-CLEANING SUPPLIES     | 12.34                     |      |
|                          |                              | 907-341-00               | MATERIALS & SUPPLIES | PCRD-FURNACE FILTERS       | 171.69                    |      |
|                          |                              | 907-341-00               | MATERIALS & SUPPLIES | PCRD-PLAY AREA NO DOGS SIG | 89.95                     |      |
|                          | BROUGHTON'S SPORTS&TROPHY    | 907-356-00               | YOUTH BASKETBALL     | PCRD-SYCC END OF BASKETBAL | 1,385.91                  |      |
|                          | PAYFLEX - INSPIRA            | 907-105-00               | GROUP INSURANCE      | GF FEB 2026 HSA FEES       | 16.25                     |      |
|                          | LYNX WV INC                  | 907-213-00               | UTILITIES            | SYC ANTENNA RNT MAR 2026   | 145.00                    |      |
|                          | AT&T MOBILITY                | 907-211-00               | TELEPHONES           | PCRD-FEB 26 CELL PHN & GEO | 38.85                     |      |
|                          | ROZELLE ENTERPRISES LLC      | 907-458-02               | SYCC BUILDING        | BATHROOM REPAIR            | 1,201.40                  |      |
|                          | DAWN WEBB                    | 907-363-00               | KARATE CLASS INSTRUC | FEB 2026 KARATE INSTRCTR   | 436.00                    |      |
|                          | B4WV                         | 907-341-00               | MATERIALS & SUPPLIES | PCRD-2026 ANNUAL REPORT    | 25.00                     |      |
|                          | SAMS CLUB                    | 907-356-00               | YOUTH BASKETBALL     | PCRD-BASKETBALL CONCESSION | 179.32                    |      |
|                          |                              | 907-361-00               | AFTER SCHOOL SUPPLIE | PCRD-AFTER SCHOOL SNACKS   | 56.24                     |      |
|                          |                              | 907-361-00               | AFTER SCHOOL SUPPLIE | PCRD-AFTER SCHOOL SNACKS   | 432.01                    |      |
|                          |                              | 907-361-00               | AFTER SCHOOL SUPPLIE | PCRD-AFTER SCHOOL SNACKS   | 144.10                    |      |
|                          | FLYERS ENERGY LLC            | 907-343-00               | SYC AUTO SUPPLIES    | SYC FUEL BILL FEB 2026     | 193.07                    |      |
|                          | KIMBERLY DAWN GIFFORD        | 907-368-01               | ZUMBA                | FEB 2026 KANGOO INSTRCTR   | 72.00                     |      |
|                          | HELEN ASHLEY WHITE           | 907-368-02               | YOGA FITNESS CLASS   | FEB 2026 YOGA INSTRCTR     | 128.00                    |      |
|                          | CORDELL NICOLA               | 907-356-00               | YOUTH BASKETBALL     | BBALL REF 10GMS 2.28.26    | 200.00                    |      |
|                          | GAIL DETAMORE                | 907-356-00               | YOUTH BASKETBALL     | RFND OF BBALL FEES         | 70.00                     |      |
|                          | **PAYROLL EXPENSES           |                          |                      | 3/01/2026 - 3/15/2026      | 9,168.65                  |      |
|                          |                              |                          |                      | TOTAL:                     | 22,927.20                 |      |
|                          | CONVENTION CENTER            | ENCOVA INSURANCE         | 910-226-00           | INSURANCE & BONDS          | WCN6007140 2.2.26-3.1.26  | 6.04 |
|                          |                              | INTERNAL REVENUE SERVICE | 910-104-00           | FICA TAX                   | FICA WITHHELD AND MATCHED | 3.69 |
|                          |                              | 910-104-00               | FICA TAX             | MEDICARE WITHHELD & MATCHE | 0.86                      |      |
| AT&T MOBILITY            |                              | 910-213-00               | UTILITIES-ADJUTANT G | PCRD-FEB 26 CELL PHN & GEO | 51.15                     |      |
| RANDALL SANDERS          |                              | 910-341-00               | EVENT CENTER SUPPLIE | REIMB FOR EVNT CNTR ALCHL  | 366.62                    |      |
| FRANCHESKA FIGUEROA      |                              | 910-341-00               | EVENT CENTER SUPPLIE | EVNT CNTR CLEAN 3.1&5.26   | 480.00                    |      |
| **PAYROLL EXPENSES       |                              |                          |                      | 3/01/2026 - 3/15/2026      | 59.50                     |      |
|                          |                              |                          |                      | TOTAL:                     | 967.86                    |      |
| PUBLIC SAFETY            | MON POWER                    | 976-213-00               | SAFETY COMPLEX UTILI | 110 088 783 078 22 S FLORI | 1,230.04                  |      |
|                          | VALLEY STEEL SERVICE         | 976-459-01               | PUBLIC SAFETY TRAINI | 4"X5.4# CHWNL 20'-TRN FCL  | 3,792.60                  |      |
|                          | LOWES BUSINESS ACCOUNTS/SYMC | 976-459-01               | PUBLIC SAFETY TRAINI | RCKWLL INSLTN              | 319.12                    |      |
|                          | LYNX WV INC                  | 976-213-00               | SAFETY COMPLEX UTILI | PD WATCH GUARD MARCH 2026  | 150.00                    |      |
|                          | CINTAS                       | 976-216-00               | SAFETY COMPLEX MAINT | CH THEATRE PSC RUGS 3.2.26 | 30.70                     |      |
|                          |                              | 976-216-00               | SAFETY COMPLEX MAINT | PSC RUGS 3.9.26            | 30.70                     |      |
|                          | CITYNET LLC                  | 976-213-00               | SAFETY COMPLEX UTILI | PSC MAR 2026 FIBER         | 300.00                    |      |
|                          |                              |                          |                      | TOTAL:                     | 5,853.16                  |      |

**a. Approval Budget for Fiscal Year 2026/2027 - Mrs. Jenkins provided the following overview of the Budget for Fiscal Year 2026/2027:**

|                                |       |                 |                 |
|--------------------------------|-------|-----------------|-----------------|
| Contrib to outside entities    | 2.1%  | \$ 160,000.00   |                 |
| Admin                          | 6.5%  | \$ 503,205.00   |                 |
| Housing                        | 1.2%  | \$ 95,736.00    |                 |
| Public Safety                  | 42.5% | \$ 3,287,119.00 | police,fire,PSC |
| Streets                        | 30.1% | \$ 2,331,153.00 |                 |
| Storm Water                    | 1.3%  | \$ 100,000.00   |                 |
| CVB&Conf Center                | 4.2%  | \$ 325,637.00   |                 |
| Parks/flowers/theatre/historic | 1.8%  | \$ 139,045.00   |                 |
| Youth Center                   | 6.3%  | \$ 489,665.00   |                 |
| Youth Center donations to exp  | 4.0%  | \$ 307,708.00   |                 |
|                                |       | \$ 7,739,268.00 |                 |



City of Buckhannon Budget 2026-27

- Contrib to outside entities 2.1%
- Admin 6.5%
- Housing 1.2%
- Public Safety 42.5%
- Streets 30.1%
- Storm Water 1.3%
- CVB&Conf Center 4.2%
- Parks/flowers/theatre/historic 1.8%
- Youth Center 6.3%
- Youth Center donations to exp 4.0%

**MUNICIPALITY OF BUCKHANNON  
LEVY ORDER AND RATE SHEET  
2026 - 2027**

The following is a true copy from the record of orders entered by this entity  
on the 21 day of April, 2026.

SIGNATURE: \_\_\_\_\_

Municipal Clerk or Recorder

|   | Column E<br>Certificate of Valuation<br>Assessed Value for Tax Purposes | Levy<br>Rate/\$100 | Taxes<br>Levied   |
|---|---|--------------------|-------------------|
| <b>Current Year</b>   |   |                    |                   |
| Class I   |   |                    |                   |
| Personal Property   | \$ 0  | 12.500             | \$ 0              |
| Public Utility  | 0   |                    | 0                 |
| <b>Total Class I</b>  | <b>\$ 0</b>   |                    | <b>\$ 0</b>       |
| Class II  |   |                    |                   |
| Real Estate   | \$ 86,910,640   | 25.000             | \$ 217,277        |
| Personal Property   | 295,540   |                    | 739               |
| <b>Total Class II</b>   | <b>\$ 87,206,180</b>  |                    | <b>\$ 218,016</b> |
| Class IV  |   |                    |                   |
| Real Estate   | \$ 89,557,500   | 50.000             | \$ 447,788        |
| Personal Property   | 43,031,365  |                    | 215,157           |
| Public Utility  | 20,197,250  |                    | 100,986           |
| <b>Total Class IV</b>   | <b>\$ 152,786,115</b>   |                    | <b>\$ 763,931</b> |
| <b>Total Value &amp; Projected Revenue</b>  | <b>\$ 239,992,295</b>   |                    | <b>\$ 981,947</b> |
| Less Delinquencies, Exonerations & Uncollectable Taxes  |   | 2.50%              | 24,549            |
| Less Tax Discounts  |   | 1.00%              | 9,574             |
| Less Allowance for Tax Increment Financing - see worksheet<br>(Subtracted from regular current expense taxes levied only) |   |                    | 0                 |
| <b>Total Projected Property Tax Collection</b>  |   |                    | <b>947,824</b>    |
| Less Assessor Valuation Fund<br>(Subtracted from regular current expense taxes levied only)                               |   | 2.00%              | 18,956            |
| Net Amount to be Raised by Levy of Property Taxes<br>For Budget Purposes  |   |                    | <b>\$ 928,868</b> |

**MUNICIPALITY OF BUCKHANNON  
LEVY ORDER AND RATE SHEET SUPPLEMENT  
Charles Gibson Library  
2026 - 2027**

The following is a true copy from the record of orders entered by this entity  
on the 21 day of April, 2026.

SIGNATURE: \_\_\_\_\_

Municipal Clerk or Recorder

|   | Column E<br>Certificate of Valuation<br>Assessed Value for Tax Purposes | Levy<br>Rate/\$100 | Taxes<br>Levied   |
|---|---|--------------------|-------------------|
| <b>Current Year</b>   |   |                    |                   |
| Class I   |   |                    |                   |
| Personal Property   | \$ 0  | 1.500              | \$ 0              |
| Public Utility  | 0   |                    | 0                 |
| <b>Total Class I</b>  | <b>\$ 0</b>   |                    | <b>\$ 0</b>       |
| Class II  |   |                    |                   |
| Real Estate   | \$ 86,910,640   | 3.000              | \$ 26,073         |
| Personal Property   | 295,540   |                    | 89                |
| <b>Total Class II</b>                                       | <b>\$ 87,206,180</b>  |                    | <b>\$ 26,162</b>  |
| Class IV  |   |                    |                   |
| Real Estate   | \$ 89,557,500   | 6.000              | \$ 53,735         |
| Personal Property   | 43,031,365  |                    | 25,819            |
| Public Utility  | 20,197,250  |                    | 12,118            |
| <b>Total Class IV</b>                                       | <b>\$ 152,786,115</b>   |                    | <b>\$ 91,672</b>  |
| <b>Total Value &amp; Projected Rev.</b>                     | <b>\$ 239,992,295</b>   |                    | <b>\$ 117,834</b> |
| Less Delinquencies, Exonerations & Uncollectable Taxes      |   | 2.50% . . .        | 2,946             |
| Less Tax Discounts  |   | 1.00% . . .        | 1,149             |
| <b>Net Amount to be Raised by Levy For Budget Purposes:</b> |   |                    | <b>\$ 113,739</b> |

**FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027**  
**LEVY ESTIMATE - BUDGET DOCUMENT**

STATE OF WEST VIRGINIA  
MUNICIPALITY OF BUCKHANNON

In accordance with Code § 11-8-14, as amended, the Council proceeded to make an estimate of the amounts necessary to be raised by levy of taxes for the current fiscal year, and does determine and estimate the several amounts to be as follows:

The amount due and the amount that will become due and collectible from every source during the fiscal year INCLUDING THE LEVY OF TAXES, is as follows:

REVENUE SOURCE

|   |              |
|---|--------------|
| Unassigned Fund Balance                 | \$ 1,313,415 |
| Property Taxes - Current Expense        | 928,868      |
| Prior Year Taxes                        | 40,000       |
| Gas & Oil Severance Tax                 | 15,000       |
| Excise Tax on Utilities                 | 230,000      |
| Business and Occupation Tax             | 1,500,000    |
| Wine & Liquor Tax                       | 80,000       |
| Animal Control Tax                      | 1,000        |
| Hotel Occupancy Tax                     | 120,000      |
| Fines, Fees & Court Costs               | 60,000       |
| Licenses                                | 9,500        |
| Building Permit Fees                    | 40,000       |
| Franchise Fees                          | 35,000       |
| IRP Fees (Interstate Registration Plan) | 18,000       |
| Parks & Recreation                      | 13,000       |
| Rents, Royalties, and Concessions       | 30,000       |
| Police Protection Fees                  | 250,000      |
| Fire Protection Fees                    | 350,000      |
| Civic Center / Coliseum                 | 4,500        |
| Charges to Other Entities               | 131,000      |
| State Government Grants                 | 198,200      |
| Contributions from other Funds          | 2,303,685    |
| Charges to Other Funds                  | 200          |
| Gaming Income                           | 10,000       |
| Interest Earned on Investments          | 400          |
| Reimbursements                          | 4,000        |
| Refunds                                 | 3,500        |
| Video Lottery (LVL)                     | 20,000       |

|  |                     |
|--|---------------------|
| Miscellaneous Revenues (provide details on 'Explanations' tab) | 20,000              |
| TOTAL ESTIMATED REVENUE (GENERAL FUND)                         | \$ <u>7,729,268</u> |

COAL SEVERANCE TAX FUND

REVENUE SOURCE

|   |                  |
|---|------------------|
| Assigned Fund Balance (Coal Fund Only)        | \$ 1,000         |
| Coal Severance Tax                            | 15,000           |
| TOTAL ESTIMATED REVENUE (COAL SEVERANCE FUND) | \$ <u>16,000</u> |

|  |         |                |
|--|---------|----------------|
|  | General | Coal Severance |
|  | Fund    | Fund           |

ESTIMATED CURRENT EXPENDITURES

|                                |           |        |
|--------------------------------|-----------|--------|
| Economic Development           | \$ 80,000 | \$ -   |
| Mayor's Office                 | 228,536   | -      |
| City Council                   | 44,445    | -      |
| Recorder's Office              | 7,425     | -      |
| Treasurer's Office             | 23,410    | -      |
| Police Judge's Office          | 9,841     | -      |
| Engineering                    | 28,679    | -      |
| Regional Development Authority | 5,964     | -      |
| Building Inspection            | 31,000    | -      |
| Planning & Zoning              | 64,736    | -      |
| Data Processing                | 80,000    | -      |
| City Hall                      | 84,905    | -      |
| Police Department              | 1,774,333 | -      |
| Regional Jail                  | 25,000    | -      |
| Fire Department                | 1,385,416 | -      |
| Dog Warden/Humane Society      | 1,100     | -      |
| Streets and Highways           | 2,313,153 | 16,000 |
| Street Lights                  | 88,000    | -      |
| Signs and Signals              | 10,000    | -      |
| Snow Removal                   | 20,000    | -      |
| Airports                       | 40,000    | -      |
| Public Transit                 | 15,000    | -      |
| Local Health Department        | 5,000     | -      |
| Storm Sewer                    | 100,000   | -      |
| Parks & Recreation             | 36,000    | -      |
| Visitors Bureau                | 84,000    | -      |

|                                     |                     |                  |
|-------------------------------------|---------------------|------------------|
| Arts & Humanities                   | 126,086             | -                |
| Youth Program                       | 797,373             | -                |
| Civic Center - Municipal Auditorium | 115,551             | -                |
| Historical Commission               | 3,045               | -                |
| Capital Projects - Public Safety    | 101,270             | -                |
| <b>TOTAL ESTIMATED EXPENDITURES</b> | <b>\$ 7,729,268</b> | <b>\$ 16,000</b> |

MUNICIPALITY OF BUCKHANNON  
Regular Current Expense Levy  
FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027

|   | Certificate of Valuation<br>Assessed Value<br>for Tax Purposes | Levy<br>Rate/\$100 | Taxes<br>Levied   |
|---|--|--------------------|-------------------|
| <b>CLASS I</b>  |  |                    |                   |
| Personal Property   | \$ 0   | 12.50              | \$ 0              |
| Public Utility  | 0  |                    | 0                 |
| <b>Total Class I</b>  | <b>\$ 0</b>  |                    | <b>\$ 0</b>       |
| <b>CLASS II</b>   |  |                    |                   |
| Real Estate   | \$ 86,910,640  | 25.00              | \$ 217,277        |
| Personal Property   | 295,540  |                    | 739               |
| <b>Total Class II</b>   | <b>\$ 87,206,180</b>   |                    | <b>\$ 218,016</b> |
| <b>CLASS IV</b>   |  |                    |                   |
| Real Estate   | \$ 89,557,500  | 50.00              | \$ 447,788        |
| Personal Property   | 43,031,365   |                    | 215,157           |
| Public Utility  | 20,197,250   |                    | 100,986           |
| <b>Total Class IV</b>   | <b>\$ 152,786,115</b>  |                    | <b>\$ 763,931</b> |
| <b>Total Value &amp; Projected Revenue</b>  | <b>\$ 239,992,295</b>  |                    | <b>\$ 981,947</b> |
| Less Delinquencies, Exonerations & Uncollectable Taxes                                      |  | 2.50%              | 24,549            |
| Less Tax Discounts (use Total Projected Revenue to calculate)                               |  | 1.00%              | 9,574             |
| Less Allowance for Tax Increment Financing (if Applicable)                                  |  |                    | 0                 |
| <b>Total Projected Property Tax Collection</b>  |  |                    | <b>\$ 947,824</b> |
| Less Assessor Valuation Fund<br>(Subtracted from regular current expense taxes levied only) |  | 2.00%              | 18,956            |
| <b>Net Amount to be Raised by Levy of Property Taxes</b>                                    |  |                    | <b>\$ 928,868</b> |

MUNICIPALITY OF BUCKHANNON  
Charles Gibson Library  
FISCAL YEAR JULY 1, 2026 - JUNE 30, 2027

|   | Certificate of Valuation<br>Assessed Value<br>for Tax Purposes | Levy<br>Rate/\$100 | Taxes<br>Levied   |
|---|--|--------------------|-------------------|
| <b>CLASS I</b>  |  |                    |                   |
| Personal Property   | \$ 0   | 1.50               | \$ 0              |
| Public Utility  | 0  |                    | 0                 |
| <b>Total Class I</b>  | <b>\$ 0</b>  |                    | <b>\$ 0</b>       |
| <b>CLASS II</b>   |  |                    |                   |
| Real Estate   | \$ 86,910,640  | 3.00               | \$ 26,073         |
| Personal Property   | 295,540  |                    | 89                |
| <b>Total Class II</b>   | <b>\$ 87,206,180</b>   |                    | <b>\$ 26,162</b>  |
| <b>CLASS IV</b>   |  |                    |                   |
| Real Estate   | \$ 89,557,500  | 6.00               | \$ 53,735         |
| Personal Property   | 43,031,365   |                    | 25,819            |
| Public Utility  | 20,197,250   |                    | 12,118            |
| <b>Total Class IV</b>   | <b>\$ 152,786,115</b>  |                    | <b>\$ 91,672</b>  |
| <b>Total Value &amp; Projected Revenue</b>                    | <b>\$ 239,992,295</b>  |                    | <b>\$ 117,834</b> |
| Less Delinquencies, Exonerations & Uncollectable Taxes        |  | 2.50%              | 2,946             |
| Less Tax Discounts (use Total Projected Revenue to calculate) |  | 1.00%              | 1,149             |
| <b>Net Amount to be Raised by Levy for Budget Purposes</b>    |  |                    | <b>\$ 113,739</b> |

STATE OF WEST VIRGINIA

COUNTY OF

UPSHUR

MUNICIPALITY OF

BUCKHANNON

I, RANDALL H. SANDERS, Recording Officer of said municipality, do hereby certify that the foregoing are true copies from the record of the orders made and entered by the council of the said municipality on the 19 day of March, 2026.

(Signature)

RECORDER

(Official Title of Recording Officer)

Mayor Skinner expressed his gratitude to Finance Director Amby Jenkins, City Hall Office Manager Barbara Hinkle, and the entire office staff for their extensive work in preparing the annual budget. He acknowledged that coordinating the many priorities and requests from Council is challenging, and he commended the team for consistently keeping the process organized, transparent, and manageable for Council. He thanked them for their professionalism and dedication.

**Bucklew / Reger moved to approve the Budget for Fiscal Year 2026/2027 as presented. The motion carried with a voice vote. Recorder Sanders conducted a roll call vote on the proposed budget. Votes were recorded as follows:**

**Skinner – Yes,**

**Bucklew – Yes**

**Reger – Yes**

**Zuliani – Yes**

**Randall – Yes**

**Sanders – Yes**

**The budget was approved unanimously.**

**8. Public Works Report – Director of Public Works Ethan Crosten:** Ethan Crosten presented the following report to the Council. During the report and discussion, the Council received an update on temporary closures at the Transfer Station due to repeated malfunctions of the truck scales. Mr. Crosten reported that the issue appears to involve a sensor affected by ice, a problem that has occurred twice in recent weeks despite the scales operating reliably for the past five years. The scale manufacturer is assisting in diagnosing the cause. Because the Transfer Station and Recycling Center share the same entrance and traffic pattern, the Recycling Center was also closed to avoid confusion and traffic congestion. Council briefly discussed whether additional gates or reconfigured access could allow recycling to remain open during future closures, and Mr. Crosten agreed to explore possible options. It was clarified that the City cannot switch to “bag counting” during outages because Public Service Commission regulations require weight-based billing, and the landfill charges the City by weight. The scales are approximately five years old and considered high-quality equipment. It is believed the issue is related to newer digital sensors rather than age or wear, and will continue working with the vendor to identify a permanent solution.

**Buckhannon City Council  
Public Works Director Report**

By: Ethan Crosten

**March 19, 2026**

**Street:**

- We are continuing to prep NBRFP site. We have the new playground equipment and boarders scheduled to be installed the week of March 30<sup>th</sup> and mulch to be delivered the following week. This will allow the park to be ready for opening on May 1<sup>st</sup>.
- We will be starting the Jawbone Park ADA compliant stage ramp on Monday with the forecast looking milder.
- Crews are completing a sidewalk upgrade on Cooper Street.
- We have begun finalizing plans for the WV Strawberry Festival.

**Waste:**

- We had another issue with the scales today, causing the transfer station to close.

- There is a free paper shred event, sponsored by the Upshur County Solid Waste Authority on April 18<sup>th</sup> at the Public Works Facility.

#### **Sewer:**

- Crews have been continuing to expand our SCADA system.
- Repaired issues along Boggess Street
- We have equipment prepped to start an upgrade near Citizens Bank.
- We have completed the tie in on West Lincoln Street and will paved the intersection and Henry Street as weather allows.
- We have moved equipment to Chestnut Street to begin a major upgrade in that area.

#### **Stormwater**

- The FEMA application was submitted and we are waiting to hear from FEMA regarding their decision, hopefully within the next few months.

#### **Water:**

- Upgrading the SCADA system at the booster stations and water tanks.
- Dealing with several leaks throughout town.
- Preparing to begin an upgrade to the water system along Central Avenue.

#### **Zoning and Code Enforcement**

- Nothing New

#### **Engineering:**

- Charles W. Gibson Library Remediation Project – The bid opening took place on March 3, 2026 at 1:30 PM. The apparent low bidder was Sutter Roofing and Metal (SRM) with a total bid equal to \$107,900.00, which includes the Base Bid, Additive Alternate No. 1 and Additive Alternate No. 2. The Notice of Award was sent to SRF on March 12, 2026. Once the necessary project documents and securities are received, the Notice to Proceed will be issued. The roof replacement project is scheduled to begin early- to mid-April 2026 and is expected to be completed by mid-June (weather dependent).
- Colonial Arts Center – Due to rehearsals for a March 2026 performance, no construction activities will take place on the framing and new wall & bulkhead phase of the project until April 1, 2026 at the earliest.
- WVDOH Transportation Alternative Program (TAP) North Locust Street Sidewalk & Lighting Project (Gateway North) – An on-site with representatives from WVDOH – Charleston and WVDOH District 7 was held on Monday, March 16, 2026 to review the scope & alignment of the project. Two minor alignment revisions are being made and will be provided to the WVDOH for their review and approval before resuming design activities. The design must be completed before November 2026.
- FEMA / WVEMD – The application was submitted on March 4, 2026 and a resubmission (to provide additional information requested by FEMA that was not part of the application) was made on March 16, 2026.

Council briefly discussed the ongoing gas company project on Ritchie Street, noting that the work is entirely under the control of Mountaineer Gas and not the City. It was reported that the Ritchie Street portion should be finished within one to two weeks, with additional work continuing on Tucker Street. Because the gas company will also be crossing Camden Avenue at Florida Street, the City has delayed paving Camden until that work is complete. Council asked about the restoration of the roadway. Staff confirmed that all trench repairs are the gas company's responsibility, and that the City has provided the required specifications. Council also requested that the company address several older, unrepaired cuts on Smithfield, East Main, and Randolph Streets. Mr. Crosten acknowledged these locations and will follow up to ensure they are corrected.

**a. Approval/Authorization to Participate with Partner Auction Services for Sale of Miscellaneous Surplus Equipment** - Council received an update from Mr. Crosten regarding the upcoming consignment auction being held at Brushy Fork Crossing, across from Buckhannon Toyota. The City has previously participated in this regional auction with strong results, including higher returns than traditional surplus sales and wide advertising reach—one piece of equipment in the last auction even sold to a buyer in Australia. Several pieces of equipment from multiple departments—including Parks, Streets, Waste, Sewer, Water, and Leasing—have been replaced and are no longer in use. These items are listed on the page attached to the department report. Council approval is required to authorize the sale through the auction. All equipment proposed for sale has already been replaced and is no longer needed for City operations.

**Zuliani / Reger moved to approve and authorize the City's participation with Partner Auction Services for the sale of miscellaneous surplus equipment. The motion carried.**

**CITY OF BUCKHANNON SURPLUS AUCTION**  
**Wednesday, March 25, 2026 at 9:00 A.M.**  
**OPEN TO THE PUBLIC**

The City of Buckhannon will be participating in a public auction with Partner Auctions on Wednesday, March 25, 2026 at 9:00 A.M.. The auction will take place at 30 Brushy Fork Crossing, Buckhannon, WV 26201. Items may be viewed by contacting Partner Auctions at [info@partner-auctions.com](mailto:info@partner-auctions.com) or 304-701-0175. The City of Buckhannon reserves the right to reject any and/or all bids. The following is a list of items for sale:

- 2011 Crown Vic
- 2008 Chevy Trailblazer
- 1993 Case 1845C Uni-Loader Skid Steer
- 2012 Ford F-350
- 1994 CAT Excavator
- 2004 Roge Low Boy Trailer
- 3 30HP 3phase 480V electric motors

**b. 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 appeared in the Council packet.

**Sanders / Randall moved to approve the Building and Wiring Permits as presented. The motion carried.**



**Permit Fee Report #76828-#76841**  
**03/02/2026 - 03/18/2026**

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

**Group: Commercial-Industrial (nonresidential)**

|       |                     |                 |  |   |                 |              |  |    |           |     |     |    |    |
|-------|---------------------|-----------------|--|---|-----------------|--------------|--|----|-----------|-----|-----|----|----|
| 76841 | Gary Evans          | 70 S Florida St |  | Replacing front steps. 3 steps to 4 steps 4' wide and adding handrail | 300.00          | 15.00        |  | No | 3/13/2026 | Yes | N/A | No | No |
| 76834 | CATHERINE CUPPARI   | 66 E MAIN ST    |  | FLOORING, WALL (LEAK REPAIR), REPLACING WINDOWS                       | 4,000.00        | 38.00        |  | No |           | Yes | N/A | No | No |
| 76831 | BRYSON VANNOST RAND | 25 E MAIN ST    |  | 3 STR FRT WINDOW REPLACEMENT  | 4,000.00        | 38.00        |  | No |           | Yes | N/A | No | No |
|       |                     |                 |  |   | <b>8,300.00</b> | <b>91.00</b> |  |    |           |     |     |    |    |

**Group Total: 3**

**Group: No Charge**

|       |                      |              |  |  |             |             |                     |  |  |    |  |    |  |
|-------|----------------------|--------------|--|--|-------------|-------------|---------------------|--|--|----|--|----|--|
| 76828 | COB Water Department | Hinkle Drive |  | Electrical Inspection Master Water Meter 100 amp service | 0.00        | 0.00        | Commercial Property |  |  | No |  | No |  |
|       |                      |              |  |  | <b>0.00</b> | <b>0.00</b> |                     |  |  |    |  |    |  |

**Group Total: 1**

**Group: Residential (non-commercial)**

|       |             |                  |                |   |          |       |  |  |           |     |         |                                  |  |
|-------|-------------|------------------|----------------|---|----------|-------|--|--|-----------|-----|---------|----------------------------------|--|
| 76839 | Russ Warner | 193 S Florida St | Stephen Corder | Replacing private sidewalk, Concrete 30' parking driveway and concrete 25' parking driveway adjoining lot | 3,000.00 | 33.00 |  |  | 3/16/2026 | Yes | Zone AE | Yes-Elevation Cert. Not Required |  |
|-------|-------------|------------------|----------------|---|----------|-------|--|--|-----------|-----|---------|----------------------------------|--|

|       |                                      |                  |   |   |                  |               |  |    |           |     |         |                                  |    |
|-------|--------------------------------------|------------------|---|---|------------------|---------------|--|----|-----------|-----|---------|----------------------------------|----|
| 76840 | Russ Warner                          | 197 S Florida    | Stephen Corder                            | Replacing private sidewalk, Concrete parking driveway 30'                         | 2,000.00         | 22.00         |  |    | 3/16/2026 | No  | Zone AE | Yes-Elevation Cert. Not Required |    |
| 76837 | George Albert Popson/Laura Rusmisell | 88 Fayette St    | BURKHOLDER ENTERPRISE                     | Roof Metal over Shingles  | 9,600.00         | 105.60        |  | No |           | No  | N/A     | No                               | No |
| 76838 | Mona M Helmick                       | 94 Elm St        |   | Add Front porch 10' x 6'  | 3,000.00         | 33.00         |  | No | 3/11/2026 | Yes | N/A     |                                  |    |
| 76835 | Robert Gibson                        | 17 Green St      |   | Replacing flooring  | 1,200.00         | 13.20         |  | No |           | No  | Zone AE | Yes-Elevation Cert. Not Required | No |
| 76836 | Mark Antos                           | 101 S Kanawha St | Ninja Carpentry                           | Repair Gutter Work  | 400.00           | 10.00         |  |    |           | Yes | N/A     | No                               |    |
| 76833 | George Kraynok                       | 26 Lincoln Way   | Mikes Kitchen & Bath                      | Bathroom Remodel: tub, sink, vanity and tile.                                     | 30,000.00        | 270.00        |  |    |           | No  | N/A     | No                               |    |
| 76832 | MARYANN MARANS                       | 11 THIRD AVE     | JES BASEMENT SYSTEMS JES CONSTRUCTION LLC | REPLACE MAIN BEAM, INSTALL 2 INTELLIJACKS   | 7,232.52         | 79.56         |  | No | 3/4/2026  | Yes | N/A     | No                               | No |
| 76829 | SHIRLEY SIMMONS                      | 24 W LINCOLN ST  | ST ALBANS WINDOW MANUFACTURING            | INSTALL STORM DOOR, ENTRY DOOR W/SIDELITES, BACK ENTRY DOOR, REPLACING 19 WINDOWS | 35,866.00        | 322.79        |  | No |           | No  | N/A     | No                               | No |
|       |                                      |                  |   |   | <b>92,298.52</b> | <b>889.15</b> |  |    |           |     |         |                                  |    |

Group Total: 9

Group: Residential Electrical Fee

|       |                  |                   |  |  |               |               |  |  |  |    |     |    |  |
|-------|------------------|-------------------|--|--|---------------|---------------|--|--|--|----|-----|----|--|
| 76830 | Steve/Angie Reed | 120 Pocahontas St |  | Electrical Upgrade 100 amp service/Rewiring/Reconnect Inspection | 600.00        | 100.00        | B2 Single Family Residential (500 sq ft) |  |  | No | N/A | No |  |
|       |                  |                   |  |  | <b>600.00</b> | <b>100.00</b> |  |  |  |    |     |    |  |

Group Total: 1

Group: Zoning Application Fee

|       |                |              |   |   |                  |              |  |    |           |     |     |    |    |
|-------|----------------|--------------|---|---|------------------|--------------|--|----|-----------|-----|-----|----|----|
| 76838 | Mona M Helmick | 94 Elm St    |   | Add Front porch 10' x 6'                  | 3,000.00         | 20.00        |  | No | 3/11/2026 | Yes | N/A |    |    |
| 76832 | MARYANN MARANS | 11 THIRD AVE | JES BASEMENT SYSTEMS JES CONSTRUCTION LLC | REPLACE MAIN BEAM, INSTALL 2 INTELLIJACKS | 7,232.52         | 20.00        |  | No | 3/4/2026  | Yes | N/A | No | No |
|       |                |              |   |   | <b>10,232.52</b> | <b>40.00</b> |  |    |           |     |     |    |    |

Group Total: 2

|  |  |  |  |  |                   |                 |  |  |  |  |  |  |  |
|--|--|--|--|--|-------------------|-----------------|--|--|--|--|--|--|--|
|  |  |  |  |  | <b>111,431.04</b> | <b>1,120.15</b> |  |  |  |  |  |  |  |
|--|--|--|--|--|-------------------|-----------------|--|--|--|--|--|--|--|

**9. Police Department Report – Chief Matthew Gregory** – Chief Gregory provided a brief report, noting that Patrolman Cole Bender will be honored with the Spirit of Service Award by the Rotary Club of Buckhannon Upshur at their event on April 7. He added that David Rowan, a longtime member of the Volunteers in Police Service (VIPS) program since its inception in 2014, will also receive the award. Chief Gregory had no further updates for Council.

**10. City Attorney's Report – Thomas J. O'Neill** – Mr. O'Neill addressed the Council earlier in the meeting.

### **11. New Business Discussion**

**a. Approval Appointment Colonial Arts Center Board -BJ Hoffman** – Mayor Skinner introduced the evening's sole new business item: a recommendation from Recorder Sanders to appoint BJ Hoffman to the Colonial Arts Center Board of Directors. Mr. Hoffman is active in the Buckhannon Community Band and other local arts initiatives and is a new resident of the City. The Mayor noted that Mr. Hoffman would be an excellent addition to the Board, given his involvement in and commitment to the arts community.

**Bucklew / Zuliani moved to approve the appointment of BJ Hoffman to the Colonial Arts Center Board. The motion carried.**

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

**Scott Randall:** Councilmember Randall thanked Bray Boggs, the new West Virginia Wesleyan College liaison, noting that he had done an excellent job presenting the news from WVWC. He echoed earlier comments about the strong camaraderie developing among the community's younger first responders and congratulated the evening's award recipients. Randall also highlighted the importance of the Transfer Station scale system to City operations and to residents who rely on the facility. He suggested that the City may want to explore the feasibility of adding a second, City-owned scale in the future to improve reliability and reduce service disruptions.

**Pamela Bucklew:** Councilmember Bucklew expressed how proud she was of the City's officers and first responders, noting their professionalism and the emotional impact of the evening's recognitions. She also announced that regarding the upcoming BCT's presentation of "The Iliad, the Odyssey and All of Greek Mythology in 99 Minutes Or Less" and that she has tickets available for purchase at her shop and other locations throughout the community. Bucklew added that the Downtown Seasonal Decoration Committee will be meeting on Wednesday, March 25 at 5:30 p.m. at City Hall.

**Jack Reger:** Councilmember Reger stated that he fully concurred with the praise expressed earlier for the police officers and firefighters recognized during the meeting. He emphasized that acknowledging excellence in any form is important and commended the award recipients for their outstanding service.

**Robert Zuliani:** Councilmember Zuliani thanked and congratulated the police officers and firefighters honored earlier in the meeting, echoing the appreciation expressed by his colleagues. He also extended his gratitude to Finance Director Amby Jenkins for her extensive work on the annual budget, noting that Council sees only a small portion of the effort involved and that her preparation makes the process far more manageable. Zuliani additionally acknowledged the new West Virginia Wesleyan College representative and highlighted the start of the spring sports season. He encouraged residents to support local athletics at both Wesleyan and Buckhannon-Upshur High School, noting that spring seasons move quickly and include tennis, track, baseball, softball, and lacrosse.

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

#### **a. Report of Events, Correspondence, and Information**

**i. March 26-29, 2026 BCT Presents "The Iliad, The Odyssey, and All of Greek Mythology in 99 Minutes or Less" at CAC**

**ii. April 29, 2026 Zoning Board of Appeals**

*City of Buckhannon Zoning Board of Appeals  
Meeting Notice for Wednesday, April 29, 2026 at 5:30 P.M.  
in the Council Chambers at City Hall*

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**A Public Hearing of the Buckhannon Zoning Board of Appeals will be held on Wednesday, April 29, 2026 at 5:30 p.m. The meeting will be held in the City Council Chambers at City Hall, 70 East Main St., Buckhannon WV. This is an open meeting (per WV code § 6-9A-3) and all interested parties may appear and be heard.**

**A. Call to Order**

**A.1 Moment of Silent Reflection**

**A.2 Pledge of Allegiance**

**B. Recognized Guest**

**C. Strategic Issues for Discussion and/or Vote**

**C.1 Vote RE: Appeal 190 Pocahontas Street-The Width of Driveway Requirement**

**C.2 Vote RE: Appeal 32 ½ North Locust Street-Construct Cellular Telecommunications Tower**

**D. Adjournment**

**iii. FOIA Request from SBA Communications Corp. re: Cell Tower Proposals**

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

**i. March 27, 2026 Mountain State Wrestling Federation Event**

**ii. April 8, 2026 The State of the Corridor Event**

**iii. April 11, 2026 Ducks Unlimited Event**

**iv. April 16, 2026, Training for Upshur County Election Workers**

**v. April 18, 2026, The SETH Project**

**vi. April 20, 2026, Training for Upshur County Election Workers**

**vii. April 25, 2026 B-UHS Prom**

**Remarks:** Recorder Sanders reported that the Event Center has booked numerous events for May, June, and July. He noted that future public updates will focus primarily on events open to the community, rather than listing private corporate or training events, while still assuring the public that the facility remains very active. He also updated the Council on the progress of the commercial fire fee transition to a square-footage model. All research findings and proposed ordinance language have been forwarded to the City Attorney for drafting. While the initial goal was to implement the new structure by the start of the fiscal year, Sanders acknowledged that the timeline may be ambitious given concurrent budget work and the administrative processes required in the front office. He emphasized that staff are pushing to move the ordinance forward as quickly as possible, as many commercial property owners are awaiting the change. He confirmed that Mr. O’Neill is prepared to proceed once the ordinance is finalized.

**14. Mayor’s Remarks and Announcements** - Mayor Skinner thanked Recorder Sanders and the City staff for their extensive work on developing the new square-footage-based commercial fire fee, noting that the process has required building an entirely new system from the ground up. He emphasized that the project involves significant research, data entry, and coordination across multiple departments, and he expressed appreciation for the team’s diligence.

The Mayor then addressed the widespread public confusion and misinformation circulating about the roles and responsibilities of various government entities. He stressed the importance of helping residents understand the distinctions between city, county, and state authorities, as well as the independence of the City’s utility boards, each of which operates as its own entity with separate finances. He noted that many questions he receives involve issues the City does not control, such as school system funding or state highway decisions.

To improve public understanding, Mayor Skinner proposed writing an op-ed to clarify these distinctions and explain ongoing City projects—particularly the Camden Avenue / Taylor Street infrastructure project, which has been in development for nearly a year despite public assumptions that it was a sudden decision. He asked the Council’s support for publishing such a piece and, if possible, requested that media representatives make it accessible beyond a paywall. Councilmembers agreed that increased communication would help reduce confusion, even if it cannot eliminate it entirely.

The Mayor also discussed the need for a more user-friendly City website, acknowledging that while upgrades are underway for agenda management, a full website overhaul remains a priority for improving public access to information.

He concluded the meeting by reiterating the importance of clear communication in local government and entertained a motion to adjourn.

**15. Declaration of Adjournment** – Reger moved to adjourn at 8:23 p.m.

**Mayor Robert N. Skinner III**

\_\_\_\_\_

**City Recorder Randall H. Sanders**

\_\_\_\_\_